

SAMUEL WHITBREAD ACADEMY (SWA) – GOVERNING BODY MEETING

Thursday 10th December 2019

MINUTES

	Minutes	
1	<p>APOLOGIES FOR ABSENCE & DECLARATION OF PERSONAL INTEREST</p> <p>Attending the meeting in addition to the governors were the Associate Principal, Assistant Principal & SENDCo and Vice Principal.</p> <p>A new governor was introduced. The Chair welcomed and thanked them for joining.</p> <p><u>Apologies</u> – One Governor sent apologies for absence. This was accepted.</p> <p><u>Declarations of Interest</u> - There were no declarations of personal interest relating to the agenda.</p>	
2	<p>MINUTES OF THE PREVIOUS MEETING</p> <p>Governors confirmed they had read the last minutes. The minutes from the Main LGB meeting on the 8th October 2019 were agreed</p> <p>The Chair confirmed which Governor would attend the next Head of Faculty Meeting.</p> <p>Governors discussed Governor training on Ofsted.</p>	
3	<p>PRINCIPAL'S REPORT</p> <p>The Principal gave a verbal Principal's Report and highlighted the following:</p> <ul style="list-style-type: none">• Christmas tree up in reception decorated by nursery children.• A new Assistant Principal has been appointed.• The Principal is relocating office to the Science Prep Room.• Two tier information evening well attended. Consultation finishes in Jan.• MAG gates not working and the company is sourcing a new solution.• ECO schools group doing well.	

	<ul style="list-style-type: none"> Aladdin performances going well. Good results in Rugby, Netball and Football 	
4	<p>CHAIR OF GOVERNORS REPORT</p> <p>The Chair gave a verbal update on what she has been doing including:</p> <ul style="list-style-type: none"> Attending the BEST Chairs Meeting. 5 Chairs were there as well as the BEST CEO who chaired the meeting. Interesting meeting. Receiving an email re Central Bedfordshire Council Governor training. BEST have agreed to fund the training this year. Participating in Assistant Principal interviews. 	
5	<p>BROOK WESTON PLAN</p> <p>The Principal explained how Brooke Weston came in before half term to conduct a 3 day review of the school. SWA asked for them to look at all aspects of the school. An action plan has been written based on their recommendations.</p>	
6	<p>ISDR</p> <p>The Principal discussed how the ISDR has changed this year. Governors commented that that BEST Training on the ISDR was well received.</p>	
7	<p>APPRAISAL REPORT</p> <p>The Chair presented the Appraisal Report to Governors..</p>	
8	<p>DATA – STANDARDS</p> <p>The Vice Principal presented the Year 11 headline figures and a more detailed analysis of departmental data.</p>	
9	<p>SIXTH FORM</p> <p>The Assistant Principal gave an update on the Sixth Form Progress Improvement Plan.</p> <p>An update regarding WIFI improvements across the school was given.</p>	
10	<p>SEN</p> <p>The Assistant Principal presented Attendance Report (KS5) and Behaviour and Attitudes Report (KS5). The Local Authority visited the school for a SEN inspection. The inspector came in and spoke to staff and students. Went very well.</p>	

11	REVIEW OF EQUALITY OBJECTIVES The Clerk explained that the Accessibility Plan must be reviewed annually by Governors. Governors confirmed they had read last year's and this year's plan and identified that progress had been made.	
12	PUPIL PREMIUM The Associate Principal explained he took over this role in September. He highlighted the key priorities as set out in the Pupil Premium Plan.	
13	TEACHING AND LEARNING OBSERVATIONS Teaching and Learning Observations reports were presented.	
14	LINK FEEDBACK All Governors confirmed they had read the Link Reports. Governors agreed to send these to staff so that they are added to their development plans.	
15	GOVERNOR ALLOCATION A change in the areas of governance covered by allocated Governors was proposed and agreed for Health & Safety, Careers, Equality and Finance. The recruitment of new Governors was discussed. Governors agreed to ask a Governor currently on sabbatical to return and also advertise for a Staff Governor.	
16	POLICIES Governors formally adopted the updated Anti Bullying Policy and Supporting Students with Medical Needs Policy.	
17	AOB A Governor volunteered to write something for the school newsletter ones. Governors were asked to commented on the timing of the LGB Meetings. All agreed that due to the amount of content meetings would be extended formally.	
18	NEXT MEETING DATE Next meeting date confirmed as Tuesday 4 th February.	