

Samuel Whitbread Academy (SWA) – Governing Body Meeting – Published Minutes - Thursday 13th July 2023

| Item | | Action |
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| 1 | <p>WELCOME AND INTRODUCTIONS</p> <p>Attending the meeting in addition to the governors were Clerk (JW), Principal (NM), Vice Principal (IB), Vice Principal (CL), Assistant Principal (TR), Head Student (MA) and Head Student (MD).</p> <p>Apologies – Three Governors were absent. Apologies were accepted. Declarations of Interest – No interests were declared.</p> | |
| 2 | <p>SIXTH FORM DRESS CODE</p> <p>The Head Students introduced themselves and gave an update on the Sixth Form Dress Code. They tabled the current dress code and proposed changes to this. They explained that students had raised issues with the current version which had been in place for a while. They advised that spoken to teachers, the Principal and Sixth Form and other students regarding this. The Head Students addressed concerns from governors regarding changes to the Sixth Form Dress Code.</p> | |
| 3 | <p>SAFEGUARDING</p> <p>The Principal gave an update on behalf of Assistant Principal (TR) on the Safeguarding Audit.</p> <p>The Chair asked if there were any questions. There were no questions. Governors asked that the Principal pass on their thanks to Assistant Principal (TR) for the Audit.</p> | |
| 4 | <p>TUTOR TIME & PSHE</p> <p>The Principal gave an update on behalf of Assistant Principal (TR) on tutor time. He explained that based on feedback from teachers the Assistant Principal (TR) and Mr Clark are redesigning this curriculum. He answered governor questions on the INVAC process.</p> | |
| 5 | <p>EDUCATIONAL PERFORMANCE</p> <p>The Vice Principal (IB) presented Year 9 and Year 10 performance data and answered governor questions. He discussed headline figures and identified those that were not where they were expected to be so additional measures can be put in place. Governors discussed data and challenged outcomes. The Vice Principal (IB) addressed English Literature outcomes.</p> | |

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| 6 | <p>HoDs AWAY DAY & DEPARTMENT DEVELOPMENT PLANS (DDPs)</p> <p>The Vice Principal (CL) gave a verbal update on the HoDs Away Day and Department Development Plans (DDPs). She confirmed that development plans have been reviewed and Senior Team have quality assured. She tabled the HoDs Away Day plans and answered questions from governors about IRIS and updating plans next year.</p> | |
| 7 | <p>STAFFING & CPD PRIORITIES</p> <p>The Vice Principal (CL) gave a verbal update on staffing and CPD priorities and responded to Governor questions on languages and staff retention.</p> | |
| 8 | <p>TWO TIER UPDATES</p> <p>The Principal gave a verbal update on the two tier process. He explained the two tier process had been paused by the Local Authority and discussed recent Local Authority changes. He confirmed the Cluster has sent an open letter to the Local Authority and discussed the issues raised. He advised that would provide further details as and when provided.</p> <p>Governors commented on finances for this and when this could proceed.</p> | |
| 9 | <p>SEF/SDP PROGRESS REVIEW</p> <p>The Principal discussed updates to the SEF document provided. There were no questions.</p> | |
| 10 | <p>PRINCIPAL'S REPORT</p> <p>The Principal gave a verbal update highlighting:</p> <ul style="list-style-type: none"> • Transition for Year 8 & Taster sessions • Student events: Summer Arts Festival, Summer Fete and Les Misérables production • Department reviews • Attendance • Staffing • Number on Roll (NoR) and Admissions • SCR is complete and up to date. <p>Governors asked questions about complaints received and attendance.</p> | |

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| 11 | <p>POLICIES</p> <p>Governors discussed the policy changes and confirmed they were happy to adopt the Anti-bullying Policy. The Principal confirmed the Associate Principal (CK) updated the Behaviour Management inc Exclusion & Physical Intervention Policy wording so it reflected changes requested on staff physical intervention training following Governor feedback. The Minibus Policy was updated based on governor feedback and updated versions added to the meeting folder prior to meeting. Governors confirmed policies ratified at the meeting.</p> | |
| 12 | <p>GOVERNOR LINK ROLES & VISIT FEEDBACK</p> <p>The Chair confirmed Organogram provided showed updates to Governor Link roles from September. She asked that all Governors make contact with their SLT Link and subject links. Governors were advised that there are a number of NGA online training sessions that they can attend online.</p> | |
| 13 | <p>MINUTES and ACTIONS OF THE PREVIOUS MEETING</p> <p>Governors confirmed they had read the minutes from the last meeting. Minutes from the LGB meeting on 25th May 2023 were agreed.</p> | |
| 14 | <p>AOB</p> <p>Governors agreed LGB meeting dates for 2023/24.</p> <p>The Chair asked Governors to complete Skills Audit information.</p> <p>The Principal discussed Vape alarm costs and information received from alarm.</p> | |
| 15 | <p>Next meeting date</p> <p>Thursday 28th September 7pm - in person meeting.</p> | |