

**Full Governing Body Meeting
Tuesday 30th April 2019 at 5.00pm
Robertsbridge Community College**

Present	Initials	Attendance
Alison Ambrose	AA	✓
Ruth Ashenden	RA	Apologies
Jenny Barrett	JB	✓
Jane Corin	JC	✓
Peter Davies	PD	✓
Vanessa Everett	VE	Apologies
Stephen King (in the Chair for Items 1-5)	SK	✓
Karen Marr (Chair) (arrived 5.20pm)	KM	✓
Keith May	KMy	✓
Kathy Robinson	KR	✓
Jess Wilks	JW	✓
Zak Vice (Headteacher)	ZV	✓
In attendance		
Bridget Greenwood, School Business Manager (Items 1-6)	BG	✓
Jacqui James, Deputy Headteacher (Items 1-6)		✓
Sally Welch, Clerk to Governors	SW	✓

		Action																																			
1.	<u>Welcome and Apologies</u>																																				
1.1	SK opened the meeting as KM was delayed arriving.																																				
1.2	Apologies were accepted from VE who is unwell. Apologies were received from RA. Chair (KM) to follow up reason for absence with RA.																																				
2.	<u>Declarations of Interest</u>																																				
2.1	There were no declared interests relating to the business of this meeting.																																				
3.	<u>Any Urgent Business</u>																																				
3.1	None.																																				
4.	<u>Outcomes – Year 11 Update</u> <i>Please see presentation slides attached to these Minutes.</i>																																				
4.1	Governors reviewed headline data. <p align="center">Key Headlines</p> <table border="1"> <thead> <tr> <th>Measure</th> <th>2017</th> <th>2018</th> <th>2019 Y10 T6</th> <th>2019 Y11 T1</th> <th>2019 Y11 T2</th> <th>2019 Y11 T4</th> </tr> </thead> <tbody> <tr> <td>% strong (9-5 EM)</td> <td>53</td> <td>50 (50)</td> <td>60</td> <td>61</td> <td>50</td> <td>44</td> </tr> <tr> <td>% standard (9-4EM)</td> <td>76</td> <td>67 (70)</td> <td>85</td> <td>82</td> <td>80</td> <td>74</td> </tr> <tr> <td>P8</td> <td>0.19</td> <td>-0.25</td> <td>+0.42</td> <td>+0.27</td> <td>+0.21</td> <td>+0.03</td> </tr> <tr> <td>PP gap</td> <td>-0.9</td> <td>-1.1</td> <td>+0.10</td> <td>-0.03</td> <td>-0.03</td> <td>-0.20</td> </tr> </tbody> </table> <p align="center"><i>(The number in brackets is the term 6 forecast)</i></p> <p align="center"><i>FFT 20 benchmarks targets for 2018 were 51% (strong) and 76% (standard)</i></p> <p align="center"><i>FFT 20 benchmark targets for 2019 are 50% (strong) and 72% (standard)</i></p>	Measure	2017	2018	2019 Y10 T6	2019 Y11 T1	2019 Y11 T2	2019 Y11 T4	% strong (9-5 EM)	53	50 (50)	60	61	50	44	% standard (9-4EM)	76	67 (70)	85	82	80	74	P8	0.19	-0.25	+0.42	+0.27	+0.21	+0.03	PP gap	-0.9	-1.1	+0.10	-0.03	-0.03	-0.20	
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4.2	<p>There was Governor challenge around the dip in predicted attainment shown between terms 2 and 4. Current predictions for % strong (9-5 EM) at 44% are below FFT20 target. Deputy Headteacher advised the issue relates to one group in Maths who are at grade 4 currently. Background and context relating to staffing in Maths was discussed. There is lots of work going on with the group in question to support them to answer crossover questions necessary for conversion to grade 5. Governors asked what impact this will have on the headline figure. Headteacher advised interventions are accurately targeted and the percentage figure is therefore expected to come up. Year 11s are not being given study leave so that in-school support can be maximised.</p>	
4.3	<p>Governors asked what impact this has had on decisions relating to higher and foundation examination entries. Deputy Headteacher advised students who are unable to answer the crossover questions cannot be entered for the higher tier, so a greater number of students will be entered for foundation. The school takes a range of factors into account such as students' subject knowledge and stamina to complete the full paper. Exam boards requirements were discussed and Headteacher advised it is key for staff to be familiar with expectations.</p>	
4.4	<p>Governors queried accuracy of assessment across Years 7-11. Headteacher advised there is a piece of work to do around this. The school has an assessment calendar, but benchmarks must be accurate in order to be meaningful. Headteacher suggested the school needs a leader for standards throughout the organisation. This needs to be resourced, however. The data presented to this meeting includes outcomes from English, Maths and Science mocks so is objective. Headteacher would like to move to fewer data captures throughout the year, with the first data capture in November after the mocks.</p>	
4.5	<p>The following were noted in discussion of the summary attainment data against target presented:</p> <ul style="list-style-type: none"> ➤ Forecast significant improvement in Pupil Premium (PP) was noted: 42% 2019 in comparison to 31.86% 2018 outcomes. This puts PP attainment broadly in line with FFT20 targets. It was noted that this improvement is the impact of 2 years' focus on consistently improving outcomes for PP students. ➤ Forecast significant improvement for low prior attainment was noted: 27.88% 2019 compared to 21.38% 2018. ➤ Forecast significant improvement for SEND was noted: 24.89% 2019 compared to 12% 2018. 	
4.6	<p>Governors discussed the predicted uplift for SEND (24.86% 2019 compared to 12% 2018). Deputy Headteacher advised this reflects the focus on individual students. Governors discussed recognising the contribution of staff to this improvement if the predictions hold. Further to this, Governors asked how the achievements of SEND students themselves will be recognised. Headteacher advised the celebration of 2019 outcomes will centre on individual success stories, including those of SEND students.</p>	
4.7	<p>Given the focus on MHEW, Governors asked what the school is doing to support Year 11s. Headteacher advised a range of support measures are in place, including designated areas throughout the school for Year 11s to use as relaxation/quiet study spaces. More generally, moving to horizontal tutoring next year will enhance the scope to address issues during mentoring time, alongside the 12 Rocks programme. These initiatives were welcomed by Governors in supporting students to develop coping mechanisms to help them in their lives beyond RCC.</p>	
4.8	<p>There were no further questions. Deputy Headteacher was thanked for her input to the meeting.</p>	
5.	<p>Finance <i>A copy of the 2019/20 budget and rationale was circulated with the agenda.</i></p>	
5.1	<p>2019/20 Budget Business Manager advised Governors the draft budget has been scrutinised by Finance & Estates</p>	

5.1.1	Committee who are recommending its approval to the Full Governing Body.	
5.1.2	There was Governor challenge around control of staffing costs. Business Manager advised costs are being managed over time through strategic recruitment decisions which allow flexibility to explore natural wastage and bring UPS/MPS more in line.	
5.1.3	It was noted that the version of the budget presented to this meeting includes the request made by F&E to include a 2% contingency on all budget lines except teaching costs.	
5.1.4	Governors queried on-costs relating to teachers' pensions increases. Business Manager advised additional government funding is being made available in the short term (1-2 years) to help schools to meet these increased costs.	
5.1.5	It was noted the F&E has flagged the need to ensure curriculum funding is appropriately distributed and is having impact. F&E has asked for a report to look at this further.	
5.1.6	Following discussion, Governors approved the 2019/20 budget.	
5.1.7	Business Manager was thanked by Governors for their work on the budget.	
5.2	Minutes of 23.04.19 F&E Meeting	
5.2.1	Draft Minutes will be circulated following their clearance by the Chair.	
6.	Minutes of Previous Meeting – 12th March 2019 <i>A copy of the draft Minutes was circulated with the agenda.</i>	
6.1	The Minutes were agreed as a true record of the meeting and signed by the Chair.	
6.2	Matters Arising	
6.2.1	Minute 4.2.2: Headteacher advised the school has signed up to PiXL and planning of next year's revision timetable will start in September. The school will look at ways to avoid students having to prioritise revision sessions of any particular subject(s).	
6.2.2	Minute 6.3.2: Approval from ESCC has been received to hold 2 additional INSET days in T6. The school is in discussion with the bus companies over revised transport arrangements and will then confirm end of term arrangements to parents in writing.	
6.2.3	Minute 6.4.2: Whole-school attendance was confirmed as 95.2% compared to 95.5% target. The trend is positive with incremental increases in attendance seen each week. Governors asked about Persistent Absence (PA). Headteacher advised PA has gone down and the school has one of the better figures for PA within the Local Authority. The School Improvement Board has a new attendance lead.	
6.2.4	Minute 13.1.3: Headteacher advised the school will not be running the summer transition programme this year, following a health and safety risk assessment of the summer works programme. Headteacher advised the school has looked carefully at all available options but is unable to deliver the programme safely on site during the holidays due to the capital works taking place. Governors expressed their disappointment around the impact on RCC's reputation as a nurturing environment. Some parents will have chosen RCC on this basis and transition also provides opportunities for parents to meet one another. Communications to parents will therefore need careful management. Headteacher advised the school will be running a programme of transition activities during the summer term to deliver on the key objectives of familiarising the new Year 7 intake with the school environment and developing their relationships with adults. Governors asked if transition could be delivered off-site. Headteacher advised this would not help with getting the new intake used to the school environment.	
6.2.5	Governors asked about transition for vulnerable students. Headteacher advised this has been	

	extended. The school has engaged ESBAS to work with targeted students over the holidays.	
	<i>Deputy Headteacher and Business Manager left the meeting.</i>	
7. 7.1	<u>School Structure for the Future</u> Confidential Minute.	
8. 8.1	<u>Governor Monitoring</u> Scheduling of monitoring visits in the summer term was discussed.	
9. 9.1 9.2	<u>Safeguarding</u> SCR Link Governor confirmed, from monitoring, that the Single Central Register is compliant. Chair to pick up with RA taking on the role of Safeguarding Link Governor from KR.	Chair
10. 10.1	<u>Mental Health and Emotional Wellbeing (MHEW)</u> MHEW Link Governor updated Governors on <i>Robertsbridge Rocks</i> which will be rolled out as a 12-month programme. Governors asked how the programme will be communicated to students. Headteacher advised the intention is to embed the 12 Rocks within the school culture and build the programme into mentoring time. Governors asked if parents will be involved. Headteacher confirmed the programme will include how parents can support at home. In response to further questions, it was confirmed that the programme covers issues such as sleep hygiene and reducing screen time.	
11. 11.1	<u>GDPR</u> There has been one reportable data breach to the Data Protection Officer (DPO). The DPO confirmed they are happy with the school's response and the matter is closed.	
12. 12.1 12.2	<u>Meeting Review</u> Governors are providing appropriate support and challenge to school improvement initiatives brought forward by the Headteacher. School is trying to be brave in exploring new approaches for the benefit of students and staff. The widening of the curriculum will better address students' needs. In response to a question, Headteacher advised he feels he is being appropriately held to account by Governors.	
13. 13.1	<u>Any Other Business</u> There was further discussion around enhancing the profile of the Governing Body. Chair encouraged Governors to attend INSET and school events and to be proactive in introducing themselves to staff during their visits in school.	
14. 14.1	<u>Date and time of next meeting</u> Tuesday 21 st May 2019 at 5.00pm.	
	<i>Meeting closed at 7.05pm.</i>	