

ST BARTHOLOMEW'S SCHOOL

MINUTES OF THE MEETING OF THE FULL GOVERNING BODY Wednesday 19 March 2008, 7pm in the Lifelong Learning Centre

Present:	Ian Campbell	Chair of Governors
	Stuart Robinson	Headteacher
	Keith Astill	Foundation Governor
	Derek Brown	Foundation Governor
	Keith Chopping	LEA Governor
	Jeanette Clifford	Parent Governor
	Christina Haddrell	Deputy Headteacher: Assoc Member
	David James	Staff Governor
	Gareth Jones	Parent Governor
	Peter Norman	Parent Governor
	Ian Peddie	Parent Governor
	Maureen Sims	Deputy Headteacher: Assoc Member
	Jonathan Taylor	Parent Governor
	Ian Ward	Parent Governor
	Rex Wearn	Vice Chair: LA Governor
In Attendance:	Sharon Glover	Clerk

ACTION

1. Apologies

Apologies were received and accepted from James Cave, Nicola Clarkson, Steve Foyle, Cheryl Landeg, Miranda Mathias Baker and Jane Proudfoot.

The Governing Body asked that their best wishes be sent to Mrs Mathias Baker.

2. Minutes of the previous meetings

The minutes of the meeting of 6 December 2007 were approved and signed.

3. Matters arising

- There is to be a revival of the school song for Founders' Day on 13 June.

4. Financial Report

- Mr Robinson advised that the financial situation remains as reported at the Co-ordinating meeting.
- The fencing of the Luker site has secured the present buildings for the next two years, which is a condition of the Ad Lucem project planning consent.
- The draft Capital and Development for 2008/2009 is a wish list formulated from the SEFs, the figures being estimated amounts. There is concern over the swimming pool, which has a serious leak. Work will be carried out over the holiday to establish where the leak is and whether it can be remedied at a reasonable cost. A debate of the future of the pool may be necessary.
- Any work required, as a result of the electrical inspection, will probably have to be actioned, regardless of the limited life of the buildings. An amount of £30K has been provided in the budget to pay for the inspection.

Three Year Budget:

- An updated three year budget was tabled showing actual figures for 2008/2009.
- Additional monies have been allocated to the teachers' budget and to

development.

- Mr Robinson explained the background to the LSC funding and the shortfall in funding for the large Year 12 group in September. An appeal has been lodged and we have received approximately 40% of the increase we expected. A letter has been sent to Lord Adonis (page 55 in the HT Report) requesting a meeting about the problems with the funding methodology.
- Despite the shortfall, the budget is satisfactory and within our means. Mrs Lambert was congratulated.
- Mr Taylor proposed the 2008/2009 budget for adoption by the FGB. The proposal was seconded by Mr Astill and all Governors present were in favour. The 2008/2009 budget was adopted.

5. **SEF Update**

Mr Robinson advised that the LT have gone through the process and the current SEF has been clearly defined. SDP priorities for next year have been developed and these priorities are currently being shared with the Academic Board, leading to refinement of TDP priorities at the start of next term.

6. **Business & Enterprise**

- Mrs Haddrell highlighted Mr Turner's report on page 60 of the HT Report.
- Mr Turner and his team have responsibility for monitoring the Business & Enterprise document and for keeping Governors updated.
- A very positive meeting was held with George Green's School and contacts have been re-established.
- Our students were very excited to receive letters from the African partner school in Gambia.
- Mr Norman explained that the main focus for Business & Enterprise at present is the monitoring of activities.

7. **Determination of Admission Arrangements 2009/2010**

- Two versions of the Admissions Policy were tabled: version 1 (approved for consultation) and version 2 (amended to reflect the Admission Forum recommendations).
- Lengthy discussion took place regarding the Admission Forum recommendations and the resulting situation, i.e. whether the policy should be amended with no time to consult, or whether the policy should remain as it is and not comply with the Admissions Code of Practice.
- It was agreed that the amended version (2) should be adopted, with the re-inclusion of Linked Partner Schools as part of the oversubscription criteria.
- Mr Wearn proposed the policy for approval and Mr Peddie seconded the proposal. All Governors present were in agreement and the arrangements were determined.

8. **Ad Lucem Project Update**

- Planning consent was received on 13 February and the team were complimented on the quality of the design and the consultation process. Major concerns involved floodlighting and noise and a condition was made that the STP lights should be switched off by 9pm for the first 12 months, with a review thereafter.
- Mr Robinson advised that, through value engineering exercises, the integrity of the footprint had been protected. However, there are a number of issues surrounding items that were on the original plan, but for which funding is an issue.

- Three of the House blocks have been signed off; Patterson is yet to be finalised. Discussion has taken place with House Heads regarding enhancement of the House system, whereby all student access will be via the House office and not reception. Each House will have its own administrative assistant.
- It is planned to re-instate the full size sports hall with an external store and a PE classroom, together with vision panelled doors throughout the school, using the additional funds received for our energy saving low carbon designed school.
- The rainwater harvesting, hub space cover and hub arch have been put on hold. The project is going forward with a cheaper solution (to include columns) for the hub arch and a cheaper roof covering for the hub space.

Mrs Clifford joined the meeting.

- The Governing Body agreed to make a commitment of the Devolved Capital to the project over the next three years and authorised the core Governors to work within these figures. Mr Astill requested that the FGB be updated at each meeting.
- Governors asked if any of the Devolved Capital would need to be spent on the existing school buildings. Mr Robinson replied that it was a possibility.

9. **Headteacher's Report to Governors**

Mrs Haddrell outlined the report and the following additional points were made:

- The school has been re-accredited with IIP. Mr Robinson thanked Mrs Haddrell for her involvement in the process. The assessor was very impressed with our achievements since the first visit, which had a big impact on the work with support staff.
- The key priorities, drawn from the SEF, will create the beginning of a transition plan for the new school.
- Mrs Clifford asked if the figure for the number of pupils per computer (0.88%) on page 22 referred to St Bart's or to Berkshire. Mrs Haddrell agreed to clarify this point.
- Mr Robinson thanked Mr Ward for assisting with the interviews for HOF: Personalised Learning.
- Governors were asked to note the date of the St Bartholomew's performance at the Corn Exchange on Tuesday 24 June commencing at 7.45pm.
- Thanks were expressed to colleagues who had helped to cover long-term sick leave.

10. **Reports from Curriculum Committees and policies for approval**

The Chairs of the committees highlighted the issues raised at the meetings and policies were considered and approved.

Teaching and Learning:

Mrs Haddrell confirmed that key questions regarding the SEF will be brought to the summer term meeting.

Policies:

Curriculum Statement – approved for four years.

ICT – approved for one year.

SEN – approved for one year.

Teaching and Learning – approved for two years.

Learning and Achievement:

CIH

Mr Peddie explained a new requirement for the Governing Body to endorse an annual safeguarding report. A report was required for 2006/2007 and the exercise had proved to be a useful audit tool, showing that the school performs well in this area, although some categorising was needed. Actions from the report are:

- to review and implement the results and take the relevant action;
- to increase the focus on cyber-bullying;
- to focus on further level 2 training for Mrs Sims and Mr Peddie.

The Governing Body may make recommendations to the local Safeguarding Children's Board and it was suggested that the following be made:

- to urge greater clarity;
- to establish a timescale for the report, suggesting that this should be the autumn term.

Mr James asked if the school was sufficiently knowledgeable about cyber-bullying. Mrs Sims replied that some staff were very aware and experienced with sites and problems. It was agreed that the final report should be distributed to Governors with the minutes for approval, before sending to West Berkshire.

MSS

Policies:

Assessment – approved for one year.

Attendance – approved for one year.

Home / School Agreement – approved for one year.

Serious incidents involving the school – approved for one term.

L&A

Learning Resources:

Policies:

Health and Safety – approved for one year.

Pay – approved for one year.

Performance Management – approved for three years.

11. **Information for Governors**

There was nothing further to report.

12. **Any other Business**

- a) Mrs Landeg's term of office was discussed in light of her impending surgery. It was agreed that she should remain a Community Governor.
- b) Mr Robinson tabled a letter he proposed to send out regarding the Ten Tors event, suggesting that the competition be made a bi-annual event to allow more schools to participate. The Governors gave the letter their approval.
- c) Mrs Sims proudly reported that the Polo team had finished second in their recent match. The Governors congratulated the team.

The meeting closed at 9.21pm.

Next Full Governors' Meeting: Thursday 3 July 2008 at 7pm in the Lifelong Learning Centre. These minutes are subject to final approval by the Full Governing Body on 3 July 2008.

Signed Date
Chairman

Distribution: All Governors/ LEA/ Staffrooms