

**NEW MILLS SCHOOL
PART ONE MINUTES OF THE FULL GOVERNING BOARD MEETING (online)**

Date:	Tuesday 9 th February 2021	
Venue:	Zoom	
Present:	Jeremy Poulter (JP) Felicity Wicks (FW) Sarah Cohen (SC) David Houlth (DH) Chris Furness (CF) Maggie Cole (MC) Sue Fisher (SF) Sam Monteath (SM) Caroline Jesson (CJ) Alison Barker (AB) Michael Shew (MS) Tim O'Brien (TO) Tyrone Roberts (TR)	Parent Governor Co-opted Governor Staff Governor Co-opted Governor LA Governor Co-opted Governor Parent Governor Parent Governor Co-Headteacher Co-Headteacher Co-opted Governor Parent Governor Parent Governor
Apologies:	None	
Absence:	None	
In attendance:	Ed Salter (ES)	Clerk

The meeting met its quorum and started at 6.02pm

AGENDA ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE
Discussion:	The chair welcomed everyone to the meeting. No apologies were recorded.

AGENDA ITEM 2	DECLARATIONS OF INTEREST
Discussion:	No declarations of interest.

AGENDA ITEM 3	MONITORING PRIORITIES FOR THE BOARD
Discussion:	NGA document circulated on monitoring priorities for the governing board during partial closures <ul style="list-style-type: none"> - Risk management and safeguarding - Wellbeing across the school community - Providing remote education - Maintaining the curriculum and continuity of learning for all pupils - Support to reduce the impact of lockdown on disadvantaged pupils

- Resource allocation and management v Asymptomatic COVID-19 testing for all pupils and staff
- Asymptomatic COVID-19 testing for all pupils and staff

FW asked chairs of subcommittees to keep in mind the monitoring priorities in the document when setting the agenda.

AGENDA ITEM 4 MINUTES OF THE LAST FGB MEETING 15TH DECEMBER 2020 & MATTERS ARISING

Discussion: Minutes:

- Item 9 “Governors commented that this has been a nationwide issue with literacy, increased SEN numbers are not unique to New Mills.” This has been moved to a bullet point with the rest of the discussion, not as a governor summary of SEN at New Mills
- Remote learning policy was approved by FW as chair’s action. It had to be approved by 25th January, so could not wait for the FGB.
- Item 4 E&D **ONGOING** MC & CJ will be discussing this up over half term
- Item 5 - Legacy debt to be discussed at the next Resources Management Committee to discuss implementing timelines. **COMPLETE Separate group of RM committee plus some additional attendees will be held to address this.**
- Item 5 MC will attend the next RM meeting. **COMPLETE**
- Item 5 - FW to enquire on the progress of CF’s governor renewal application. **COMPLETE – CF is renewed as a Governor**
- Item 8 COVID Catch up funding will be an agenda item for the next QE meeting. **COMPLETE**
- Item 8 - CJ will send the detailed catch-up funding allocation to governors for information. **COMPLETE**
- Item 9 SEF report - will be addressed in QE meeting. **COMPLETE**
- Item 9 FW will set up a folder for governors to add questions for the QE meeting. **COMPLETE**
- Item 11 Governors will hold a separate FGB to discuss joining TTLP in some capacity. FW will look at dates to suggest a meeting for February. **INCOMPLETE This will be reviewed at a later date, in keeping with COVID monitoring priorities.**

Agreed: The minutes were approved as an accurate record.

AGENDA ITEM 5 UPDATE FROM QUALITY OF EDUCATION COMMITTEE

Discussion: JP shared an update from the previous QE Committee, held on 12th January 2021:

- Received an English SWOT report. Key focus on Y7 catch up.
- Continuing to build up remote and live learning materials to ensure students receive a variety of learning opportunities.
- Mini school discussed and the school's capacity due to vastly increased attendance compared to the previous lockdown. Virus testing and its logistical challenges discussed.
- Options and option blocks were discussed. Music will not be part of the GCSEs next year as only 5 pupils applied and of that number only 3 would have been eligible to take the course.
- 3 languages being offered.
- 2 new BTech courses offered.

Q: Have there been any positive tests from the testing at mini school?

A: None so far.

**AGENDA
ITEM 6** **UPDATE FROM RESOURCE MANAGEMENT COMMITTEE**

Discussion: TO provided an update from the RM committee, held on 28th January 2021:

- GDPR audit was discussed, MC will now be GDPR link governor and has joined the RM committee.
- GC gave a budget update and there were positive figures revolving around COVID related underspend.
- Still obtaining quotes on WIFI.
- TATs update.
- Discussion the implication of potential savings made in the budget. Legacy debt discussed as a priority, but also maintenance/improvements schedule to ensure the sustainability of the school. A separate meeting will be held to discuss this further.
- GC warned that despite the positive financial situation for the year, there is no provision for pay awards in the budget, which could alter the budget.

FW confirmed that the additional meeting discussed above can be attended by any members of the Resources Management Committee, CJ, AB and anyone else would like to attend.

**AGENDA
ITEM 7** **UPDATE FROM BEHAVIOUR, ATTITUDES AND PERSONAL DEVELOPMENT COMMITTEE**

Discussion: TR gave an update of the BAPD meeting, held 19th January 2021:

- TR conducted a school visit and was impressed with the systems in place for COVID safety.
- Student Story given, which is now a regular feature as a case study.
- Safeguarding provision discussed, all actions except one have been completed.

	<ul style="list-style-type: none"> • Child protection and safeguarding policy recommended for approval at this FGB. • MC appointed SEN link governor. • Additional lead governors decided not to be appointed and the committee will take the remaining roles as a committee, not individually.
Agreed:	<ul style="list-style-type: none"> • All governors to read section 6 of the child protection and safeguarding policy, relating to governors.

AGENDA ITEM 8	POLICY/PROCEDURES FOR REVIEW/APPROVAL
Discussion:	<p>The following policies and procedures were recommended for approval at this FGB meeting by the committees:</p> <ul style="list-style-type: none"> • Data protection policy • Data protection framework • Privacy Notice – Pupil Information • Privacy Notice – School Workforce 2020 • Record retention and deletion policy 2020 • Social media policy • Bring your own device policy • Off-Site working policy • Data Protection Framework • Governor Use of Personal Email Addresses advice note • Child protection and safeguarding policy
Agreed:	All policies were approved by the FGB

AGENDA ITEM 9	CO-HEADTEACHER'S REPORT
Discussion:	<p>Co-Headteacher's report was tabled. Governors have read the document and asked the Co-Head's some questions:</p> <p>Q: Pupil voice includes some low figures (proud of myself 53%, positive attitude towards school life 52%) are they due to COVID or another reason? A: There is a paragraph at the beginning of pupil voice addressing this, the figures that are low can be explained by the gaps in face-to-face schooling which have occurred. Where there are dips the school will need to monitor them, but the dips occur where AB expected them to.</p> <p>Q: Do children engage complete the questions online? A: They would have done it in September when pupils were in school.</p>

Q: Does the pupil voice have 100% response rate?

A: Not 100% but very close to it.

Q: Are the identified gaps continuing to narrow?

A: Yes, there are narrowing gaps although they were quite wide previously. The aim is to have no gaps. We are confident of the data, although Y10 is a concern. Lower down the school it is hard to forecast 2-3 years in advance.

Q: How long has the pupil voice question set been run and how many years back does the data go?

A: 3 years

Q: In almost every instance the student is being asked to rate themselves, should these questions be altered as students tend to rate themselves more favourably compared to when they analyse other students?

A: This is data set is to prepare them to talk about these issues with relation to external parties such as Ofsted, we do not use it as reliable data to report on student behaviour.

Q: What is being measured in the engagement metric?

A: There is no national metric, schools use the metric they choose. NMS use engagement buttons that are pressed weekly for feedback. This is not an assessment. Each teacher makes a decision on if they are seeing high/very high/low/very low engagement from a child based on what they are seeing from their work. If a child is getting good engagement or better in 6 subjects out of 9 at KS4 or 7 out of 10 at KS3 it is classed as good engagement.

Q: Are any subjects seeing less engagement?

A: We believe that we are seeing a balance. The school is encouraging parents to engage in a balanced curriculum.

Q: What measures are in place (in relation to student voice) for when students return to school?

A: Engagement data prioritises 4 pupils a week by the form tutor each week. If there is not a successful conversation, then it escalates to a SLT member. Checking in on mental health and readjustment when pupils return will be a priority, including a tutorial with a wellbeing strand.

Q: Are there any updates on GCSEs/CAGs guidance?

A: No, the consultation has closed but we are yet to hear back. New should be realised just before or after half term.

Q: Will the school be getting WIFI across the whole site?

A: Yes, this will likely be in place by September.

Q: 2 referrals to PREVENT, 1 refused. What does this mean?

A: The refusal was for not being considered serious enough.

Commented [FW1]: @Clerk Ed, is there a note of which gaps this referred to?

	SF left the meeting at 7.05pm.
Action:	Safeguarding training required for 2 new governors, FW to follow up on this.

AGENDA ITEM 10	HT RECRUITMENT
Discussion:	<ul style="list-style-type: none"> FW thanked colleagues on the panel and for CJ & AB for their work on recruitment. The HR support praised the panel for the input and discussion. 17 applications received and are currently shortlisting. The panel will meet after half term to finalise the shortlist. Interview dates are w/c 15th March. The panel would like to interview in person but are prepared for the eventuality that interviews will all be virtual. <p>Q: Have either of the DCC officers commented on the number of responses? 17 seems like a very positive response. A: They said it is a good number, comparable to other secondary schools.</p>

AGENDA ITEM 11	ANY OTHER BUSINESS
Discussion:	No further business to discuss.

AGENDA ITEM 12	DATE OF NEXT MEETING
Discussion:	Tuesday 23 rd March 2021 6pm

There being no further business to discuss, the meeting finished at 7.15pm.