

Local Governing Body of Stokesley School

Meeting Minutes



Date	Tuesday 10th July 2018 – 8:00am – 10:00am
Venue	Stokesley School

Present:	R.Barker, S.Brennan (Vice Chair), L.Cornwall, S.Drumm (Du), B.Griffiths, M.Miles, H.Millett (Headteacher) and S.Thorogood
Apologies:	P.Hutchinson (Chair)
Presenters:	None
In Support:	S.Hague (C2G), A.Price (ALT Director)

Minute No.	Agenda Item	Owner
LGB49/18	<p>Consented/ Non-consented absences and confirmation that quorum present</p> <p>It was agreed that the absence and reason for absence received from P.Hutchinson be consented to.</p> <p>It was agreed that the early departure of B.Griffiths (meeting at 8:40am), be consented to. The Vice Chair confirmed that the meeting was quorate.</p> <p>The Vice Chair introduced A.Price (ALT Director), who had an interest in item LGB58/18 on the agenda, and had been invited to attend the meeting as an observer.</p>	Chair
LGB50/18	<p>Declarations of personal and pecuniary interests</p> <p>The Governors were reminded to ensure that their declarations of interest, pecuniary or otherwise were up to date.</p> <p>The Governors confirmed that they had no personal or pecuniary interests in any of the Agenda items of the meeting.</p>	Chair
LGB51/18	<p>Notification of items of other urgent business</p> <p>1. Behaviour Policy. The Headteacher wrote to the Governors regarding the Behaviour Policy on 5th July 2018 proposing 3 minor amendments which required ratification. They were as follows:</p> <ul style="list-style-type: none"> - Adding 'Equalities Act 2010' to the list of legislations used to adhere to statutory requirements; - Adding 'to be treated without discrimination' under 'Everyone has a right to'; and - Adding 'to protect others from discrimination' under 'Everyone at Stokesley has a responsibility to'. <p>The amendments were approved by the Governors.</p>	Chair
LGB52/18	<p>To confirm as a correct record the minutes and confidential minute of the meeting held on Tuesday 12th June 2018</p> <p>The Governors agreed that the minutes (minute nos. LGB37/18 – LGB48/18 inclusive), and the confidential minute (minute no. CLGB03/18) from the previous meeting held on 12th June 2018 be approved and signed as a true record. The Vice Chair duly signed both sets of minutes.</p>	Chair

**Local Governing Body of Stokesley School
Meeting Minutes**



<p>LGB53/18</p>	<p>To consider any matters arising from the minutes for which there is no separate agenda item</p> <p>1. Uniform update. The Headteacher provided an update on the implementation of the updated school uniform, and confirmed that a number of strategies were in place to help address compliance, which included communication via the Headteacher’s newsletter, information in the school planner, and posters around school. Noncompliance was discussed, and MLH confirmed that a ‘Uniform Timeline’ was in place to assist in addressing any issues that may arise at the start of the 2018-19 academic year.</p>	
<p>LGB54/18</p>	<p>Health and Safety **</p> <p>The Health and Safety Policy was circulated with the meeting agenda for information. The Governors queried the policy’s provenance, and it was confirmed that the document originated from a NYCC-policy. It was agreed that any comments regarding the content of the policy should be sent to the Link Governor with responsibilities for Health and Safety.</p>	<p>All Gov’s</p>
<p>LGB55/18</p>	<p>Leadership and Development Team</p> <p>A paper detailing the core responsibilities of the Senior Leadership Team (SLT) was circulated with the meeting agenda. The Headteacher explained the rationale for reorganising the SLT’s responsibilities, and the Governors agreed that it was a helpful and useful document.</p>	
<p>LGB56/18</p>	<p>School Development Plan</p> <p>Three papers were circulated with the meeting agenda, and they were as follows:</p> <ul style="list-style-type: none"> - Detailed review of 2017-18 (RAG rated document) - Priorities for 2018-2019 - Information for parents; how we support our students’ behaviour at Stokesley School. <p>The Headteacher provided an overview of the progress made against the 2017-18 Improvement Plan, and stated that whilst a 1 year improvement plan is not ideal, progress against Priority 1 was on target. Strategies for behaviour management are in place, and the three staff-created rules ‘Ambitious, Respectful, Ready’ are pervading the staffs work. Several recognition strategies and techniques have also been adopted. Priority 2 is linked to Mrs S. McGreal’s area of responsibility and developmental work is continuing. The Headteacher confirmed that Priority 3, and attendance needed to be the school’s highest priority with a clear strategy executed rigorously.</p> <p>B. Griffiths left the meeting at 8:40am</p> <p>The Governors discussed the clear format of the priorities for 2018-19, and clarified with the Headteacher that any data associated with the priorities would be triangulated and reported on, in future Headteacher reports.</p>	<p>MLh</p>

Local Governing Body of Stokesley School
Meeting Minutes



	<p>There was a brief discussion on the impact of the newly revised behaviour sanctions, and the Headteacher reported that since the launch 4 weeks ago, early indications suggest a positive impact on behaviour.</p>	
LGB57/18	<p>Link Governance Three papers were circulated with the meeting agenda, and they were as follows:</p> <ul style="list-style-type: none"> - Existing Faculty Link Governors 2017-2018; - Proposed Faculty Link Governors 2018-19; and - Proposed Programme for Link Governance 2018-2019 <p>The Governors discussed their responsibilities as link governors and questioned the reasons behind the review of faculty link governors. The Headteacher explained the links to the OFSTED priorities, as well as highlighted the associations between the SLT members and the specific subjects, curriculum areas and other aspects of the work of the school. The Governors agreed to review the proposed link governor amendments and feedback their link preferences.</p> <p>The proposed programme for link governance meetings throughout 2018-19 was discussed, and the Governors suggested individual faculty exam results review meetings, for which the Headteacher agreed to provide an updated programme, including dates and times. The Governors welcomed the opportunity to engage formally with the school on three further occasions (SLT Review Meetings, an Immersion Day, and a Staff Voice Session) which have already been programmed for the 2018-19 academic year.</p>	<p>All Gov's</p> <p>MLH</p>
LGB58/18	<p>Child Protection and Safeguarding Policy The Child Protection and Safeguarding policy was circulated with the meeting agenda. The policy, which has been developed by both Richmond and Stokesley schools and incorporates recently published new statutory guidance and, in each case, adaptations relevant to the circumstances particular to the schools, was discussed in detail. The Governors voiced their concerns that the wording did not reflect the obligations set out in the Governors Handbook, and were uncomfortable with clause 3.1. SWB agreed to speak with the Chair to establish a progressive and suitable way forward, and AP offered to review the policy and work with the LGB's to ensure the policy can be ratified by the Board.</p>	<p>SWB</p> <p>AP</p>
LGB59/18	<p>Any Other Business</p> <ol style="list-style-type: none"> 1. Preparing for OFSTED. There was a discussion about preparing for OFSTED and the Governors agreed to the Headteacher's offer of hosting a 'Readiness' session towards the end of the Autumn term. 2. Careers Guidance. A Governor commented that good career guidance is critical if young people are to raise their aspirations and capitalise on the opportunities available to them. The Headteacher explained that Stokesley School's career guidance was under review, and the 'Gatsby Benchmarks', which are a framework of 8 guidelines about what makes 	<p>MLH</p>

**Local Governing Body of Stokesley School
Meeting Minutes**



	the best careers provision in schools and colleges, were being adopted in order to assess the school's offer.	
LGB60/18	<p>** Dates of next LGB Meetings (at Stokesley School from 08:00-10:00am)</p> <ul style="list-style-type: none"> - 2nd October 2018 - 6th November 2018 - 4th December 2018 - 15th January 2019 - 12th February 2019 - 19th March 2019 - 30th April 2019 - 4th June 2019 - 2nd July 2019 <p>Dates of Link Governor Meetings (at Stokesley School)</p> <ul style="list-style-type: none"> - 25th September 2018 – 3rd October 2018 - Exam results review meetings - 21st November 2018– SLT Review Meetings (3:30-5:00pm) - 15th February 2019- Immersion Day (am ONLY) - 21st June 2019- Staff Voice (am ONLY) 	C2G

Minutes taken by: S. Hague (Clerk to the Governors)
Documented Minutes: LGB49/18 – LGB60/18 inclusive
Documents Circulated with Minutes None
Date: 11th July 2018

Signed: A. P. Hutchings (Chair) Date 2nd October 2018