

Samuel Whitbread Academy (SWA) – Governing Body Meeting – Published Minutes - Thursday 11th July 2024

Item		Action
1	<p>WELCOME AND INTRODUCTIONS</p> <p>Attending the meeting in addition to the governors were Clerk (JW), Principal (NM), Vice Principal (IB) and Vice Principal (CL). Vice Principal (CL) and Governor (EA) joined the meeting virtually.</p> <p>The Chair advised that Governors (SB, AM and VH) are leaving the governing board. She discussed the recruitment process underway for new governors. The Chair and Governor (RF) will continue in their roles until August 2024.</p> <p>Apologies – Three Governors were absent. Apologies were accepted. Declarations of Interest – No interests were declared.</p>	
2	<p>BEHAVIOUR & ATTENDANCE</p> <p>Associate Principal (CK) to attend the next meeting to update on Behaviour & Attendance.</p>	
3	<p>MOBILE PHONE POUCHES - Mobile phone pouches for new Year 9 students & Mobile phone behaviour ladder</p> <p>Pre read: Behaviour Management inc Exclusions & Physical Intervention Policy June 2024;</p> <p>The Principal gave a verbal update on mobile phone pouches on behalf of Associate Principal (CK). He explained that there will be mobile phone pouches for Year 9 starting in the next academic year and explained the process for this. He discussed the sanctions for using a phone inappropriately as stated in the updated Behaviour Management Policy. The Associate Principal answered some Governor questions received prior to the meeting. The Principal answered Governor questions on the mobile phone pouch procedures at the meeting. Governors supported the use of mobile phone pouches.</p>	
4	<p>SAFEGUARDING</p> <p>The Principal gave an update on behalf of Assistant Principal (TR) on the Safeguarding Audit.</p> <p>Governors discussed and asked questions about the student and staff survey responses and the transition process for the new DSL. The Assistant Principal answered questions received prior.</p>	

5	<p>TUTOR TIME & PSHE</p> <p>The Principal gave an update on behalf of Assistant Principal (TR). He explained that Vice Principal (IB) will cover this role next term.</p> <p>The Chair asked if there were any questions. There were no questions.</p>	
6	<p>EDUCATIONAL PERFORMANCE</p> <p>The Vice Principal (IB) presented Year 9 and Year 10 performance data and answered governor questions provided in advance and during the meeting. Governors discussed the data and questioned the reasons for the outcomes.</p>	
7	<p>HoDs AWAY DAY & DEPARTMENT DEVELOPMENT PLANS (DDPs)</p> <p>The Vice Principal (CL) gave a verbal update on the HoDs Away Day and explained that this was held in smaller groups this year and the primary focus was to ensure HODs have a working centralised DDP document. The Vice Principal discussed the Anthecology and want staff to be engaged with it via appraisals and DDP. She answered Governor questions on DDP actions and data.</p>	
8	<p>STAFFING & CPD PRIORITIES</p> <p>The Principal gave a verbal update on staffing and CPD priorities and confirmed the school is fully staffed with the exception of one role.</p> <p>There were no questions.</p>	
9	<p>SEF REVIEW</p> <p>The Principal discussed the updates to the SEF and Organogram document and tabled it to Governors. Governors expressed how the SEF had evolved into an excellent working document.</p> <p>The Chair discussed Governor link roles next year and advised she would complete this with the Principal shortly.</p>	
10	<p>PRINCIPAL'S REPORT</p> <p>The Principal gave a verbal update including:</p> <ul style="list-style-type: none"> ● Passing of Y9 student – support has been provided to students/staff. Students have asked to create a mosaic of pebbles in the SWA memorial garden that will be decorated by students. <p>Governors offered their support. Governors asked questions about the budget and recruitment.</p>	

11	<p>POLICIES</p> <p>Governors discussed the policy changes and agreed they were happy to adopt the Behaviour Management inc Exclusion & Physical Intervention Policy, Policy Provider Access and Lesson Observation Policy.</p>	
12	<p>GOVERNOR LINK ROLES & VISIT FEEDBACK</p> <p>The Chair confirmed the Organogram showed governors their Senior Team Link and asked that all Governors make contact with their SLT Link in September. The Chair confirmed that Governors also have subject links too and need to meet with their link termly. Governors agreed if there were changes to SLT Links that they would share information to assist with handovers.</p> <p>Governors were advised that there are a number of NGA online training sessions that they can attend online. There were no questions.</p>	
13	<p>MINUTES and ACTIONS OF THE PREVIOUS MEETING</p> <p>Governors confirmed they had read the minutes from the last meeting. Minutes from the LGB meeting on 23rd May 2024 were agreed.</p>	
14	<p>AOB</p> <p>Governors agreed LGB meeting dates for 2024/25.</p> <p>The Chair discussed the Open Evenings and Awards Evenings. All Governors are welcome to attend.</p> <p>The Principal thanked Governors for all their work on the Governing Board.</p>	
15	<p>Next meeting date</p> <p>Thursday 26th September 7pm - in person meeting.</p>	