



BOLDER ACADEMY

FULL GOVERNING BODY MEETING MINUTES

Company Registered Number: 8932893

Chair: Andrew Dodge
Clerk: Rebecca Wilson (RW)
Date of meeting: 17th May 2022 at 8am
Venue: Bolder Academy

Attendance:

Name	Governor	Other	Present / Apologies / Absent
Rob Collie (RC)	Appointed by Trust		Present
Rajiv Chandra (RCh)	Co-opted Governor		Present
Andrew Dodge (AD)	Appointed by Trust		Present
Victoria Eadie (VE)	Appointed by Trust	Also a Member	Present
Fran Heaphy (FH)	Staff Governor		Present
Jo Killingley (JK)	Parent Governor		Present
Andrew McCaffer (AM)	Co-opted Governor		Present
Wendy Smith (WS)	Appointed by Trust		Present
Heidi Swidenbank (HS)	Ex-officio	Headteacher	Present
Eileen Sheedy (ES)	Appointed by Trust		Apologies
Birinder Tember (BT)	Parent Governor		Apologies
Kate Biant (KB)		School Business Manager	Present

The meeting was declared quorate.

Agenda item	Action
<p>1. Apologies for absence</p> <p>Apologies were received and accepted for ES and BT. RCh was welcomed as a Governor and AD asked for introductions. <u>AD reminded AM and RCh of the need to complete a bio for the website. RW confirmed that she will upload the Declaration of Interest document to the website and will also circulate an updated skills audit to all Governors for completion.</u></p>	AM & RCh RW
<p>2. Declaration of interest</p> <p>No Governor declared an interest that may conflict with the meeting agenda.</p>	
<p>3. Minutes of previous meeting (29 Mar 22)</p> <p>The minutes were approved as a true and accurate record of the meeting and were signed by the Chair.</p>	
<p>4. Matters arising/actions</p> <p>The following points were highlighted:</p> <ul style="list-style-type: none"> - Governor visit. JK to visit the school in February to discuss the impact of the diversity workshops with students. <u>This visit will take place in the summer term.</u> - Staff contribution to Board meetings. <u>AD confirmed that a rolling programme of staff contribution will be forecast against the meeting forecast for next year.</u> - Meeting invites. RW confirmed that meeting invites had been circulated, which detailed Teams Meets. It was reiterated that remote governor meetings will take place through Zoom. 	JK RW
<p>5. Annual review of complaints</p> <p>HS confirmed that five stage one complaints had been managed in the autumn term. Two complaints had been managed in the spring term and two complaints had been referred to the LADO.</p>	
<p>6. HT performance management – appoint panel and adviser</p> <p>AD confirmed the members of the Headteacher Performance Management Panel (RC, AD, AM, MC) and the Pay Committee (RCh, RC, AD, VE, ES). It was also agreed that AM will join the FAR Committee. <u>RW confirmed that she will update the meeting invites.</u></p> <p><i>After the meeting it was agreed by email that RCh will also join the FAR Committee.</i></p>	RW
<p>7. Headteacher summary report (verbal)</p> <p>Referring to Quality of Education, HS confirmed that she had circulated the lesson visit information, which indicated strengths by department. She confirmed that the impact of teachers extending the use of vocabulary in class has been observed.</p>	

Against subject knowledge, HS highlighted the requirement for teachers to work on ensuring they do not dominate within the classroom, whilst encouraging student independence.

Q: A Governor asked for confirmation regarding subject strengths, noting that Ofsted is due to visit.

A: HS explained that the picture was fluctuating, and the decision will be made on the day; the impact of staff absence needs to be considered.

Q: A Governor asked if there were any surprises in what was observed.

A: HS confirmed that the impact of CPD was evident, noting the requirement to see a further shift in questioning; this is an ongoing conversation with middle leaders.

Referring to assessment for learning, HS outlined how teaching is adapting to meet the needs of students. VE acknowledged that it is a challenge for new teachers to step back and confirmed that it takes time to build this. FH highlighted that the resources are being adapted to support this and curriculums are well resourced. She explained that staff were nervous deviating from these resources, which is being actively managed through weekly department meetings. Referring to the National Tutoring Programme, HS confirmed that Bolder was running an in-house model and listed the subjects covered. Students are receiving thirty minutes of tutoring a week and are identified through assessment and the Heads of Department. External tutoring will be explored going forward, recognising the importance of protecting teacher workload.

Q: A Governor asked if in house tutoring is captured against published information.

A: VE confirmed that it is provided it is funded.

Q: A Governor asked how easy it was to access tutoring and questioned the standard of provision.

A: VE explained that this was a mixed picture, and attendance can also be an issue; in house tutoring is far more effective.

AD confirmed that the funding will go direct to schools from September, and VE highlighted that schools must also provide funding. She suggested that schools should be able to opt out and queried the quality of engagement with outside tutors. HS highlighted that she would confirm what is captured on the website.

HS

HS explained that some students are currently completing GCSEs in their home language, recognising that this is an opportunity for the school to trial exam processes. Staff are also engaged with exam board training. Attendance currently sits at 92.69%, which is not where she would like it to be, noting that it sits above national which is currently 85.3%. AD highlighted that the DfE have published a document focusing on working together to improve attendance, and details the responsibilities of parents, schools and governors. He confirmed that he has considered this publication.

Q: A Governor queried the languages that are being taken.

A: HS confirmed that they were a broad mix.

HS confirmed that the school has had two permanent exclusion this year. AD highlighted the intent to offer exclusion training to Governors, with a focus for the autumn term. RW confirmed that she will outline this request to Cormac Bourne (HEP), and VE highlighted that she can support in reviewing the pack of information that is circulated in support of permanent exclusions.

RW
VE / HS

Referring to Personal Development, HS confirmed that there was scope for further action, and thanked RC for the support provided by Sky. HS confirmed that all Governors received the school Newsletter, recognising that it was a valuable source of information. She outlined staff recruitment plans and confirmed that the resignation deadline was half term.

Q: A Governor queried the induction process, recognising the large number of new staff.

A: HS confirmed that the school was running three induction days and explained that she was keen to get staff into the classroom. HS confirmed that the Finance Director (also Chief Financial Officer) had been appointed. RC outlined the considerations and process of recruitment and gave background to the appointment of Greg George. AD confirmed that the Board fully supported this appointment. HS confirmed that a school nurse has been appointed, as well as a Deputy Head who will oversee behaviour. She acknowledged that safeguarding requires further thought, and VE highlighted scope to recruit against the Sixth Form. HS confirmed the requirement to think more widely regarding growing capacity. She also highlighted that three additional students are now deemed looked after.

Q: A Governor questioned the level of staff turnover.

A: HS confirmed that this is closely managed and acknowledged the number of staff who are leaving. Bolder is also a growing school which impacts on recruitment. HS confirmed that going forward she will distinguish between recruitment of new staff and replacements for staff who are leaving. AD confirmed that he has contacted staff directly and VE recognised the challenges of managing and growing a new school.

Q: A Governor asked when the Sixth Form offer will be confirmed.

A: VE confirmed that this is normally available from September, noting that the Sixth Form prospectus will need to be in place by the end of the school year. HS confirmed that she has highlighted to the DfE that this is part of the funding agreement.

HS

8. Implications of White Paper & MATs

AD outlined the implications of the recent White Paper, and the focus on MATs. The Board discussed this in detail and covered a range of points:

- Governors were interested in building an understanding of the local context, recognising that Bolder was set up by local Headteachers.
- The general election in 2024 may impact on this policy.
- The decision to join a MAT sits with the Board.
- Value in gaining an understanding of the top slice and financial implications.
- The top slice is dependent on the central team and should save the school money.
- At this point there is no rush, although a tipping point may come in time.
- Partnership working through HEP works well.
- Benefits of growing in a Trust together, rather than being forced into a large Trust.
- Career development opportunities are generated for staff, with strong support to ECT.
- Key negative is that the Headteacher loses overall control of the school.
- The impact on the Headteachers depends on how the Trust is set up, recognising that wider support can be beneficial.
- Value if closer links between primaries and secondaries.
- Scope for a more joined up approach to school improvement.
- Move towards focusing on growing a family of schools.
- Would expect that local Headteachers are starting to have conversations.

The Board agreed that joining a MAT should remain a consideration, recognising potential benefits and that a solution should be sought from the local area.

9. Chair's report

AD confirmed that the CFO request to the ESFA had been covered at Item 7, noting the appointment of a Finance Director.

10. Development session – 7th June

AD reminded Governors of the Development Session that is planned for 7 Jun and outlined the general approach. He also highlighted the need to consider succession planning, noting that RC will leave at the end of the school year and AD will step down next summer.

11. Cyber security training

AD highlighted the requirement for Governors to complete cyber security training. KB confirmed that she will send a link to all Governor, for completion by the next meeting.

KB /
All Govs

12. Finance paperwork

RW confirmed that Governors have seen the finance paperwork up to March.

13. Policies

Governors ratified the following policies with the underlined changes noted:

- RSE Policy
 - Real changes sit against curriculum maps which are operational.
- Data Protection Policy
 - Governors recognised that behaviours are key, and FH confirmed that staff are aware of the requirement and also complete training. Safeguarding training also covers GDPR element and is completed by Governors.
- Data Breach Policy
- Data Retention Policy
- Freedom of Information
 - HS outlined minor changes and highlighted that the Ofsted report will be published when completed.

14. AOB

KB confirmed that the school has secured a new gas contract with a 200% uplift which is better than most. The outcome for electricity has yet to be confirmed, noting that in both cases the tie in will be for two years. She highlighted that solar panels remain a consideration, although further information is required. KB outlined concerns regarding a broken window which popped out of its frame; manufacturing feedback has been received, standards confirmed and a risk assessment completed. The mound has also been removed by the contractors.

Next meeting date

- Tue 28 Jun 2022 at 8am, remote meeting

Meeting ended at 9:50 am.

Signature: Andrew Dodge

Name of Chair: ANDREW DODGE

Date: 28 / 06 / 2022