



MINSTHORPE ACADEMY TRUST

FULL GOVERNING BODY MEETING

19th September 2017 @ 4:30PM

T&CC Main Room

THOSE PRESENT OR ABSENT

Mrs B Semper (Chair)	Member Appointed	✓	Mrs W Evans (Vice Chair)	Parent Governor	Apols
Mrs T Boughen	Staff Governor	Apols	Mrs A Jarratt	Staff Governor	Apols
Mrs C Britton	Parent Governor	✓	Mr B Johnson	Parent Governor	Apols
Mr T Cawthorne	Member Appointed	✓	Mrs F Parkin	Member Appointed	Apols
Mrs D Davis	Member Appointed	✓	Mr M Royds Jones	Staff Governor	✓
Mr B Dickinson	Member Appointed	✓	Mr M Scott	Member Appointed	✓
Mr R Henshaw (Principal)	Principal (Ex-officio)	✓	Mr W Shaw	Member Appointed	Apols
8/14 Governors present. This meeting is quorate.					

ALSO IN ATTENDANCE

Mrs J Germain	Clerk to the Governors
Mr M Gilmore	Associate Governor (Vice Principal)
Mrs R Merritt	Associate Governor (Vice Principal)
Mrs K McGowan	Assistant Principal (Agenda Item 10)
Mrs J Collins	Assistant Principal (Agenda Item 11)

Welcome by the Clerk	Actions
Agenda Item	
1 Election of Chair - in accordance with the Articles of Association, point 83	
<p>In accordance with Article 83: <i>83 The Governors shall each school year, at their first meeting in that year, elect a chairman and a vice chairman from among their number. A Governor who is employed by the Academy Trust shall not be eligible for election as chairman or vice chairman.</i></p> <p>The names of those proposed for Chair, those proposing and those seconding the proposals were requested.</p> <p>Proposed Mrs Beverley Semper</p> <p>Proposed by Mr Terry Cawthorne</p> <p>Seconded by Mr Brian Dickinson</p> <p>As there had been only one proposed and seconded nominee, Mrs Semper was duly elected as Chair of the Governing Body for Minsthorpe Academy.</p> <p>The remainder of the meeting was be chaired by Mrs Semper.</p>	
2 Election of Vice Chair - in accordance with the Articles of Association, point 83	
<p><i>83 The Governors shall each school year, at their first meeting in that year, elect a chairman and a vice chairman from among their number. A Governor who is employed by the Academy Trust shall not be eligible for election as chairman or vice chairman.</i></p> <p>The names of those proposed for Vice Chair, those proposing and those seconding the proposals were requested.</p> <p>Proposed Mrs Debbie Davis</p> <p>Proposed by Mrs Beverley Semper</p> <p>Seconded by Mr Terry Cawthorne</p> <p>As there had been only one proposed and seconded nominee, Mrs Davis was duly elected as Vice Chair of the Governing Body for Minsthorpe Academy.</p>	
3 Apologies for Absences	
<p>Apologies for absence were received from Mrs T Boughen, Mrs W Evans, Mrs A Jarratt, Mr B Johnson, Mrs F Parkin and Mr W Shaw.</p> <p>Mr T Cawthorne proposed these absences were consented to.</p>	

MAT FGB Minutes Autumn Term 2017

<p>Seconded by Mrs B Semper</p> <p>RESOLVED# 01 The Governors resolved to consent to the absences of Mrs T Boughen, Mrs W Evans, Mrs A Jarratt, Mr B Johnson, Mrs F Parkin and Mr W Shaw.</p>	
<p>4 Conflicts of Interest and Update of Business Interest Forms</p>	
<p>Governors had been notified of the agenda prior to the meeting, and were asked to inform the meeting of any conflicts of interest, of which there were none.</p> <p>Business Interest forms to be issued for completion at the meeting by all present and returned to the Clerk.</p>	
<p>5 Minutes of the Meeting held on Tuesday 18th July 2017</p>	
<p>Governors were asked to confirm they had received and read the draft copy of the minutes from the meeting held on the Tuesday 18th July 2017.</p> <p>Corrections were requested by the Chair</p> <p>All Governors present confirmed the receipt and accuracy of the minutes, resulting in their approval to be signed as a correct record of the meeting.</p> <p>Mr Cawthorne proposed that the minutes of the meeting held on Tuesday 18th July 2017 be signed as a correct record.</p> <p>Mrs Davis seconded this proposal.</p> <p>RESOLVED # 02 The Governors resolve that the minutes of the meeting held on Tuesday 18th July 2017 be signed as a correct record.</p>	
<p>6 Matters Arising</p>	
<p>Action Point from agenda item 13 Safeguarding - Governors to provide recent safeguarding training evidence to the Clerk.</p>	
<p>7 Membership Changes</p>	
<p>Mrs Fiona Parkin resigned as a Member yesterday (18th September 2017).</p>	
<p>8 Board Changes</p>	
<p>Mrs Fiona Parkin resigned as a Director yesterday (18th September 2017).</p>	
<p>9 Statutory Books and Filings</p>	
<p>The Company Secretary confirmed all necessary entries into the Company's statutory books and file all returns at Companies House arising from the business transacted at the General Meeting had been completed, including:</p>	

<p>- Updating the registers of members and directors; - Filing form(s) TM01 and AP01</p>	
<p>10 Review of the exams results</p>	
<p>Mrs McGowan delivered a presentation to Governors (provided to Governors prior to the meeting) which detailed the results for KS5, KS4 and additional information for the current Year 11 cohort. All data to be presented to Governors is subject to confirmation released on 26th September 2017 and then final issue in January 2018 with the release of Raise Online. Suggestion made this meeting should take place a week later during next year's meeting cycle to enable confirmed data to be presented.</p> <p>CONFIDENTIAL The remainder of this item has been deemed confidential until the issue of Raise Online in January 2018 and as such the content has been removed.</p> <p>Mrs McGowan invited Governors to contact her with any questions.</p> <p>Chair thanked Mrs McGowan for her presentation.</p> <p>Governors were asked to note the content of the presentation.</p>	
<p>11 Safeguarding Report</p>	
<p>Mrs Collins had provided Governors with three documents prior to the meeting.</p> <p>Mrs Collins informed Governors she has been appointed as the representative for secondary schools on the Wakefield and District Safeguarding Children Board. Whilst this means time away from school, the valuable information gained for the 'inside line', and involvement in pilot projects is of additional benefit to school. Work and impact include:</p> <ul style="list-style-type: none"> - Future in Mind - Triage sessions with CAMHS - Links for outliers - Attendance issues - Wellbeing in classrooms - Pathway referrals - Seeking intervention in KS3 - Further Support when in KS4. - Wellbeing and achievement correlation <p>Mrs Collins referred to the first of these, the Safeguarding Report to Governors. This was a more comprehensive document than previously provided, and not every section was spoken about at the meeting. Governors have previously been provided with a Q&A document following a training session, information OFSTED would expect them to know. Governors should be aware College is compliant with staff training which is carried out annually, although required only bi-annually.</p> <p>Staff have also received training on current local concerns, for example CSE, peer on peer abuse (under 18s abusing other under 18s.) and PREVENT, delivered by both outside agencies and Mrs Collins.</p>	

Mrs Collins reminded Governors of the statutory requirement for Governors to undergo Safeguarding Training. This could have been completed at their place of work if an educational setting. Governors were requested to provide College with details of the training undergone. Mrs Collins requires specific dates, OFSTED will seek confirmation of this information.

Governors have previously seen the safeguarding audit completed by College and sent onto the Local Authority, along with the college's action plan. This year's actions include a review of the Children's Safeguarding policy.

Data and Statistics

Mrs Collins directed Governors to the area of the report regarding the logging of concerns – CPOMS. This programme had been launched at Easter and there were still a small number of issues with the reports provided i.e. multiple logs for the same incident, sub categories, and reports not showing the outcome of work undertaken.

Referral Teams

Flow charts had also been provided to indicate the changes within the referral teams. Mrs Collins informed Governors it was 'tight at the top' level of need and social services were struggling to cope with their workload. However this level of work load is replicated all the way through the referral pathway with demand outstripping resources. Mrs Collins described the work as a battle day in day out for young people.

Barnado's visited College again recently and MCC is now a beacon school. Students speak highly of the support in college.

Governors were invited to contact Mrs Collins with any questions, and reminded to supply details of their safe guarding training to Mrs Germain.

Mr Henshaw added the ringing endorsement from Barnardo's is most welcome and College is involved in the DfE project. Mr Henshaw reminded Governors of the complaint to OFSTED which stated staff do not support students and are not trained to do so. In light of the work with Barnado's the initial claim appears to be even more unfounded.

Chair thanked Mrs Collins for her report and presentation.

Governors were asked to note the content of the report and presentation.

12 Confirmation of Time and Date of Autumn Cycle of Meetings

Governors had been provided with the dates and times of all scheduled meetings in the Autumn term as part of the restructure document, but were asked to note the next meeting of the FGB is on:

Tuesday, 29th November 2017 at 4:30pm (Accountants Presentation of the Accounts)

Noted by Governors.

MAT FGB Minutes Autumn Term 2017

Friday 29 th September Governors have been invited to meet with Keith Worrall (Professional Partner) to run through a question and Answer session along the lines of an Ofsted Inspection. Keith will be stepping in and out of Inspector character to discuss answers given and possible key points for Governors to make. To date around eight Governors have confirmed their attendance.	
13 Other Business	
There were no items of other business.	
14 Confidential Items	
Agenda Item 10 - Exam Results – not confirmed until Raise released in January 2018.	
Agenda item 11 – Confidential elements of the Safeguarding Report.	
The meeting closed at 5:20pm	

Signed as a correct record.

Beverley L Semper

Mrs B Semper
Chair of Governors

FOR PUBLICATION