



Minutes of the meeting of the Governing Body held on Thursday 14th February 2019 at 4.00 pm.

Governing Body:

Name	Initials	Position	Type	Attended
Jenny Tuck	JT	Chair	Co-opted Governor	Y
Charlotte Morley	CM		Co-opted Governor	Y
Jo Luhman	JL	Head	Ex Officio	Y
David Barter	DB	Vice Chair	Partnership Governor	Y
Philip Goddard	PG		Parent Governor	Y
Gavin Price	GP		Co-opted Governor	Y
Graham Rudd	GR		Parent Governor	Y
Martin Sands	MS		Local Authority Governor	Y
Leticia Welmers	LW		Staff Governor	Y
Susan Belgrave	SB		Parent Governor	N
Eamon Lally	EL		Parent Governor	Y
Phil Virgo	PV		Parent Governor	Y

In attendance:

Jennie Morgan	JM	Clerk to Governors
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	TOPIC	ACTION
1	APOLOGIES FOR ABSENCE Apologies for absence were received and accepted from SB.	
2	DECLARATION OF INTEREST There were no new declarations of interest.	
3	CHAIR'S ACTIONS No emergency actions have taken place since the last meeting.	
4	MINUTES OF THE MEETING OF 13 DECEMBER 2018 The minutes of the last meeting were signed and agreed.	
5	MATTERS ARISING FROM THE MINUTES <ul style="list-style-type: none"> • JM gave PV the documentation which has been signed and sent back. • PV will write a pen portrait. 	PV

	<ul style="list-style-type: none"> • The terms of reference are not yet done. • JL will get dates for student leadership team meetings. • JM to send keeping children safe in education update to governors. • JT's meeting with AI was postponed due to the snow. • JT has been added to the distribution list for safe at Kings. • JT asked governors to send the dates for training completed to her. • JT will ask Babcock for a governor training for Kings International College. • JM to check if there is a new governor training date. • If governors visit the school they need to complete a Governor monitoring form. • JM to give staff governor contact details but reiterate that no data should be sent in this way. <p>We will try to reduce the amount of information given at a meeting.</p>	<p>JL JM</p> <p>All JT JM All</p> <p>JM</p>
6	<p>HEADTEACHER REPORT UPDATE</p> <p>Tomlinscote's catchment area has increased. Our current pupil numbers are 641 and we expect 680 in September. We are getting all of the centrally allocated children.</p> <p>We are working with Farnborough Sixth Form, Tomlinscote and the Kite Academies on a literacy project. During work experience week we are taking a group of year 10's to make story sacks and also for World Book Day, our reading mentors are going out to South Camberley and Lakeside.</p> <p><i>Governors asked why we are doing this.</i></p> <p>School replied if we can impact on key stage 2 literacy then it can only help us in the future. We can use Nisha Tank as a literacy consultant.</p> <p><i>Governors noted that the projects that Nisha is running are exciting and one governor has observed the Reading mentors with the year 7's. Governors asked if this is logged against our OFSTED criteria.</i></p> <p>School answered yes it is in the College Development Plan.</p> <p>JL continued that for year 6 induction we will have parent meetings in March. Year 6's will also come in during science week.</p> <p>The hall is being decorated. Although we have not had it confirmed in writing yet we have put in a successful bid for a dancefloor and mood lighting and for mental health and well-being. The scaffolding will be down soon and work should be completed by 5th.</p> <p>£60,000 worth of drainage work has to take place so now there will be no canopy outside the Sixth Form or Art room / block so we will need to raise funds for these in some other way.</p> <p>83 students are going out on work experience. They paid £38 each. There are 24 students for whom we have to find something to do (see above re creating Story Sacks at South Camberley)</p> <p>We will have a boy joining us in April for one week. He belongs to the circus. They may provide a circus skills workshop. We are also taking on a Japanese student for one year in September.</p>	

	<p>Bank of America are coming in to look at teaching of computer science and cyber security.</p> <p>Waitrose in Frimley have agreed to support our fundraising for assistive technologies so please drop a token in the box if you are in there.</p> <p>The PTA are helping us to raise funds for toilet refurbishment.</p> <p>JL has told staff that we will be going to 5 classes from September. There are some costs associated with this due to the need for additional furniture.</p> <p>Sir John Holman (Education advisor at the Wellcome Trust) is visiting us as part of his role in the Gatsby benchmarks on 28th February.</p> <p>Michael Gove MP is visiting us on 21st June.</p> <p>CM volunteered to meet Michael Gove.</p> <p>MS and JT will meet Sir John Holman.</p> <p>We are looking at the contracts for the AstroTurf and Farnborough Fins.</p> <p>The options process has started and we had attendance of 77% at options evening. We also had one complaint that it was 'too busy'.</p> <p>The big negative in this report is the oil leak in the other food technology room. <i>Governors asked if this has limited school's options in regard to provision of Food Technology</i></p> <p>School replied yes. We are going to try to put two electric ovens in the current food technology room.</p> <p>We have had the walk from Surrey Heath about the land. Surrey Heath want to put soakaways in but Surrey CC say this is a waste of time. Surrey Heath need to talk to Surrey County Council about this. We have had a positive meeting and they will make a wetlands and SANG etc. The development group need to meet. JL will invite a legal person to talk about the costs and this will take place on 6th March after the Resources Committee meeting.</p> <p>JM to add a discussion about a business manager/additional staffing to the next Resources agenda.</p> <p><i>Governors asked if there will be enough staff for 680 students.</i></p> <p>School replied yes, with five classes we are not worried about staffing but may still need to employ an Assistant Headteacher.</p> <p><i>Governors noted that the problem is managing a big operation. Governors asked what methods we would use to get a good, experienced Assistant Head.</i></p> <p>School noted that we will have to use money to attract strong candidates and provide opportunities for professional development.</p>	<p>JL</p>
<p>7</p>	<p>CDP</p> <p>JL told governors that now the college development plan is in the first monitoring cycle. The plan is, as we move forward in governors meetings, to bring a one-page update on each objective for governors to monitor. By next week we will</p>	

<p>have all the monitoring done. We now need governors to monitor their own performance.</p> <p><i>JT explained that one of the key areas is SEND. GP did have responsibility for that. JT asked if anybody was able to take it on and if not she will take it for now. DB noted that he will take on safeguarding and drop teaching, learning and assessment.</i></p> <p><i>EL had lots of questions. He noted that there seems to be a big gap between the aims of the school and what they are achieving for the students. He wanted timescales added to this document and noted that the narrative seems to be 'we are not as rubbish as we used to be'.</i></p> <p>JL responded that we have tried to pare down to 5 key things that would make the biggest impact in the shortest amount of time. She has made it clear within the document that this will not be within a year.</p> <p><i>LW pondered that perhaps the gap is due to a lack of experience in the staff governor. She can see how what is being looked at translates into what is being done.</i></p> <p><i>CM noted that we used to have a teaching and learning committee.</i></p> <p><i>JT commented that this was not quorate and a lot of information was repeated and that information about Teaching and Learning was now presented to all governors at FGB. However, a review of the committee system needs to take place with some urgency.</i></p> <p><i>EL stated that the expectation is that school is very good at taking students that don't fit into other boxes. However we don't have the results for high performers at key stage 2 OR the disadvantaged.</i></p> <p>JL replied that if we take out the 3 students who are outliers then the progress 8 looks positive. We won't see a positive progress 8 until the current changes we put in last year go full cycle. So this will be in 3 years' time. Children in year 11 last year were the result of the cumulative effect from failing primaries and 5 years of flux from 'requires improvement'.</p> <p>JL asked governors if they think the college development plan is designed to improve outcomes for pupils.</p> <p><i>EL replied yes. It is designed to do that. However he asked if the culture change required to make it happen was live off the page.</i></p> <p><i>LW interjected that as middle leaders they look at the data and how much the college development plan relates to their own departmental development plans.</i></p> <p><i>DB commented that it will be the governors' own monitoring visits that give them the opportunity to question this and see how it is working. We have spent a disproportionate amount of time looking at business of keeping the school going.</i></p> <p><i>LW noted that it helps teachers that governors focus on this business.</i></p> <p><i>DB noted that the governing body was justifying every six months to Surrey the right to exist previously.</i></p> <p><i>It was reiterated that governor monitoring visits to their assigned areas of the curriculum are vital in order to inform discussion and to enable governors to provide challenge.</i></p> <p>JL told governors that all performance management targets relate to the CDP so that everyone is pulling in the same direction. If anyone wants to question or add anything then please let JL know.</p>	
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8	<p>CDP GOVERNOR ACTION PLAN</p> <p>JT told governors that she will invite Angela Bradshaw in to do a session on the new OFSTED framework. JT will check if this can happen on the 23rd April INSET day.</p> <p>It would be helpful to reflect the new OFSTED in the committees and therefore the suggestion is 4 committees consisting of:</p> <p>Outcomes - which will cover pupil premium, SEND data and careers and will be attended by BG.</p> <p>Personal development, welfare, safety and well-being - which will include attendance, exclusions, safeguarding and mental health and will be attended by AI.</p> <p>Teaching, learning and curriculum - which will cover the curriculum, teaching and learning, and staff and well-being - this will be attended by TB and JL.</p> <p>Resources - which we attended by JL.</p> <p>We will have a separate exam meeting to look at results in September. These meetings will take place once per 13 weeks except for Resources which will take place twice termly.</p> <p>JT asked for views on the governing body action plan.</p> <p>JL noted that on objective 1, what is it governors will see when the objective is 'subject leaders to develop action plans'?</p> <p>LW commented that departmental action plans linked to the college development and could governors perhaps see middle leader action plans</p> <p>JL suggested that governors should come to inset days. The next one is on 23rd April. Governors need to be more challenging with their questions.</p> <p>DB left the meeting at 5:45 pm</p> <p>EL noted that the action plan doesn't bring up the behaviours that governors display in meetings. JT asked governors to consider how they will monitor this and assess their progress. She will invite Ruth Merton to talk about how we monitor the action plan. It is governors' statutory duty to monitor safeguarding, health and safety, SEND, pupil premium, data protection and finance.</p> <p>Actions from today therefore are: OFSTED - Angela Bradshaw to come in on 23rd April. Reconfiguration of committees. Committees report back to the full governing body. Ruth Merton to help us work out how the governing body will evaluate ourselves.</p>	JT
9	<p>AOB</p> <p>Camberley Athletics have offered to improve our sports facilities but only if we let them pay a peppercorn rent.</p> <p><i>Governors asked what they get at the moment.</i></p>	

	<p>School replied they just get the grass and the Portakabin. They want to do a joint crowdfunding project but we cannot get a running track if there is one within a 20 minute driving distance of the school. They will only invest if we offer them the peppercorn rent.</p> <p><i>Governors asked if they will leave if we don't do this.</i></p> <p>School answered no.</p> <p><i>Governors noted that we need to balance what we would lose over 5 to 7 years against what we would make.</i></p> <p>School said that we would get KC to look at this.</p> <p><i>Governors noted that it is a decision-making process. Do we want to get our hands tied in and how much money would be spent?</i></p> <p>JL feels that we should deal with the land and then look at sporting facilities. JL to feedback at next meeting.</p> <p>The lottery document will be signed.</p> <p>JL to ask KC who from Surrey County Council is walking the site to look at the DFE report.</p> <p>JT noted that it is GP's last Full Governing Body meeting but he will stay on the development group as an associate governor. Thank you to GP for everything he has done on the governing body.</p> <p>GP told governors that he has had 4 years as a governor. He was a pupil who left here in 1981 and was asked to sponsor a maths competition initially. He was so impressed that when he was asked to become a governor he agreed. We were in 'requires improvement' at the time and then received a 'good'. GP stated that he has thoroughly enjoyed his time as a governor and it's been great to see JL continuing the momentum towards 'outstanding'.</p> <p>JT told governors that an IT specialist is interested in becoming a co-opted governor. He is also an ex-pupil but JT needs to meet with him and needs governors' permission to approach.</p> <p>All governors replied yes.</p>	<p>JL>KC</p> <p>JL</p> <p>JL</p>
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Meeting closed 5.55pm.

Signed:

Chair of Governors:

Date:

Professional Negligence Statement

Advice given by governors at this school is incidental to their professional expertise and is not being given in their professional capacity.

Confidentiality Statement

Governors respect the confidential nature of discussions and do not disclose governor business or decisions. When minutes of governing body meetings, Part 1, are approved they are made available to any member of the public who requests sight of them.