

ST BARTHOLOMEW'S SCHOOL
MEETING OF THE FULL GOVERNING BODY
WEDNESDAY 24TH MARCH, 2021 AT 6.30 PM VIA MS TEAMS

MINUTES

PRESENT:	Karen Sadler (KS)	Co-Chair of Governors, Chair of Meeting
	Catie Colston (CC)	Co-Chair of Governors
	Julia Mortimore (JAM)	Headteacher
	David Fitter (DWF)	Co-Headteacher
	Umar Butt (UB)	Co-opted Governor
	Greg Humphreys (GH)	Co-opted Governor
	Kate Lefever (KL)	Appointed Governor
	Shaun Letchford (SL)	Appointed Governor
	Gary Norman (GN)	Parent Governor
	Marcus Randall (MAR)	Co-opted Governor
	Adam Robbins (AER)	Deputy Headteacher
	Jeremy Sharpe (JPS)	Deputy Headteacher
	Campbell Smith (CS)	Appointed Governor
	Will Thomas (WT)	Appointed Governor
Charlie Warner (CW)	Co-opted Governor	

IN ATTENDANCE: Helen Sutherland (HLS) Clerk to the Governors

1. APOLOGIES: Daisy Hutchinson (DH) Appointed Governor

2. DECLARATION OF AOB

Nothing further was added to the agenda.

3. DECLARATION OF CONFLICTS OF INTERESTS

There were no declarations.

4. MINUTES OF THE MEETING HELD ON 9TH DECEMBER, 2020, 6TH JANUARY, 2021 & 12TH JANUARY, 2021

The minutes were agreed.

5. MATTERS ARISING

There were no Matters Arising.

6. COVID UPDATE

JAM noted that there was an update in the Headteacher's Report but added the following:

- The school is operating well following the full re-opening to students on 8th March;
- Students are following procedures such as wearing masks;
- Attendance is good;

- Staff are starting to look forward and to plan ahead.

WT asked when after school activities might be able to resume. JAM responded that some sports are restarting in group bubbles but there are significantly less activities than usual. House and music activities usually take place across year group bubbles and they are not expected to restart for the rest of the academic year.

CW asked when external lettings will be able to resume. JAM replied that they are expected to restart after Easter for activities that are allowed at that time.

KS and GN noted how efficient the testing of all students in school had been over the last few weeks. GN's report of his visit to see how testing had been carried out was circulated separately to Governors.

It was noted that some staff, in particular Julie Shepherd and Helen Strutt, had undertaken a lot of work to support the required testing programme and it was agreed that KS and CC would liaise outside of the meeting and send thanks to staff. JAM reported that volunteers had been given gifts.

7. HEADTEACHER'S REPORT

JAM's report was circulated in advance of the meeting and the following were highlighted:

- Remote learning has been delivered particularly well – feedback via Kirkland Rowell has been positive;
- The return to school went smoothly;
- Costs and implications on the budget are noted in the report;
- The scorecard indicates the impact of the lockdown on the school;
- Students are still doing very well – they have continued to progress;
- The focus is now on students taking summer “exams”;
- The Kirkland Rowell survey indicated a very positive picture, pleasing to get a high level of responses;
- Recruitment for staff and trainees is still difficult;
- The school continues to move forward, looking to the future, whilst being ready and prepared for anything.

WT noted that in person Ofsted inspections will not be taking place until September. Sian Allen's previous experience under the new framework is also noted. WT asked if the breathing space allow for other things to be done. JAM explained that it will give the LT and Academic Board more time to prepare.

WT asked if an inspection will focus on what happened under COVID lockdowns. JAM replied that the framework hasn't changed much, the evaluation schedule will still be adhered to. There won't be data for two years and Ofsted are not allowed to use internal data.

It was agreed that Governors could attend the Academic Board either via Teams or in person, depending on any measures in place at the time.

CC asked about the reference to “Quality First Teaching”. JAM replied that this refers to ensuring that teaching in the classroom is of the highest quality. DWF added that the vast majority of students caught up following the first lockdown because of the quality of classroom teaching. Those who lost the most are having additional support to catch-up.

MAR asked if the laptops that had been loaned to students during the lockdowns have been returned and if students will be disadvantaged if they no longer have access to technology at home. JAM explained that students are not being asked to return laptops at the moment. It is anticipated that they will keep them for the remainder of their time at St Bart’s and to be ready in case of another lockdown or if the individual needs to isolate.

MAR asked about the assessments that will take place for Years 11 and 13 and what is being done to manage anxiety and to avoid multiple assessments on any given day. JPS replied that he had written to all parents and students concerned to try to reassure them. The assessments will not be replicating an exam season. Departments will be organising the assessments so it is possible/likely that there may be more than one assessment on some days. Each assessment will be less than an hour to fit into a standard period for a lesson and all assessments over the last 18 months will be taken into account.

GN asked if there are any extremely clinically vulnerable staff still at home. JAM responded that there are four members of staff who fall into this category and the requirement for them to isolate is ending shortly.

GN asked if there are any reflections on the lockdown – what was good, what can be taken forward? JAM reported that the LT and senior staff are discussing this area, as well as lessons learned. There are lots of positives to build on.

GH noted that students in priority groups appear to be subject to a higher number of fixed term exclusions and asked if any particular reasons have been identified. DWF explained that St Bart’s has a low rate of exclusions but there are a key four or five students who skew the data and weight it disproportionately towards disadvantaged students. One student who contributed to data in all priority groups is no longer at St Bart’s.

DWF also responded to a query from GH about space for SEND students. The number of students in this cohort has grown by 26% since the current school buildings opened in 2010. Student health and development support has become much more complex since then and the Personalised Learning remit is much larger than before. Space needs will be developed with governors over the coming months.

GH asked if there are any priority group trends. DWF replied that Pupil Premium numbers haven’t changed much but that there are a higher proportion of students who receive Free

School Meals making up Pupil Premium numbers due to changes in the benefits system. There has been a very big change in the last three to four years: there are very significant social, emotional, health needs.

CW asked about attendance at remote sessions. DWF reported that, overall engagement in online learning was very high with attendance levels similar to normal face to face. JPS added that there was slightly higher than usual attendance at the options evenings which were both held online.

CW asked what teachers think of the online parents' evenings. JPS replied that feelings are mixed: some really like the efficiency of the online system and there is some anecdotal evidence that some parents prefer it too. Some staff are less keen as they can't read body language etc.

CC asked about destinations information. JAM explained that destinations data is summarised at the end of the year and placed on the website. Information is received at different points in the year so passing it on in a piecemeal way would not give a complete picture. AER added that Oxbridge offers are made at a particular time so it is possible to report on these when they happen as they are a distinct group within destination information.

In response to a query from KS about the EPQ, AER explained that this is now offered in Year 12 as well as Year 13.

KS asked how the English Faculty is performing. MAR declared an interest at this point as he is a member of this faculty. JAM replied that the forecasts for KS4 and KS5 are positive. KS5 Language is still showing cause for concern for a number of reasons. There will be a permanent leads for KS5 from Easter and KS4 from September. It is hoped that KS4 will achieve ALPS2, KS5 Literature ALPS2 and KS5 Language may be ALPS6. JPS noted that this is difficult to discuss because of the way in which grades will be determined this year.

8. REPORTS FROM COMMITTEES

Resources Committee – SL

- The meeting took place in January at the start of the latest lockdown;
- The Committee received an ICT update , including the provision for students;
- JES' report focussed on the financial impact of COVID in terms of lettings and catering;
- Free School Meals and nutritional standards were discussed;
- Assets & Resources:
 - o It is expected that NAC will want to meet to discuss use of Browns Meadow;
 - o The Browns Meadow Working Group have met and agreed actions;
 - o SL and GH have visited the Hut and are drafting a report on the condition;
 - o DWF has begun working on a land and buildings strategy.
- Health & Safety:
 - o SL's H&S Governor's Report was circulated in advance of the meeting;
 - o SL's visit was dominated by testing and lockdown;

- The COVID Risk Assessment has been joined by one specifically for lateral flow testing – first for vulnerable and key worker children, as well as the staff supporting them, and then for the whole school. Testing was conducted to the highest standard.

Education Committee – GN

- Two meetings have taken place this term;
- The first meeting focussed on remote learning;
 - WT was elected Vice-Chair of the Committee;
 - There was a presentation from JPS on the curriculum.
- The second meeting looked at the return to school;
 - There was a Safeguarding update from Jon Lawes, DSL;
 - Sian Allen gave a report on the Sixth Form;
 - Kathy Hersch reported on AG&T – stretch and challenge for all;
 - Link Governors have started to meet staff, Sixth Form and Careers in particular;
 - Risks are now reported on within meetings.

JCC – CC

- The Staff Forum had met remotely and discussed remote learning, online parents’ evening etc.;
- The feedback regarding the parents’ evenings was very positive;
- The unions mentioned workload and concerns about visitors onsite. They were complimentary about LT support;
- No Support Staff issues were raised.

People Committee – KS

- GH was in attendance;
- Staffing matters are included in the Headteacher’s Report;
- Recruitment is a priority and is highest on the People Committee’s Risk Register;
- Support Staff salary pay progression was agreed but the national salary review is still awaited.

Finance & Risk Committee – CS

- A lower surplus is now forecast due to reduced income (lettings, catering) and increased staffing costs;
- £300,000 worse off than when the budget was set;
- There were discussions about how scrutiny should be carried out.

Chairs’ Group – CC

- The Group now meets half-termly;
- It has looked at preparing for committee meetings, Vice-Chairs of Committees;
- Consideration of how to use the Risk Register has taken place;
- The process for reviewing policies was discussed;
- Planning for the strategy session has also taken place;

- Governor recruitment and self-assessment have received focus.

Governors' Forum – KS

- This isn't a formal meeting;
- No decisions are taken;
- The policy review process was discussed;
- The Governors' Self –Assessment was reviewed;
- There was a discussion about the strategic role of governors, ensuring that they do not step into operational matters unnecessarily.

9. SAFEGUARDING GOVERNOR'S REPORT

This item was deferred in DH's absence.

10. HEALTH & SAFETY GOVERNOR'S REPORT

This was dealt with under Item 8.

11. GOVERNANCE

Governance/Self-Assessment

This was dealt with under the Governors' Forum Report.

Appointments & Resignations

HLS reported that Steve Foyle had resigned as of 31st December, 2020.

Nominations Committee Recommendation

It was proposed that Tom Murray be co-opted as a Governor (a recommendation from the Nominations Committee was circulated in advance of the meeting).

Proposed: KL

Seconded: CS

Vote: unanimous.

Committee Membership

An updated list was circulated in advance of the meeting and agreed.

Strategy Session – 28th April

The date was noted.

Meetings Calendar including deadlines

The Calendar was circulated in advance of the meeting and noted.

It was agreed that once events can happen in person, a rota of Governors will be drawn up so that there is a Governor presence when appropriate.

Risk Management Working Party Terms of Reference

A draft was circulated in advance of the meeting and agreed.

12. POLICIES

The following policies were approved:

- Anti-bullying
- Careers
- SEND

13. AOB

Nothing further was discussed.

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

SignedDate

Co-Chair of Governors