

**Tring School
Local Governing Body Committee Minutes
Tuesday 10 September, 5.30pm**



Present: Mr A Kent
Mrs E Ayling (dialled in)
Rev Huw Bellis ex-officio
Mr S Bladen
Mrs C Hodgson
Mrs C James
Mrs E Munro
Mr P Walter
Mrs S Collings (CEO/Headteacher) - ex-officio

In Attendance: Mrs S Ambrose (Head of School)
Mrs R Georgiades (Deputy Headteacher)
Mr C Lickfold (Assistant Headteacher)
Mrs S Kay (Senior Leader/Head of Sixth Form)
Mr I Rogers (Assistant Headteacher)
Mrs V Wilson (Clerk)

Opening Prayer - Read by Mr Kent

Item	
1.	<p>Welcome, apologies and absences. Apologies were received and accepted from Mr J Foskett and Mr G Tuckwell. Mr Kent formally thanked Mrs K Hatrick, who has now stepped down from the Governing Body for her work and introduced new staff governor, Mrs Liz Munro and new community governor, Mr Peter Walter.</p>

Item	
2.	<p>Confirmation that the meeting is quorate The Clerk confirmed the meeting was quorate.</p>

Item	
3.	<p>Notification of Any Other Business It was agreed that the meeting would adjourn at 7pm and reconvene at 7.45pm to allow governors to attend a new build presentation.</p>

Item	
4.	<p>Declarations of Interests There were no declarations of interest.</p>

Item	
5.	<p>Annual Reviews/Business Matters (incl. GB Structure) - AK In accordance with procedures laid down Mr Anthony Kent was appointed as Chair. In accordance with procedures laid down Mrs Elizabeth Ayling was appointed as Vice-Chair.</p> <p>The following actions were undertaken:</p> <p>Standing Orders AK reported that there were no changes to these and approved.</p> <p>Committees Terms of Reference/Membership</p>

Signed

Date

	<p>The Committees have now been disbanded so no further action required.</p> <p>Governor Responsibilities Each governor is now attached to a member of the Leadership Team and this has been communicated previously. All governors should make contact with their LT link prior to FGB meetings. AK reminded governors to read the following documents and to sign and return if necessary:</p> <ul style="list-style-type: none"> ● Code of Conduct ● Esafety/ICT Acceptable Use Agreement ● Pecuniary Interest Form ● Governor Skills Audit ● Reference to Understanding School Data ● Keep Children Safe in Education (Sept 19) <p>Formation of Panels/Responsibilities: Build Committee - AK, JF, GT, SB Fundraising Committee - AK School Complaints - LA, SB, HB H of S PM Panel - AK, SC, CJ CEO PM Panel - AK, Mr A Durno, HB Teacher Appraisal Panel - SB, LA, CJ Safeguarding and CLA - GT Training Governor - CH Induction Governor - CH Exclusion Chair - HB/LA - governors who haven't had exclusion training were encouraged to do this. Gatsby/Careers Gov Link - GT Support Staff Appraisal Panel - SB, LA, CJ Whistle-blowing Governor - CJ SEND - CJ PP - CH Health & Safety - GT</p>
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Item	
6.	<p>Minutes of Previous Meeting held The minutes of the meeting held on 10 July 2019, previously circulated, were signed by the Chairman as a correct record. A copy was signed and would be filed.</p>

Item	
7.	<p>Pupil, Discipline, Complaints, Staff Dismissals, Appeals, Grievance Committees (for information) - SAA Potentially an enquiry in the Sixth Form questioning the entrance criteria and the Science entrance test.</p>

Item	
8.	<p>Presentation of SDP - SAA SAA took governors through the newly devised Self Evaluation & Development Plan (SEDP) and explained the new look along with our four priorities. AK assured governors that each of these priorities will be discussed in further detail at future LGB meetings. CH - Are all Year 10 and 11 interventions going? SAA - Work will obviously still happen with Year 10 and 11 but in a different way. MyTutor will stay but the whole study support programme will not. There was buy-in from some students but not others. The amount of work put in didn't justify the amount of intervention</p>

Signed

Date

	<p>with the year group. SAA will share further information with govts when it is completely ready. AK - Governors should consider a Governor SEF and maybe have a session on the new Ofsted framework.</p>
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Item	
9.	<p>Headlines on external results and university/apprenticeship destinations - IGR/SKY Documents previously shared and questions invited. It was noted that IGR has communicated with CH by email. Gaps are narrowing and progress is being made, staff should be commended for results produced. Individuals were highlighted around some of the interventions given. LA - Are any priorities changing? IGR - No. AK - AMA results very strong. SAA - Different areas of improvement were noted for different cohorts in different subjects. AK - Adjusted P8, where does that come from? IGR - Once official figures are produced, certain outliers may be removed from our figures. CH - Can we explain the drop in average point score against Herts figure at A level? IGR - Each year group is different and every year we have to take into account individual stories surrounding students. These were explained. All these things have an impact on the overall point score. SB - Is the number of unconditional offers an impact? SC - Absolutely, this is having a massive impact. Also creating an inconsistent picture school against school. SKY - Locally, our school figure for unconditional offers was very high. SB - There has been a drop in 9% this year of students going to Russell Group universities. Why do you think this was? SC - The target grades for this year group weren't as high and therefore the applications to Russell Group universities would naturally have been lower. SKY - Apprenticeships were also up for this year group and some really good ones too. AK - Are predictions higher for next year? SKY- Yes, we should have 4 Oxbridge applicants and one medic. SC - The year group who have just left did have some outstanding individual results too. CH - Do we promote medicine and Oxbridge lower down in the school SKY - Yes but sometimes this has a detrimental effect. AK thanked IGR and SKY for attending and sharing this information.</p>

Item	
10.	Update on Underperforming Departments - SAA

Item	
11.	Exit Interviews report - CJ

Item	
12.	<p>LT/Gov link reports</p> <p>AK reminded Governors that they should read reports prior to the meetings and direct any questions at least 48 hours in advance of meetings.</p> <p>SEN Information Report CJL reported that SEN support students figure up by 20% pass at English and Maths. CJL highlighted the different services available depending on which county the student lives rather than the school they attend. This can differ massively between Herts and Bucks. CH - Are mental health issues greater here than elsewhere?</p>

Signed

Date

	<p>CJL - Not at all, all SENCOs in the area are concerned. SAA - Heads are expressing the same thoughts. CH - Is it the testing culture that exacerbates the situation? And is there anything the school can do? SAA - We have looked at this and have reduced the number of big tests and made huge adjustments elsewhere. We are forward-thinking as a school but needs are so complex and individualised. Need is getting more demanding at a lower age. HB - Where there are students who the school think would be better off in an alternative provision, do parents agree? CJL - This is really a case by case matter so difficult to answer generally.. AK thanked CJL for the report.</p> <p>IT Report CJL summarised this report for the governors and it was noted that we will be working with contractors when the build begins to make sure that the WIFI is good enough for our needs.</p>
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CJL, IGR, SKY left the meeting at 6.30pm
CJ and HB left the meeting at 7.00pm

The meeting resumed at 8.10pm

Item	
13.	<p>Safeguarding - AK AK has shared the presentation which was given to staff on INSET day. New items of note:</p> <ol style="list-style-type: none"> 1. Upskirting 2. Serious violent crime/county lines

Item	
14.	Governor Visits

Item	
15.	<p>Governor Training Governors should update the training log when any training has been completed.</p>

Item	
16.	<p>Build Committee update Minutes of the Fundraising Committee meeting were shared. Governors were asked to reach out to their own parent network with regards to this.</p>

Item	
17.	<p>Any other business None.</p>

Item	
18.	<p>Conduct of meeting Governors to confirm that the meeting has been conducted in an open manner, that all Governors have been able to participate and contribute to discussions and that all members of the Governing Body will have access to these minutes.</p> <p>Confirmed.</p>

The meeting closed at 8.45pm.

Signed

Date