

At a meeting of the Full Governing Body held on Wednesday 12 July 2023 At The Angmering School.

PRESENT: Mr Liley (HT), Mrs Hamilton-Street (Chair), Mr Gisby, Mrs Young, Mrs Dyson (BM), Mrs Cankalis, Mrs Genge, Mrs Beeby, Miss Brooks, Mr Fielder, Mr Smith, Mrs Knox,

Also present: Mrs Nolan (Clerk)

ELECTION OF CHAIR OF GOVERNORS

1. The Clerk opened the meeting by asking for nominations for Chair of Governors' **Mrs Hamilton-Street was nominated and unanimously voted to Chair** for a further year.

APOLOGIES:

2. Apologies were received from Mr Kingsley, Mrs Mitchell, Mrs Thomas and Mrs Charlesworth in advance of the meeting and were **accepted** by the board

URGENT MATTERS

3. There were no urgent matters.

DECLARATIONS OF INTEREST

4. There were no declarations of interest.

MEMBERSHIP MATTERS

5. The Chair asked for **nominations for Vice Chair** and proposed there should be two vice chairs. Mrs Thomas and Mrs Young were **nominated and duly elected as Co-Vice Chairs**.
6. Mrs Knox (formerly Associate Governor) was **welcomed** to the meeting now in her capacity as **Staff Governor**.
7. The board were informed that the Chair had written to Miss Ringer following repeated failed attempts to make contact via email and telephone to complete her induction training and **resolved to end her Associate membership** as at 1st July 2023
8. The Chair **proposed** to Co-opt Associate Governor Mrs Charlesworth on to the board following her outstanding contribution to training and development with an interest in the school's Careers offer. The Board **unanimously agreed** to Co-opt Mrs Charlesworth to the board.

GOVERNMENT CONSTITUTION

9. **INSTRUMENT OF GOVERNANCE:** The Board considered and agreed to retain the current instrument of governance as a membership of 15 members with no changes.
10. The Board **agreed to adopt the NGA code of Conduct** which was duly signed by the Chair on behalf of board members.

TERMS OF REFERENCE

11. The board approved the current Terms of Reference with an amendment to the 3.2 **agreeing** to plan its meetings on an annual basis at the last meeting of the academic year. formerly the second meeting of the academic year.

FINANCE

12. The Board approved the **SCHEME OF DELEGATION** for 2023-24 which was duly signed by the Chair.
13. June Budget monitoring has been uploaded to the GVO, questions please to the BM.

REPORTS TO GOVERNORS

14. **HEADTEACHER'S REPORT** (copy attached and apologies from the Clerk it was not shared in advance of the meeting) was discussed at length with the following points raised/noted:
 - The link to the School Improvement Plan 2023-24 will be corrected on the agenda.
 - Recruitment and retention: the HT reported the school is fully staffed for September 2023
 - Student numbers are up since the last report.
 - Student Attendance is up, and inline with National figures at 90.6%
 - Data - the forecasts and actual as per links on the report. There was a discussion around the latest directive from the Department of Education regarding the qualification results 2023.
 - Disadvantage Gap - evidence shows the gap between the higher prior attainment and the disadvantaged students has improved, however, this is reflective due to poor attendance from a small number of High prior attainment female students.
 - MFL was discussed due to the low Ebacc entry, with the expectation numbers will rise next year.
 - Questions were raised regarding the internal staffing changes, it was explained there have been a number of responsibility changes due to maternity leave cover.
 - It was noted that there was no requirement to recruit a further Geography teacher to replace the subject leader following his resignation as there is enough flexibility within the department. The new Subject Leader has been promoted from within.
 - The school is pleased to have appointed 3 trainee teachers, 2 in English and 1 MFL under the Post Graduate Teaching Award scheme (PGTA) which is a funded Initial Teacher Training initiative.
15. In addition to the premises report the HT reported that electrical faults had been found resulting in a temporary loss of lighting in B Block. - A survey was carried out across the school and WSCC have agreed to a rewire of the school site (appx 750k) over the next two years. In the short term the school will need to fund a full safety test of the existing wiring (which needs to be completed every 5 years) at a cost of £14,000.
16. Since sharing the HT's report, there has been a catastrophic incident overnight 29.06.23 where a sprinkler head burst on the top floor F Block causing a flood throughout the building resulting in 32 classrooms being out of action. Almost 2 weeks on, there are now just 3 rooms out of action until at least September. The HT noted staff have been excellent and adapted well. WSCC have assessed damage for the insurance claim The **board**

were relieved to hear there were no injuries sustained and the incident has not impacted exams.

17. Governors asked if there had been any movement on the Section 106 money, and if not, will the school take the issue to the local press? HT and Chair both reported that further to the letter to the local MP, there has not been a response from WSCC specifically Graham Olway, Assistant Director for School Organisation, Resources and School Services. It is **planned** to take the matter to the press in the Autumn Term if nothing is received in the interim.
18. The Chair (on behalf of the board) thanked the HT for his hard work throughout the year and will look forward to the end of term gathering to share thanks to all staff.
19. The HT thanked all the governors for their work and support throughout the year.

The HT left the meeting to attend the school Prom

ACADEMY UPDATE

20. The Chair updated the board on the recent two presentations from Sussex Learning trust and Bishop Luffa Learning Partnership to the working group, (Chichester University Trust rescheduled their presentation to the last week of term due to unforeseen circumstances).
21. There was a general discussion around the timeline for a final decision and when to **inform/update all stakeholders** - IT was **agreed** that more information will be shared to the wider stakeholders in the Spring term.
22. Governors **asked** if there was an offer on the table from WSCC which should be compared? It was **agreed to consider** this as the White paper has not yet been adopted and therefore the deadline to become an academy by 2030 has been put on hold for the time being. The **point** was made that once the school has converted to an Academy, there is no option to return to maintained school. Governors **agreed** not to rush a decision either way.
23. It was **noted** that the composition of the working group is solid and balanced in numbers across Senior Staff, Teachers and Support Staff as well as governors.
24. **Governors discussed** stand alone MATs and were made aware of the pitfalls in lack of support being offered, **they recognised** that The Angmering School's unique structure is desirable to existing MATs but are keen to retain the school's own identity and would like to work with MAT's who share this vision.
25. Governors **asked if staff are concerned** about the possibility of the future of the school and Academy status? *Governors were informed that there are 2 Union Reps in the working group, and all staff are free to openly speak with the headteacher about any concerns they may have.*

MINUTES AND MATTERS ARISING.

26. Minutes of the Full Governing Body meeting held on 24 May 2023 were approved and signed by the Chair as a true record of the meeting.
27. The Chair asked governors to complete the NGA Panel Training modules to support the board through the coming year.
28. The Chair also recommended the NGA Understanding School Finance Module.

CHAIRS ACTIONS

29. There were no Chairs Actions to report

GOVERNING BODY ACTION PLAN

30. **SKILLS AUDIT** All governors please complete the audit and return to the Clerk to help with planning for training for the board. **ACTION ALL**
31. Link Governor roles for 2023-24 were discussed and agreed upon, the spreadsheet will be updated and re-shared to all governors see attached.
32. Link Governor Reporting forms will be updated and available on the shared drive in advance of the first meeting of the academic year on (4th October) when governors will look closely at the Exam Results and plan their strategic questions for curriculum area visits.

Mrs Dyson left the meeting

DISADVANTAGED STUDENTS

33. Governors were reminded that the live document on the school website is updated regularly, when reviewed, please direct questions to CRA. Link governor Report to be discussed under item 15 of the agenda

SAFEGUARDING

34. There were no safeguarding concerns to report.

LINK GOVERNOR REPORTS

The following Link Reports were received and acknowledged with the following points raised:

35. **Maths** - It is evident to the department that parental engagement has been in decline, **Governors to consider** how to support and encourage an improvement to parental engagement across the school.
36. **Quality of Education** - Mrs Beeby will become the link governor from September, and will continue to build on the foundation of what is being reported.
37. **Sixth Form** - There was a brief discussion around a neighbouring school proposing to provide a 6th form offer in the future, however it was **considered** there would be little impact on our provision.
38. MFL at A Level, along with T Levels and Performing Arts were also discussed.
39. It is proposed that the Head of Sixth Form will seek support from Subject Leaders to improve recruitment of our existing students.
40. **PP Closing the Gap** - Evident a lot of work is ongoing. Governors would like to see shared consistency and students having ambition to improve.
41. Governors asked about the new assessment module in KS3 - it was explained that the banding sets are aspirational, not strict, there is an allowance that every student can get above target.
42. **PREMISES and HEALTH & SAFETY** - The recent H&S breach was briefly discussed and governors raised concern around the wellbeing of the staff member involved.

43. **SAFEGUARDING** - acknowledged with no questions raised.

GOVERNOR TRAINING

44. All Governors present **confirmed** they have read Part 2 of KCSiE 'Governors' Responsibilities.
45. The Clerk requested evidence in the way of certificates to be forwarded to her and CMI for completing any online training modules to ensure we maintain the governor training log effectively.
46. Staff Training Day 4th September will cover the annual Safeguarding Training for all staff, governors are welcome to attend also.

POLICIES

47. The Board **agreed to adopt the WSCC model policies**, with any additional amendments being individually brought to the FGB where and when necessary. It was noted that model policies are also available on the National College platform to assist staff responsible.
48. **Learning Outside the Classroom and Off Site trips** and visits - (LOtC) was ratified by the board
49. **Drug Education** policy to be shared with the board for ratification following the required edit. **ACTION Clerk**
50. **The Safeguarding Policy** WSCC model adapted to our school provision was ratified by the board in preparation for September publication.

MEETING DATES FOR 2023-24

4 October 2023
22 November 2023
20 March 2024
22 May 2024
3 July 2024

All meetings will be held at the school in L11 from 5-7pm

AOUB:

- HT to email the board on GCSE & ALevel Exam Results days for the board to consider a clear focus on the outcomes in preparation of their first meeting of the Autumn Term **ACTION HT**
- Governors were asked to be available for the Open Evening/Mornings scheduled 28th September 4-6pm and/or 3rd-5th October 9-11am wearing Governor Lanyards with pride to support promotion of the school.
- The Chairs asked for all available governors to support at the end of term Thank You gathering and Farewell speeches on 20th July from 13:00 - 15:00
- The Chair closed the meeting thanking the board for their hard work over the past academic year.

Meeting closed: 18:44