

**Tring School  
Local Governing Body Committee Minutes  
Wednesday 12 February 2020, 8.00 am**



**Present:** Mr A Kent  
Mrs E Ayling  
Mr J Foskett  
Mrs C Hodgson  
Miss E Hicks  
Mrs E Munro  
Mr G Tuckwell  
Mrs P Brash  
Mrs S Collings (CEO/Headteacher) - ex-officio

**In Attendance:** Mrs S Ambrose (Head of School)  
Mrs R Georgiades (Deputy Head)  
Mr R Gibberd (Business Director)  
Mrs V Wilson (Clerk)

**Opening Prayer - Read by Mrs E Munro**

Item	
<b>1.</b>	<b>Welcome, apologies and absences.</b> Apologies were received and accepted from Rev Huw Bellis, Mr S Bladen and Mrs C James and Mr P Walter.

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

Item	
<b>3.</b>	<b>Notification of Any Other Business</b> It was agreed that the following items be tabled under Any Other Business: <ul style="list-style-type: none"> <li>● GRPS Ofsted Training</li> <li>● Gender Pay Gap</li> <li>● Football Foundation Grant</li> <li>● Vulnerable Learner</li> </ul>

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

Item	
<b>5.</b>	<b>Minutes of Previous Meeting held on 14 January 2020</b> The minutes of the meeting held on 14 January 2020, previously circulated, were signed by the Chairman as a correct record. A copy was signed and would be filed.

Item	
<b>6.</b>	<b>Matters Arising</b> <ul style="list-style-type: none"> <li>● AK has seen RW re data training and what he can provide. RW and AK to arrange a date for this. Governors page on the SEDP conversations were had and this will be brought to the strategy afternoon.</li> <li>● A revised reporting schedule has been shared.</li> <li>● Briefing notes added to the agenda.</li> </ul>

Signed .....

Date .....

Item	
7.	<p><b>Chair's Business</b></p> <ul style="list-style-type: none"> <li>• Details for governors strategy day 27th February 1pm</li> </ul> <p>AK will share the agenda shortly for this session. Vision and Ethos, High Quality First Teaching, General Governance will all be covered</p> <ul style="list-style-type: none"> <li>• Parent governor election</li> </ul> <p>Welcome to Penny Brash</p> <ul style="list-style-type: none"> <li>• Drug Awareness</li> </ul> <p>Exclusion panel hearings are taking place today. Thank you all to those who are taking part.</p> <ul style="list-style-type: none"> <li>• MFL Provision</li> </ul> <p>A few parental issues with the MFL decision. We are responding appropriately and further information will be shared in due course.</p> <ul style="list-style-type: none"> <li>• Parental issues/complaints</li> </ul> <p>A couple of complaints have been received, again, these are being dealt with appropriately.</p>

Item	
8.	<p><b>Sixth Form Report</b></p> <p>Mrs S Kay, Head of Sixth Form took governors through the document which had been previously shared and invited comments/questions.</p> <p>LA - is the shaded red, more about the difficulty in measuring rather than anything else?</p> <p>SKY - Yes</p> <p>JF - Great Sixth Form application numbers, even with the new build on the horizon. Do you think there is less concern because they don't think they will be affected?</p> <p>SC - I think they trust us to keep disruption down to a minimum and that it will be business as usual.</p> <p>SKY - Students are confident that the support that is received by teachers won't change.</p> <p>RGS - All communications have been clear that Sixth form learning is a priority.</p> <p>JF - Where bursaries are concerned, do we give advice for what support there is available after they leave school?</p> <p>SKY - Absolutely and we would always try to support students by guiding them to information after they leave us. In addition, we currently have a couple of ex-students who are working as TAs who are brilliant in supporting current students with additional needs.</p> <p>CH - With regards to the PP section and raising aspirations, how does this take place with disadvantaged students.</p> <p>SKY - Students in the lower years now have PP advocates and when they have their Sixth Form interviews, it would normally take place with LWS who oversees PP students. We talk to our students about Student Finance and the help that is available once they leave us. Careers talks are now taking place with external speakers coming in on a range of different industries.</p> <p>CH - Do we know how many of our PP students go on to university vs non PP?</p> <p>SKY - We only have a small percentage of PP students compared with other schools/areas but we most certainly would help and support students no matter. The focus is more about encouraging Year 11 PP students to stay with us for Sixth Form if they are able to do so.</p> <p>AK - Early indicators look like D+. Is this a concern?</p> <p>SKY - We are addressing this. Looking at the timing of mocks which this year took place quite early in the year. This is difficult to balance across the whole school calendar. Some mocks have been affected by coursework inclusion within certain subjects and not in others. Action plans are now in place within departments. Predictions are far better than mock results.</p> <p>SC - DfE performance tables. 16-18 you can see where the leavers went</p> <p>LA - Is this support available indefinitely for leavers?</p> <p>SKY - Yes</p> <p>Any further questions to SKY.</p>

Mrs P Brash left the meeting at 8.45 am.

Item	
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Signed .....

Date .....

<b>9.</b>	<p><b>Continued Discussion of Pastoral Report</b></p> <p>Continuation of feedback from LA carried over from the last meeting. Questions at the meeting on discussion points</p> <p>From inclusion onwards:</p> <p>Subjective questions. Staffing of the inclusion room, what succession plans are in place? How disruptive would it be if the member of staff was to leave?</p> <p>SAA - Different personnel are now taking turns in the room so that it's just not one person. Role model - it would be great to have someone who the students look up to but this is difficult to find?</p> <p>LA - What can governors do to support with this? Governors to think about whether they can help with this.</p> <p>JF - There is a general lack of male support workers.</p> <p>Noted that HGO has made substantial progress.</p> <p>LA - What happens to the students who need softer support rather than structured intervention?</p> <p>AK - The pastoral care team, chaplaincy, tutor support is great and they have daily contact.</p> <p>SAA - Colleagues certainly do refer onto the chaplaincy but time is sometimes an issue. SAA has spoken to HGO about the process and this is being looked at.</p> <p>LA- Can the waiting list be looked at and if there is a big backlog, does the resource need to be increased and can it be?</p> <p>Mental health kite mark result hasn't come back yet.</p> <p>AK thanked LA &amp; HGO for the time spent on this report.</p>
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Mrs E Munro left the meeting at 9.00 am.

Item	
<b>10.</b>	<p><b>Finance Report</b></p> <p>RG took governors through the report that was previously shared. This included: Numbers to Dec 31st, Termly Premises, H&amp;S; contracts report, Report form DPO, Benchmarking Report</p> <p>Discussion around how we can show comments and questions being asked and resolved so that we can add these to the minutes.</p> <p>AK queried the deficit and asked RG to explain.</p> <p>RG - It's quite usual for this time of year but it usually resolves itself over the year. Not an unusual scenario at all.</p> <p>Some additional staffing/cover costs due to long term absence.</p> <p>JF - Teachers pay award also has an impact, which has been highlighted before.</p> <p>SC - Teachers pensions grant also.</p> <p>Capital expenditure sheets also circulated. Definite need for the fundraising campaign to assist in the new build fit-out.</p> <p>LA - Is the fundraising purely for the big school fit-out at the moment.</p> <p>SC - Yes, it is.</p> <p>JF - It's good to have a focus for this at the moment.</p> <p>AK explained the proposed use of the contingency fund and buffer for those governors who were unaware.</p> <p>JF - Tring School (and the RLP) since the academisation, is in a good position.</p> <p>Spend will obviously be kept under review.</p> <p>H&amp;S - GT DSE assessments reactive rather than proactive. LWY is working on this. DT department was behind the curve on risk assessment but this is now all done. GT will come and spend some time with LWY making sure this is done.</p> <p>TSL - build may have some impact on the pool and the facilities but we will look to minimise this.</p> <p>Any questions should be fed back to JF on TSL. Questions are being asked and answered at board level.</p> <p>AK thanked RG for his report.</p>

Item	
<b>11.</b>	<p><b>Policies</b></p> <p><b>Relationships &amp; Sex Education (annual review, no amendments)</b></p> <p>Question about when LGBT is covered lower down the school.</p> <p>Talk to 'parents' - not every child has a parent so this needs to change to parent/carer.</p>

Signed .....

Date .....

	Otherwise approved.
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Item	
<b>12.</b>	<p><b>Standing Agenda Items - for information, no comments required.</b></p> <p>Visits log Safeguarding Governor Training - Please keep this up to date. Build Committee Minutes were shared. Fundraising Committee minutes were shared.</p>

Item	
<b>13.</b>	<p><b>Any other business</b></p> <p>Update on GRPS Ofsted training - SCC/SAA This took place at GRPS and was very good. Governors were reminded that there is an in-house training session taking place on 23 March from 7-9pm to which they are all invited. SC suggested that it might be a good idea to have a 'practice' Ofsted with governors, similar to what has taken place at Grove.</p> <p>Gender Pay Gap - RG Statutory requirement. this has been completed and will be on the website shortly. No concern. Football Foundation Grant - RG RG talked through Tring Tornadoes grant application. Vulnerable learner SAA shared frustrations about the failings of social care and the continuing dissatisfaction about the care of a LAC. Letter from the governing body may help. AK agreed that the governing body would do anything to help.</p>

Item	
<b>14.</b>	<p><b>Conduct of meeting</b> 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>This was confirmed.</p>

The meeting closed at 9.50 am.  
The next meeting will take place on 10 March at 6.00 pm.

Signed .....

Date .....