

ST BARTHOLOMEW'S SCHOOL
MEETING OF THE JOINT CONSULTATIVE COMMITTEE
MONDAY 20TH NOVEMBER, 2017 AT 5.30 PM IN R1

MINUTES

PRESENT:	Ian Peddie (IP)	Chair of Governors
	Julia Mortimore (JAM)	Headteacher
	Glyn Evans (GRE)	NEU – NUT Section
	Janet Evans (JRE)	Chair, Staff Forum
	Rupert Gregory (RJG)	NEU – ATL Section
	Patricia Ray (PR)	Co-opted Governor
IN ATTENDANCE:	Helen Sutherland (HLS)	Clerk to the Governors
1. APOLOGIES	Sara Hollins (SJH)	Support Staff Representative
	Marc Edens (MCE)	Staff Governor

2. DECLARATION OF AOB

Nothing further was added to the agenda.

3. DECLARATION OF BUSINESS INTERESTS

There were no declarations of interest.

4. MINUTES OF THE MEETING HELD 26TH JUNE, 2017

The Minutes were agreed.

ACTION: IP to sign

5. MATTERS ARISING

Bird Droppings

Staff present reported that there is still a problem with bird droppings in the Hub and just outside the building. It was noted that students throwing food does not help the situation.

JAM explained that a hawk had been brought in over the summer but that the pigeons returned as soon as the hawk left. Pest control have taken some birds away. The spikes are having little effect.

JAM reconfirmed that staff and cleaners are being very proactive in clearing food away.

6. REPORT FROM THE STAFF FORUM MEETING

The Minutes from the Staff Forum meeting held on 10th October were circulated in advance.

JRE highlighted:

- Students using the main car park: it is difficult for staff who start later in the day to find space in the car park, often due to Sixth Form students parking there instead of their own car park. Staff are requested to use their car parking permits, although newer staff won't have them yet as there is no one to issue them. It was also agreed that governors should have them. **ACTION: JAM to arrange with Tina Smart**

- 8.30 am Wednesday Briefing: concern had been raised by a member of staff that the timing of this meeting means that they can be late to morning registration. Other staff were pleased to have the opportunity to share messages and JAM suggested that it allowed for more consistency in messages. In addition, it meant that the 3.45 pm Monday meetings can be focussed on sharing good practice. The Staff Forum felt that the new format needed time to “bed in” before reviewing.
- Review of KS3 IS Detentions: the day after a missed IS deadline, students have to attend an IS support session during Activity Time to complete it. Approximately 60% of students asked to attend a session complete their IS before attending their scheduled session. It was felt that the system is working well, although some tweaks were suggested, and some staff would like to see this process introduced for KS4 as well.
- Students leaving early for sporting fixtures: it was reiterated that staff should not release students early for sporting fixtures without prior written notification from the PE Department.
- Staff Room: Peter Bell asked for ideas to enable more use to be made of the Staff Room. Use is currently being made through tea/coffee on Friday afternoons but it could be used more.
- Staff Social: will be held at the Chequers again on 2nd February, 2018.
- Uniform: staff are frustrated by a feeling that consequences are not working, although it is acknowledged that there is not enough capacity to bring in sanctions for first offences but it was felt that persistent offences should be followed through more.
- Daily briefing: staff were reminded to use the Briefing for notifying large numbers of students, rather than individual messages.
- Gatherings to end promptly: meetings and assemblies should finish on time so that staff can get to duties or have sufficient time for a break.
- Workload and stress: concern was expressed, in particular, about the workload relating to A-level teaching and marking. One member of staff had asked for details of progress made since it was raised at the last Staff Forum meeting. JAM had explained that this area remains a focus of the SDP and that a conference on managing workload will be attended by two senior staff. There have been steps forward but that more options are needed. It was agreed by the Staff Forum that a reminder of the support available should be sent and this has been done. RJG added that the transition to the new A-levels and the transfer of the Y12 and Y13 exams to the beginning of the Autumn Term has meant an increase in marking at this time which means that some staff are finding the resulting increased workload difficult. They understand the timings for testing and don't want to change them. JAM explained that the Heads of Faculties had chosen the timings and that it would be difficult to carry out the testing at any other time. In particular, during the Summer Term external exams and reports are scheduled, however staff had also been encouraged to draft UCAS references and appraisal reviews during the Summer Term to reduce workload demands in September. GRE noted the concern about dual courses and exams running during the transition period whilst linear exams are introduced. There is no doubt that students need more exam practice for the new exams but it may be necessary to reconsider offering AS-levels as they need to be co-taught and organised in a way that AS-levels can be taken. JAM confirmed that future provision is continually discussed and reviewed.

7. UNION MATTERS

GRE explained that:

- The National Education Union with an NUT Section and an ATL Section was now in place of the NUT and ATL.
- There have been some teething problems, including communication during the settling in period.

EPO

GRE and RJG have been mainly dealing with an issue that arose in the Summer Term regarding the delivery of the Extended Project Qualification (EPQ) by Y12 tutors as part of the PDP programme. It is a situation that has not yet been resolved and there is a lot of uncertainty.

New Governance Structure

RJG reported that it was mentioned at a recent MAT Consultation Drop-in Session that this Committee will be raised to Trust level, rather than local School Governing Body level.

IP replied that, as now, the Trust is the employer and the JCC sits at this level. In the future, particularly if other schools join St Bart’s in a MAT, there may be local arrangements. There is a Working Party looking into this at the moment.

GRE asked if he and RJG would be the union reps for any joining schools. JAM responded that it is not the intention, however, small primaries may not have their own reps. It was agreed that there will need to be discussion about how this will work.

8. SUPPORT STAFF ISSUES

This item was deferred in SJH’s absence.

9. AOB

Nothing further was discussed.

These minutes are subject to final approval by the JCC at its next meeting.

SignedDate

Chair