

SAMUEL WHITBREAD ACADEMY (SWA) – GOVERNING BODY MEETING – PUBLISHED MINUTES- Tuesday 13 October

No.	Item
1	<p>WELCOME AND INTRODUCTIONS</p> <p>Attending the online meeting in addition to the governors were members of the Senior Leadership Team (SLT) and BEST’s Chief Finance Officer.</p> <p><u>Apologies</u> – There was one apology for absence. This was accepted. <u>Declarations of Interest</u> - There were no declarations of personal interest relating to the agenda.</p> <p>The Chair welcomed a newly appointed Governor.</p>
2	<p>FINANCIAL PERFORMANCE</p> <p>BEST’s Chief Finance Officer gave a verbal update. She highlighted that BEST are halfway through the audit, there have been some costs and some savings due to COVID and that schools need to consider the impact of School’s for the Future on budget forecasts.</p> <p>Governors discussed the catch up money from the Government and plans for how this might be spent.</p>
3	<p>PRINCIPALS REPORT</p> <p>Governors confirmed they had read the Principal Report that contained updates on Staff Appraisals, Finance, Staffing & Absence, SDP, Admission, Numbers on Roll, Safeguarding, Attendance, Exclusions, SEN, PP, Teaching and Learning and Health and Safety.</p> <p>The Principal commented that the Online Open Evenings for Year 8s had worked really well.</p> <p>Governors discussed staff absence and staff wellbeing.</p>
4	<p>EDUCATIONAL PERFORMANCE</p> <p>Governors discussed attendance, behaviour and exclusions</p>
5	<p>SAFEGUARDING</p> <p>Governors discussed Safeguarding including staff training.</p>
6	<p>SEN</p> <p>Governors discussed the SEN Action Plan.</p>

7	PUPIL PREMIUM Governors discussed progress made on the Pupil Premium Plan. They discussed Free School Meals and provision of IT hardware so students can engage with online learning.
8	REVIEW SEF/SDP Governors confirmed their Links for the academic year. They will conduct Link Visits once a term. These can be conducted remotely/virtually.
9	BROOKE WESTERN ACTION PLAN The Principal updated Governors on progress made on the Action Plan including assessments and curriculum intent.
10	SKILLS AUDIT OUTCOMES The Chair encouraged Governors to sign up for training to improve their knowledge in specific areas of governance.
11	MINUTES AND ACTIONS OF THE PREVIOUS MEETING Governors confirmed they had read the minutes from the last meeting. The minutes from the LGB meeting on the 13 th September 2020 were agreed.
12	POLICIES Governor agreed to adopt an amendment to the Behaviour Policy.
13	AOB A member of Governing Body will be leaving at end of academic year. The Principal thanked them on behalf of the school. Governors were thanked for attending the Head of Department Reviews.
14	NEXT MEETING DATE Next meeting date confirmed as Tuesday 10 th December.