



**Minutes of the meeting of the Governing Body held VIRTUALLY on Wednesday 17<sup>th</sup> June 2020 at 10am.**

**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
Graham Rudd	GR		Associate Governor	Y
Martin Sands	MS		Local Authority Governor	N
Susan Belgrave	SB		Parent Governor	Y
Eamon Lally	EL		Parent Governor	N
Phil Virgo	PV		Associate Governor	Y
June Phillips	JP		Co-opted Governor	Y
Bindi Sarl	BS		Co-opted Governor	Y

**In attendance:**

Jennie Morgan	JM	Clerk to Governors
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	TOPIC	ACTION
1	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies were received and accepted from MS. EL was not present at the meeting.</p>	
2	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no new declarations of interest.</p>	
3	<p><b>CHAIR'S ACTION/S</b></p> <p>There were no new chair's actions. JT went into school last week regarding a video for open evening.</p>	
4	<p><b>HEADTEACHER REPORT</b></p> <p>JT asked governors to give their questions and asked hers:</p>	

*In relation to the numbers of individual students in school classed as vulnerable / disadvantaged are they as the school would expect?*

JL replied that we predominantly know the disadvantage students and some will not engage.

*What reasons are parents giving for refusing to send their Year 10 children (and others) back to school? Are these all 'legitimate' reasons?*

There are some year 10 children already in keyworker school. Other families do not engage generally, very few who have given a reason.

*If some parents have failed to respond to the Year 10 survey are their children accessing online learning at least?*

Yes, children are chasing us. They are accessing online but for some children this is the earliest that they have been up in three weeks. They have become 'nocturnal'. It has been quite hard this week for them to get up early. The live lesson attendance is disappointing and e.g. in Citizenship 8 students were in and this has been similar in other subjects. The students who are coming in are amazing and immersed and engaged.

*BS commented that a part of her job is to phone around schools and she can concur with everything JL is saying. The fear is still there and some people are scared to come out. We are beginning to hear complaints as children are not in their friendship groups and there is some parental apathy. There is also student apathy. The question is why year 10s do not have that urgency as next year is GCSE year.*

*JT questioned if this is not unusual in any respect then.*

*BS replied no.*

*CM noted that on the parent side her daughter has to ask permission to miss her live lessons it is worth thinking about a register.*

*SB questioned if they don't attend online lessons does it go against the school in terms of attendance.*

JL answered that registers were opened by Surrey on Monday. There is no registration mark for online home learning and we do not have the IT infrastructure to do this - we also have families without IT at home. Students cannot be in team support and open power points at the same time often. By the end of the week we will have an analysis of where we are up to and barring 21 children most of year 10 will have been in at some point this week. Some are using the live chat group. JL had previously said to JT that parents have been amazing but now some are turning. They are asking why we are not doing what independent schools are doing - this is down to funding.

We are doing year 10 and year 9 live lessons but we still have year 7 and year 8 home learning. We are now looking at getting all of year 7, 8 and 9 disadvantaged students in for a face-to-face meeting over the same week.

*JT asked regarding face-to-face meetings if there is a capacity for this to happen on a one-to-one basis.*

JL answered yes.

*CM questioned if we have managed to access the Surrey County Council laptops.*

<p>JL replied that they have arrived at Surrey County Council and questioned why they are setting them up and why volunteers are setting the lap tops up ready for use - we just need them in school.</p> <p><i>BS noted that the mood of parents is changing and she concurs again. It changed when the government did a U-turn on all students going back. Surrey County Council did send a letter to schools to send to parents.</i></p> <p>JL noted that she thinks we have quite a lot of children in.</p> <p><i>BS agreed that we are doing more than many schools. It is very dependent on the school and the individual circumstances but parental mood has changed with all schools.</i></p> <p><i>DB noted that there are changing parental attitudes. At another school they have had 3 formal complaints. They will come in, all you can do is bat them back.</i></p> <p>JL noted that she has been very transparent with parents.</p> <p>JT asked <i>'You have probably explained this but I have forgotten, why are students in Year 10 not coming in to school on a Wednesday? When are we doing our deep cleans?'</i></p> <p>JL answered Year 10 is now coming in on Wednesdays. There are deep cleans happening at the end of every night as we are not cleaning rooms that are not currently being used</p> <p><i>Can you explain why there are disclaimers on behalf of staff? (referred to in your HT report)</i></p> <p>In maths there is a teacher who is a year 11 parent. We had to do a disclaimer that she was not part of the whole school Maths ranking process. In terms of other disclaimers - JL had to write a disclaimer as Head of Centre and as a teacher of a Maths class.</p> <p><i>MS had asked prior to the meeting if we are happy with the results.</i></p> <p>JL replied no, it is not fair as we have a small school. The process is that once we had all the gradings and they were verified by JL we used the FFT toolkit and put the first set of results in and it told us if it looked too high etc. What was interesting was the subjects that FFT agreed – Maths, English, English Literature, Performing Arts and Citizenship all came out brilliantly. Coursework subjects were good with lots of evidence and mocks from February.</p> <p>Subjects where mocks were held before Christmas appeared to be further off the mark. Our profile for this year group is skewed as it is top-heavy with girls. If teachers do this process professionally then it works well but unfortunately as soon as OFQUAL announced parents can't appeal but can complain to school there is a standardisation issue.</p> <p><i>On the list of young people in regard to safeguarding, have 'new cases' been added during lockdown?</i></p> <p>JL replied yes there are new safeguarding cases logged on CPOMS.</p> <p><i>Now that Year 10 are coming back in to school have we got letters prepared to send out in the event of a new case(s) being identified or suspected e.g. 'Your</i></p>	
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	<p><i>child has.....', 'A child in your bubble has.....', Someone in school has BUT it doesn't affect your young person.....'</i></p> <p>JL replied not letters. Communication has been and will continue to be via email and telephone conversation.</p> <p><i>In light of the pandemic, are we planning to postpone the introduction of the new RSE curriculum in September to the new timing i.e. summer term 2021?</i></p> <p>JL noted it has been running since September.  <i>SB asked if there were any thoughts on whether the options could be taken earlier.</i>  JL answered no, we won't be able to staff 3 year options.</p>	
<b>5</b>	<p><b>POLICIES</b></p> <p><i>CM spoke with regards the assessment form that there was no reference to offsite trips and sports fixtures.</i>  <i>JP noted on the risk assessment that a student should take themselves to the medical room - she questioned how we know if they have arrived.</i>  JL replied that would be marked as going to the medical room and we can add to make this explicit in the document.</p> <p><i>GR mentioned in the First Aid Needs Assessment there is not an answer to Point 12.</i>  JL replied this is not applicable.</p> <p><i>GR noted in the First Aid Policy it said there are 7 first-aid kits and 6 locations - should we add the first aid room?</i>  JL answered that we will add it.</p> <p><i>JT asked who wrote the policies.</i>  JL answered that they came from the SLA agreement.  <i>JT will send her points to KL</i></p>	<b>JT</b>
<b>6</b>	<p><b>SAFEGUARDING</b></p> <p><i>DB questioned the visits out that staff have been making.</i>  JL replied that they travel there in the minibus.</p> <p>The safeguarding audit needs to be signed off by 30th June we will put it up on the screen when DB comes in.</p>	
<b>7</b>	<p><b>AOB</b></p> <p>We need to appoint a new staff governor and will begin that process. There is also the opportunity and need to appoint new parent governors. EL will stay on but will not be a parent governor any longer.</p> <p><i>JT asked about staff morale</i></p>	

<p>JL replied BAME staff are concerned. Staff who have been coming in the whole time are very positive and anxious to get it right. There have been some childcare issues which will have to be unpaid now.  <i>MS had asked are the unions helpful and cooperative.</i>  JL replied yes, so far.</p> <p>JL noted that the safeguarding audit says has the Headteacher, chair of governors or equivalent done managing allegations training.  <i>DB replied that he has not done this through Surrey safeguarding board.</i>  JL noted somebody needs to train for permanent exclusion hearings and staff disciplinaries.  We need to get more governors trained to conduct / participate in panels.  <i>DB asked if JL could send round information.</i>  JL answered yes.</p> <p><i>SB raised the issue of 'Black Lives Matter' and unbiased bias training. She asked if there are plans to do teacher training.</i>  JL replied she has had some information from SaFE asking us to look into whether we need it. Wellington College have offered some of our bespoke training so we will also look at that. We have had some concerns from staff and mixed-race families. A staff member has spoken about the increase in cases of Covid in members of the BAME Community. It was a throwaway comment but this highlights the need to look at communication and how language can be interpreted.  <i>SB noted that Kings is the closest secondary school to the Genysis head office and they may be able to get involved.</i>  JL noted that it is an interesting conversation.  <i>BS told governors that SAFE are looking at it and there is talk of a webinar soon but they need to look at getting the right people.</i>  <i>JP will look at the permanent exclusion and staff disciplinary training.</i></p> <p>JL asked governors for their opinion on free school meal vouchers. There is an option to do food parcels and move away from the school meal vouchers until the end of term. The concern about food packages is the distance staff would have to transport them and it was pointed out that no parents came to collect them when they had to do so.  <i>CM said that her thought was to keep the vouchers.</i>  <i>JP agreed that was the way to go and we take away the choice with food parcels.</i>  <i>DB agreed vouchers.</i>  There was therefore a unanimous agreement to stick with the food vouchers.</p> <p><i>DB asked if we had received a computer quote</i>  JL replied yes it was around £125,000.  <i>DB asked if he could look at this next week.</i>  JL answered yes. The Wi-Fi was £35,000 and there would be a network rebuild. JL will also send to SB. She noted that if there is a 'bring your own device' agreement we will be relying on parents.</p> <p><i>SB asked if anyone has been in touch with vulnerable or disadvantaged in year 11.</i>  JL noted they came in last week to collect their exercise books and sign the leavers form with the head of year 11. We are now phoning all year 11 who</p>	<p>JL</p> <p>JL</p>
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	didn't come in. We cannot take them off roll until we know their post 16 destination.	
	<b>DATE OF NEXT MEETING</b>  1 <sup>st</sup> July 2020	

Meeting closed 11:40

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.