

LOCAL GOVERNING BOARD OF BOLTON IMPACT TRUST

PERSONAL LEARNING CENTRE ACADEMY (PLC)

**MEETING HELD AT THE PLC
ON TUESDAY 25 FEBRUARY 2020 AT 4.00PM**

Present: Mrs A Bottomley (AB), Mrs D Luczka (DL), Mr L McBride (LM), Mr M Murray (MM), Mrs J Plowes (JP), Mr C Tye (CT) and Mrs A Woosey (AW), Academy Lead.

In Attendance: Mrs J Gregory (JG) Deputy Academy Lead, Observing, Mr P Hodgkinson (PH) Executive Principal, Mr D Smith (DS), Finance Director., Mr M Musa Trainee Accountant and Carole Brooks (Clerk to the Local Governing Board)

C Brooks in the Chair (until Item 2)

1. WELCOME AND APOLOGIES FOR ABSENCE

PH welcomed all present, in particular Liam Mc Bride, Mark Murray and Joy Plowes who had been invited to attend as potential Governors subject to their appointments being approved by the Board at item 5 and ratification being gained by the Trust at their next meeting. Introductions were made.

The Clerk reported that there had been no apologies for absence as all Governors were present.

PH gave a brief overview of the recent Academy re-structuring process noting that previously the PLC had formed part of the Medical Academy along with Park School Teaching Service (PSTS). However, it had been discussed and agreed for these to separate to ensure that a better focus on each individual academy could be made.

Governors agreed that the LGB could now be a more focussed and committed group and looked forward to the involvement.

2. APPOINTMENT OF CHAIR/VICE CHAIR

The Clerk reported that due to the re-structure of the Medical Academy into two separate LGB's Governors were required to appoint a Chair and Vice Chair of this Academy. It was noted that this would usually be a two year term of office as per the terms of reference but that on this occasion proposed that the appointments be made to serve until the Autumn Term meeting 2021 to remain in line with the other LGB's within the Trust.

Nominations were therefore invited.

DL expressed a keen interest in the position of Chair noting that she had been Chair of the Medical LGB until the recent restructure had taken place.

LB expressed an interest in serving as Vice Chair, subject to the approval of his appointment later in the meeting.

Following discussion, it was

Resolved:

- i) That Mrs D Luczka be appointed as Chair of the LGB to serve until the Autumn term meeting 2021.
- ii) That Mr L McBride be appointed as Vice Chair of the LGB to serve until the Autumn term meeting 2021, subject to LGB approval (at item 5) of his initial appointment as a Local Governor.

3. DECLARATION OF INTEREST

3.1 Declaration of Pecuniary or Conflict of Interests

No declarations of pecuniary interest or conflict of interest were made.

3.2 Register of Business Interest

In accordance with the academy's financial handbook entries in the Academy Trust's Register of Business Interests were to be reviewed annually. All Trust Members, Local Governors and the Principal were asked to complete the LA model pro-forma and return it to the Head Teacher for retention. It was noted that the entry included:

- relevant business and pecuniary interests
- details of any governance roles in other educational institutions.
- any material interests arising from relationships between governors or relationships between governors and school staff (including spouses, partners and close relatives)

The Clerk noted that trustees and local governors were required to complete this information and that failure to do so may be in breach of the Trust/Local Governing Body Code of Conduct. Governors were requested to complete and return the business interests form to Mr Smith if not already done so. The necessary forms were made available by the Clerk.

Governors duly completed and returned their form as requested.

4. **SAFEGUARDING SELF-DECLARATION**

A decision had been taken by the Board that all individuals would complete a self-declaration form to state that they had not received any criminal convictions or cautions within the previous 12 months, which had not already been reported to the Chair of the Board.

Governors were requested to complete and return the safeguarding declaration form to Mr Smith if not already done so. The necessary forms were made available by the Clerk.

Governors duly completed and returned their form as requested.

Action: Governors to complete and return the declaration for as appropriate.

5. **MEMBERSHIP ISSUES**

A copy of the current membership had been circulated to all Governors for their review and information.

5.1 Notification of Vacancies

The Clerk reported that the following vacancies remained:

3 x Co-opted Governors
1 x Parent Governor

Parent Governor vacancy

The Clerk noted that there had originally been 2 parent Governor position's on the Medical LGB, but it had been agreed previous meeting that following the re-structure there would only be the need for one on each as per the circulated terms of reference.

A Parent Governor election would therefore be required.

Co-opted Governor vacancies

The Clerk apologised to AB noting that she had inadvertently missed her off the membership for PLC during the updating of the database. Therefore, there were only three Co-opted Governor vacancies as opposed to four as had been detailed on the original agenda.

The Clerk noted that the terms of reference stated **up to** eight Co-opted Governors and therefore these vacancies were not required to be appointed to at this time if it was felt that there were sufficient skills across the current membership.

PH referred to the skills required across the LGB noting that the LGB had a wealth of skills and expertise in the areas of the Community and Health but felt that the LGB would benefit from additional skills and expertise in the following areas to enable a wider level of challenge. It was therefore suggested that Governors with:

- An education background;
- Expertise in Curriculum Design/ Quality of Education;
- Expertise in Curriculum delivery and Impact be considered.

Following discussion, the Chair proposed that she arrange a meeting with PH and AW, Academy Lead to further discuss this matter and consider suitable personnel to be approached for Governors consideration ahead of the summer term meeting.

Governors discussed if Mr Murray, Co-opted Governor could transfer to become a Parent Governor should the Parent Governor election prove un-successful as MM was a parent of a child in school. It was realised that if appointed, this would result an additional Co-opted Governor vacancy thereafter, but Governors felt that this may be an easier position to recruit to.

The Clerk confirmed that the Parent Governor election process ought to be undertaken in the first instance to ascertain any interested parents. However, under the circumstances mentioned a transfer of category could be made if MM agreed to put himself forward and if there were no other candidates. It was explained that MM would therefore be elected unopposed and confirmed that an additional Co-opted Governor vacancy would then remain.

Agreed:

- i) That JP, LM AND MM be appointed as a Co-opted Governors to serve a four-year term of office subject to ratification by the Trustees at their next meeting.
- ii) That LM be appointed as Vice Chair subject to his initial appointment being ratified by the Trust Board

Action:

- i) Clerk to update the Governor database to reflect the revised membership
- ii) DL to make the necessary arrangements to meet with AW and PH to further discuss the skills required for the 3 Co-opted Governor vacancies prior to the approach/consideration of suitable candidates being made.
- iii) AW to hold a Parent Governor election at the earliest opportunity.

6. MINUTES AND MATTERS ARISING OF THE LAST MEETING

Governors had received the minutes of the last meeting held on 8 October 2019 for their review and approval. It was noted that these minutes were from the Medical LGB prior to the re-structure of the Academy taking place.

MATTERS ARISING

Governors reviewed the minutes and discussed any actions required. The only action relating to the PLC that was not already covered by the agenda was as follows:

6.1 GIAS, Minute number 9.1

DS confirmed that the GIAS site had been updated and would require further update following the confirmation of the new Governor appointments.

Action: DS to update the GIAS site with the details of all newly appointed Governors.

7. **Governance Responsibilities**

7.1 Terms of Reference

The updated terms of reference had been circulated to Governors for their future reference.

The Clerk noted that since the last meeting, the following detail had now been included:

- Appointment process for Chair/Vice Chair – Nominations to be invited at the meeting.
- Membership – To include one member of the Leadership Team at each LGB meeting in an observing capacity.
- One Parent Governor

The Clerk requested that a review of the content be made to ensure that these remained effective for the remainder of the 2019/20 academic year.

Action: Clerk to upload the revised terms of reference 2019/20 onto the Gateway within the useful Documents area.

Agreed: That the Terms of Reference as circulated be approved for 2019/20.

7.2 Governor roles and responsibilities

The Clerk reported that following the separation of the two LGB's a review of Governors roles and responsibilities was required.

AW agreed that a discussion regarding Governors link roles and responsibility areas in line with their skills and expertise was required and that expressions of interest would be requested and carefully considered.

PH suggested that any existing Governors remain with their current responsibility but reminded them that all monitoring would need to be in line with the new framework.

PH explained the process around Governor week (w/c 11 May 2020) and the Governor monitoring process including the need to complete the Governor visit proforma and submit this to the Academy Lead/Clerk for circulation at the next LGB meeting.

AW noted that she would forward a template to all Governors regarding the responsibilities involved in all link Governor positions and then liaise with each Governor individually to discuss their appointment to a specific area.

DS referred to the new guidance in respect of staff well-being and that this was currently a major focus for Ofsted. It was therefore suggested that consideration be given to appointing a link governor for this area as the PLC was a very unique setting where staff experienced a variety of challenges due to the vulnerability of the pupils in their care.

PH agreed that this was a good idea and that consideration in respect of staff well-being ought to be formalised.

Action:

- i) AW to forward details of each link Governor role to each Governor and subsequently contact them individually to discuss their appointment and area of responsibility.
- ii) AW/PH to include a link Governor for Staff Well-Being within the roles and responsibilities report.
- iii) AW/PH to update the link Governor roles and responsibilities report and forward to the Clerk for uploading to the useful document area of the Governance Gateway.

Agreed: That the information in respect of Governor roles and responsibilities be received and noted.

8. NOTIFICATION OF ITEMS OF 'ANY OTHER BUSINESS'

No items of 'Any Other Business' were notified at this stage in the meeting.

9. NOMINATED GOVERNOR ROLES

9.1 Chairs' Briefing

The Clerk reported that the Chairs' Briefing meeting had been held on Monday 27th January 2020 where the following matters had been highlighted:

- Update from the Assistant Director of People Services – Paul Rankin
- Spring term updates:
 - Outcome of election for Parent Governor Representatives on the Scrutiny Committee (Vicky Dean and Justine Bond)
 - Maintained Schools Committee terms of reference updates
 - Schools Financial Value Standard (Maintained)
 - Changes to Relationship and Sex Education requirements
 - Catholic Education Service HR Policies
- Governance Peer Support Discussion

- Governance Services Update

The Clerk noted that the slides of the presentation made by Mr Rankin were accessible on the Governance Services website under the Chairs Briefing heading.

9.2 Link Governors Report on Training / Recent Training undertaken

The Clerk referred to the newly appointed Governors recommending that they make the necessary arrangements to access the National Induction training for new Governors. Booking arrangements could be found on the Governance Services website.

PH referred to the Link Governor for Training role noting that it had been discussed and agreed at other recent LGB meetings that one Governor be appointed as the link Governor for training to represent all five academies across the Trust. Consideration was being given to Mrs Unsworth taking up this role with LGB/Trust approval.

It was noted that the same arrangements were being considered for the position of Partnership Governor where one Governor would attend the termly meetings and circulate a report to each academy.

DS referred to a previous discussion in respect of Safeguarding Training for Governors. It was confirmed that arrangements were in progress for 'One Education' (the Trusts HR providers) to deliver this as a 90-minute session between 4pm and 5.30pm either just before or on return after the Easter 2020 break. It was noted that all Governors were invited to attend but it was of particular importance that the link Governors with safeguarding responsibilities ensure that they attend.

9.3 Link Governor Visit Reports

The following link Governor monitoring report had been received and circulated for Governors review and information:

Planning and Delivering the academic/vocational Curriculum (Intent and Implementation)

Mr C Tye reported that he had undertaken a monitoring visit in the above area during the previous term and guided governors through the details presented.

CT noted that he had been impressed with how the provision catered for the needs of all pupils in particular the 'stretch and challenge' that was in place and the clear expectation that all pupils despite their individual needs would make progress.

Governors were referred to the 'next steps' as highlighted in the report and if teachers utilised the systems effectively.

AW referred to the new Ofsted framework noting that CT had posed some very challenging questions as part of his visit, all of which related well to the new framework. It was noted that the visit had been very beneficial, and that CT had also discussed preparations for post 16 which had been very useful.

CT commended the offer of provision at the PLC noting that this had grown significantly over his time as a Governor. CT stated that he had been very impressed with the curriculum drive and the offer of enrichment, vocational subjects and the life experiences that were provided for all students.

The Clerk asked that governors include the name of the Academy attended for future visits to provide clarity across the Trust.

PH noted that he would update the Model Template to enable Governors to insert this detail.

Action:

- i) Governors to undertake their Link Governor Visits, complete the relevant proforma and submit this to Mrs Woosey, Academy Lead well in advance of the Summer Term 2020 LGB meeting.
- ii) Clerk to upload the revised visit proforma to the useful document area of the Governance Gateway

9.4 Bolton Governor Conference

The Clerk reported that the Governance Services Team held their annual Governor Conference on Saturday 2 November 2019 at the Mercure Bolton Georgian House Hotel with the theme of “Opportunities for All”.

The day had proved a great success and feedback has been very positive.

The Clerk noted that Mr Hodgkinson had been invited and had made a presentation about Alternative Provision, it was noted that all attendees had commended the presentation made.

DL informed Governors that she had also attended the conference noting that she felt that the content presented had been ‘pitched’ appropriately.

PH and DL commended the conference and recommended that Governors attend the next one in November 2020 where possible. PH noted that he had benefitted from a wide range of networking opportunities.

10. FINANCE REPORT

Governors had received the financial report 2019/20 compiled by Mr Mubeen Musa, trainee Accountant. It was noted that this was the first time Mubeen had both compiled and presented the financial report to Governors.

Mr Musa guided Governors through the report explaining that the purpose of the report was to update Governors with financial information in relation to The Personal Learning

Centre (PLC) based upon transactions that have occurred during the period 1 September 2019 to 31 January 2020.

Governors were advised that the PLC had generated a deficit budget of £108,351 against a budgeted deficit of £124,300 which was £15,946 better than had been anticipated. The variances had been detailed within the report and included:

- Increase to employee costs
- Increase in premises costs
- Supplies and services
- Reduced projected spend in respect of agency expenses

AW referred to the newly appointed Governors and asked if an explanation as to why the PLC was in deficit could be made to ensure they were aware of the history.

DS explained the historic issues as to how place funding was allocated from the LA, noting that the number of actual places (currently 10 LA + 6 external) exceeded the five places that were commissioned from the LA. Therefore, the costs to run the service effectively far exceeded the financial income received.

Governors were assured that other academies across the Trust were making a surplus and that the total expected surplus across the Trust was around £250,000. Therefore, this could currently support other academies within the Trust that were in this position.

AW reported that the academy and the Trust were constantly working to reduce costs where possible without diluting the offer.

A Governor asked if the issue of place funding was on-going and if there was case to be answered and addressed by the LA.

PH confirmed that the Trust was in constant discussion with the LA but to date there had been no commitment for any revised arrangements or additional funding to be provided from them. It was confirmed that the PLC was a 'tightly run' provision and had used £15,946 less than had been anticipated which was to be commended. It was noted that the Trust also supported pupils from other LA's so felt confident that they were managing these matters effectively under the circumstances.

DS referred to and explained the background to the historic deficit across the Trust noting that the Education Skills Funding Agency (ESFA) had been very closely monitoring the repayments required. Governors were informed that as the Trust had shown a firm commitment to regular and timely repayments the ESFA had de-escalated the Trust as a cause for concern. It was confirmed that the regular and timely re-payments would continue.

Agreed: That the financial report in respect of The Personal Learning Centre (PLC) be received and noted with thanks.

11. ACADEMY LEAD REPORT TO GOVERNORS

Mrs Woosey presented her termly report noting that the report followed a slightly different format than previous reports but was in line with the new Ofsted Framework. Governors were guided through the following key items:

- Quality of Education
 - Intent, Implementation and Impact
 - Phase 1
 - Attendance
 - Phase 2
- Behaviour and Attitudes
 - Behaviour
 - Attendance
 - Exclusions
- Personal Development
 - Intent, Implementation and Impact
 - Preparing for life after BIT
- Leadership and Management
 - Leadership and Vision
 - Personnel/Staff Development
 - Safeguarding
- Health and Safety

Aspects of the report were highlighted with additional information shared as follows:

Attendance

AW referred to and explained the new format of reporting attendance data. It was noted that during the autumn term 2019 the attendance figure as raw data was 56% against 66% for the same period last year. This was due to two students, one being on maternity leave and one hospitalised due to a mental health issue. If their attendance was not considered the data would be back to 66%.

A Governor asked if the practice for recording these pupil absences in this setting was the same as in a mainstream setting and if they received educational packs whilst absent.

AW confirmed that despite packs being provided, they were still classed as absent.

PH referred to unauthorised absences noting that contact was always made with the family/child as part of the settings safeguarding and well-being responsibilities to ensure that the school are aware of where they are and that they are safe.

Phase 2 – English and Maths

AW referred to the data provided and reported that there were currently five pupils not making the required progress. It was reported that the following matters relating to this were to be considered:

- two of the pupils attended outreach as they had found engagement very challenging, one of which was also attending the 'Gloves' provision
- One student was on maternity leave
- One student was currently hospitalised

AW confirmed that all pupils in attendance at the PLC were making good progress.

PH discussed how the attendance data in AP settings could become skewed and therefore advised that it was better to review the 'raw data'.

11.1 School Self-Evaluation and School Improvement/Development Plan Update

A copy of the School Development Plan (SDP) and Self Evaluation (SEF) had been circulated to all Governors for their review and approval.

AW reported that like the Academy leads report both documents had been produced in a new format and were in line with the new Ofsted Framework. It was noted that any areas for development that had been highlighted in the SDP were included within the SEF.

PH commended the format and content of the SEF noting that it was also intended to link this into the Governor roles and responsibilities report.

Agreed:

- i) That the progress made on School Self-Evaluation and School Improvement/Development Plan be noted.
- ii) That Governors approve the School Self-Evaluation and School Improvement/Development Plan for The PLC.

11.2 Visit from the Education Improvement Link Professional (SIP)

AW confirmed that the Link Professional had undertaken a visit during the Autumn term but that the report from them had not yet been received. AW confirmed that she would pursue this and circulate it to all Governors following receipt.

Action: AW to pursue the whereabouts of the autumn term Link Professional's report and circulate this to all Governors following receipt.

Agreed: That the information provided from the Education Improvement Link Professional's be circulated to all Governors at the earliest opportunity following receipt.

11.3 Termly Report on Children Looked After

Mrs Woosey confirmed that there were no looked after children attending the PLC in the Autumn term 2019.

Agreed: That the termly report on the school's provision for Children Looked After be received.

11.4 Termly Report on Attendance and Children Missing Education

Attendance

AW referred to the details discussed earlier in the meeting regarding attendance in addition to the information shared within her circulated report.

It was noted that attendance in the PLC was better overall for students than it had been when attending their previous schools.

Children Missing in Education (CME)

Mrs Woosey reported that there had been no cases of children missing education in either setting since the last Local Governing Board meeting.

Agreed: That the report on Attendance and 'Children Missing Education' be received.

11.5 Pupil Premium Grant (PPG) funding 2019/20

Governors were informed that a PPG statement was accessible on the Academies website detailing the allocation for 2019/20.

Agreed: That the termly report on Pupil Premium be Accessed via the website with any updates being included in future Academy lead reports.

11.6 Validated Academy Performance Information

PH confirmed that this item was not relevant to this setting and should be removed from future agendas.

Governors confirmed that there were no further questions to be raised from the academy Leads report. Governors thanked AW for her comprehensive report noting that the new format was clear and concise and would enable Governors to focus on their individual link area of responsibility.

PH noted for the benefit of the newly appointed Governors that the Academy Lead and her team always welcomed support and constructive criticism and any recommendations or suggestions from Governors for further improvements were always welcomed.

DL agreed noting that Governors were required to understand the context, vision and philosophy of the setting in order to offer challenge and support back to the team.

DL thanked AW for all her hard work and commitment to the PLC and asked that this also be passed on to her team

Agreed: That the termly report from the Academy Lead be accepted with thanks.

12. POLICY REVIEWS/APPROVALS

12.1 Admissions Policy 2021

The Clerk reported that following discussion at the Autumn term 2019 meeting, review and approval of this policy had been deferred to this meeting.

PH noted that admission arrangements in AP settings were not the same as mainstream schools and confirmed that following a discussion with Ofsted inspectors at the recent visits had been assured that the statement in place on the website was sufficient for this setting.

PH referred to a Recent discussion with another LGB earlier this term regarding the need for a review of the approval process for all Policies. Governors were informed that as Ms Rebecca Leonard had taken up responsibility as Vice Principal and Nick Hockenhull had become her successor, as one of her priorities she would be reviewing the approval process for all policies in liaison with the Academy lead for each setting across the Trust together with advice from 'One Education'. It was intended to avoid the need for Governors at LGB level to undertake policy reviews if it was not necessary

Agreed: That Local Governors the statement on the website was adequate in respect of Admissions procedure and that no specific policy was required at this time as per Ofsted Inspectors advice.

13. SKILLS AUDIT

DS reported that following receipt of all completed questionnaires, an analysis would be undertaken, and an outcome report produced to be shared with Governors at the next meeting. It was noted that this analysis would also help inform AW when appointing link Governors roles and responsibilities.

DS reminded Governors that Safeguarding training was being arranged for Governors as discussed earlier and that the date would be circulated to all Governors once this had been confirmed with 'One Education'.

DL referred to the potential need for some Governors, in particular the newly appointed to ensure that they access the online level 1 safeguarding and also Prevent training.

Action:

- i) DS to circulate the necessary training links to all Governors to complete as required.
- ii) Governors to forward their certificates to DS for the Governors training records/file as required.
- iii) DS to forward the Skills audit questionnaire to Governors as required to be completed and return within one week.

14. APPRAISAL PROCEDURES

14.1 Impact on Appraisal Procedures in The School Year 2018/19

The Clerk noted that at the last meeting DS had reported that any recommendations following completion of the performance management process for the staff team would be presented to the relevant Committee and managed at Trust Level.

PH and DS confirmed that this process had been completed and that all recommendations had been approved at Trust level.

14.2 Academy Leads Appraisal Process

As per the previous item, DS had reported that any recommendations following completion of the performance management process for the Academy Lead would be presented to the relevant Committee and managed at Trust Level.

DS and PH confirmed that this process had been completed and that all recommendations had been approved at Trust level. It was noted that AW had met all her targets and secured a positive Ofsted judgement.

Agreed: That the update on the impact of the appraisal procedure for 2018/19 be received and noted.

Agreed: That the report confirming completion and Trust approval of the appraisal process for the Academy Lead and their staff team for 2018/19 be received and noted.

15. EVACUATION/INVACUATION PROCEDURES

Mrs Woosey confirmed that an evacuation drill had been undertaken on 11 September 2019 in 2 minutes and 32 seconds. An invacuation drill had also been carried out on 18 September 2019 with all personnel safely back in the building within 4 minutes.

Governors were assured that a spring term procedure would be completed before the end of the current term with a report back to Governors at the summer term meeting.

16. WEBSITE COMPLIANCE

PH reported that following the appointments of the link Governor roles and responsibilities, the Governor appointed would be requested to undertake a review of the website using the checklist to be provided with a report back to the LGB in the summer term. It was noted that the Governor previously responsible for the website had recently stepped down due to time constraints and work pressures.

Action: That the newly appointed link Governor undertake a termly review of the Academy's website to ensure continued compliance and provide a report back to Governors at the next LGB meeting.

17. CHANGES TO RELATIONSHIP AND SEX EDUCATION (RSE) REQUIREMENTS

The Clerk reported that the new Relationships Education, Relationships and Sex education (RSE) and Health Education would be mandatory from September 2020.

It was noted that Relationships Education would be compulsory in all primary schools in England and Relationships and Sex Education would be compulsory in all secondary schools, as well as making Health Education compulsory in all state-funded schools.

It was noted that schools and academies must have regard to the guidance, and where they depart from those parts of the guidance which state that they should (or should not) do something they will need to have good reasons for doing so.

The Clerk advised that the statutory guidance was available via the DfE website along with helpful guides for schools and parents.

It was reported that local primary and secondary schools and academies had worked together in a number of cases to share their own experiences of working with their local communities and ensuring robust policy planning. Stakeholder working was also noted as a useful tool to ensure that the curriculum remained transparent, and any misunderstandings and myths explained.

For faith-based schools, the Governance Services Team recommended consulting with the appropriate religious authority as they may have further guidance and support available.

PH confirmed that compilation of a suitable policy would be completed in liaison with AW as part of the priorities allocated for her focus following her new appointment as Vice Principal. PH confirmed that the Policy would be presented for approval to the relevant board as required prior to 1 September 2020

Agreed:

- i) That the Board delegate to leaders, if not already done so, the planning of the new curriculum and the sharing of clear information with stakeholders.
- ii) That the Board ensure that a robust Relationships Education, Relationships and Sex Education (RSE) and Health Education curriculum policy, where appropriate, was in place by 1 September 2020.

18. SCHOOL TERM AND HOLIDAY DATES 2020/21

Governors were informed that a report detailing the school term and holiday dates for 2020/21 as approved by the Trust was available on the Academy website.

19. DATE OF NEXT LOCAL GOVERNING BOARD MEETING

Agreed: That the Local Governing Board meeting for the remainder of the academic year 2019/20 be held as follows:

Summer Term: Monday 22 June 2020 at 4.00pm at the PLC, David Lloyd Site

20. CONSENT TO ABSENCE

Agreed: That consent to absence was not required as all Governors were present.

21. ANY OTHER BUSINESS

There were no items of 'Any Other Business' reported.

22. CONFIDENTIALITY

Agreed: That none of the matters discussed at this meeting be designated as confidential in accordance with the Academy's Memorandum and Articles of Association.

The meeting closed at 5.20pm

Signed as a correct record: _____
(Chairman/Vice-Chairman of Governors)

Date: _____