

## SAMUEL WHITBREAD ACADEMY (SWA) – GOVERNING BODY MEETING

Tuesday 8<sup>th</sup> October 2019

### MINUTES

	<b>Minutes</b>	<b>Action</b>
<b>1</b>	<p><b>APOLOGIES FOR ABSENCE &amp; DECLARATION OF PERSONAL INTEREST</b></p> <p>Attending the meeting in addition to the governors were the Vice-Principal, Head of Sixth Form, Head of Year 10, Assistant Principal &amp; SENDCo and Associate Principal.</p> <p><u>Apologies</u> - No apologies for absence were received.</p> <p><u>Declarations of Interest</u> - There were no declarations of personal interest in addition to those already declared.</p>	
<b>2</b>	<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>Governors confirmed they had read the last minutes. The minutes from the Main LGB meeting on the 10<sup>th</sup> September 2019 were agreed</p>	
<b>3</b>	<p><b>PRINCIPAL'S REPORT</b></p> <p>The Principal gave a verbal report to Governors. Highlights included:</p> <ul style="list-style-type: none"><li>• Successfully appointed new Vice Principal</li><li>• Staff appraisals all on track for deadline.</li></ul>	
<b>4</b>	<p><b>CHAIR OF GOVERNORS REPORT</b></p> <p>The Chair presented the Chair of Governors Report. She highlighted how insightful the Head of Faculty Meeting was, and recommended one Governor attend each of these meetings.</p>	
<b>5</b>	<p><b>DATA – STANDARDS KS4</b></p> <p>The Vice-Principal presented a KS4 Headline &amp; Subject Analysis Report.</p>	
<b>6</b>	<p><b>DATA – STANDARDS KS5</b></p> <p>The Head of Sixth Form presented a plan for Sixth Form Progress Improvement.</p>	

<b>7</b>	<b>DATA – PASTORAL – ATTENDANCE</b>  The Head of Year 10 presented an Attendance Report.	
<b>8</b>	<b>DATA – PASTORAL – BEHAVIOUR</b>  The Associate Principal presented a Behaviour and Attitudes Report.	
<b>9</b>	<b>SAFEGUARDING</b>  The Associate Principal presented a Safeguarding Report. Governors formally adopted the updated Safeguarding Policy.	
<b>10</b>	<b>SEND</b>  The Assistant Principal presented three reports on Quality of Education.	
<b>11</b>	<b>PUPIL PREMIUM</b>  This agenda item is to be presented at the next LGB Meeting.	
<b>12</b>	<b>SCHOOL SELF EVALUATION FORM (SEF) &amp; SCHOOL DEVELOPMENT PLAN (SDP)</b>  The Principal presented a template for the SDP and SEF, explaining how they have been updated to reflect the new OFSTED framework.	
<b>13</b>	<b>AOB</b>  Governors gave feedback on the updated Anti-Bullying Policy. Governors agreed how to organise themselves going forward to most effectively address the Schools for the Future agenda. The Principal highlighted changes being made to the school's Behaviour Policy. Governors identified SWA's current WIFI infrastructure as an area that requires further investigation and discussion.	
<b>14</b>	<b>NEXT MEETING DATE</b>  Next meeting date confirmed as Tuesday 10 <sup>th</sup> December.	