

## LOCAL GOVERNING BOARD OF BOLTON IMPACT TRUST

### YOUTH CHALLENGE ACADEMY (Primary and Secondary Provisions)

#### MEETING HELD VIRTUALLY VIA ZOOM

ON THURSDAY 10 OCTOBER 2021 AT 4.00 PM

**Present:** Mrs L Buchanan (Primary Academy Lead), Mr N Hockenhull, (Secondary Academy Lead), Mr M Hilton (Chair), Mrs L Finney, Mrs V McBride, Mrs S Kirby, Mrs V Rudge and Mrs A Sheppard.

**In attendance:** Rebecca Leonard (Executive Vice Principal), David Smith (Finance Director), Jonny Allen, Phil Ogden, Byron Billington and Kathleen Brooks (Minute Clerk, Governance Services).

#### 1. WELCOME AND APOLOGIES FOR ABSENCE

Mr Hilton welcomed everyone to the meeting. Apologies for absence had been received from Mrs A O' Callaghan and Mrs C Dewse.

Mr R Petch and Mr P Campbell did not attend the meeting.

#### 2. ELECTION OF CHAIR

No nominations in writing had been received. The Clerk invited nominations.

A nomination for Mr Hilton to be the Chair was made and Governors approval for the appointment was confirmed. Mr Hilton specified that he would be very happy to continue as the Chair of the Local Governing Board.

**Resolved:** That Mark Hilton be appointed as Chair of the Local Governing Board to serve until the autumn term meeting 2022.

**Mr Mark Hilton took the Chair**

#### 3. ELECTION OF VICE-CHAIR

No nominations in writing had been received. The Chair invited nominations.

A nomination was received for Mr Petch to be elected. Mr Petch had not attended the meeting.

**Agreed:** Mrs Buchanan to liaise with Mr Petch to consider the continuation of Vice-Chair of the Local Governing Board in the interim, pending the Local Governing Board formally electing a Vice-Chair at the next meeting (Spring 2022).

#### **4. STATUTORY GOVERNANCE ISSUES**

##### **4.1.1 Declarations of Interest**

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

Mr Smith provided information to Governors regarding the forms to be considered and completed. All forms had been provided, as part of the documentation, for the meeting through the Bolton Governance Gateway,

##### **4.1.2 Register of Business Interests**

In accordance with the Academies Financial Handbook 2020, entries in the Academy Trust's Register of Business Interests were to be reviewed on a 'regular' basis. The regularity of returns was for the Trust to decide upon; however, as a minimum the Governance Services Team would recommend at least annually.

All were asked to complete the LA model pro-forma and return it for retention. The entry included:

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

As the meeting was being held virtually and paper forms could not be distributed, the forms had been provided to Local Governors online (Bolton Governance Gateway) in a word format in order for Local Governors to download, print, complete, sign, scan and return.

##### **Agreed:**

- i) Local Governors complete the online word version of the Register of Business Interest form and return to Mr Hockenhull or Mrs Buchanan.
- ii) Any forms not received would be followed up and highlighted in the usual manner at the spring term meeting.

#### 4.1.3 **Safeguarding 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.

Similar to the Register of Business Interest return, as the meeting was being held virtually and paper forms could not be distributed, the forms had been provided to governors online in a word format in order for Local Governors to download, print, complete, sign, scan and return to Mr Hockenhull or Mrs Buchanan.

**Agreed:**

- i) That Local Governors complete the online word version of the Safeguarding Self Declaration form and return to Mr Hockenhull or Mrs Buchanan.
- ii) That any Local Governors that have not completed the forms be highlighted at the spring term board meeting as per usual process.

#### 4.1.4 **Declaration of Eligibility / Privacy Consent Form**

The declaration of Eligibility and Privacy Consent Form had also been made available through the Bolton Governance Gateway for completion.

#### 4.1.5 **Code of Conduct**

A document of the Local Governing Board Code of Conduct had been made available to note and accept.

**Agreed:** That Governor's note and accept the Code of Conduct.

#### 4.1.5 **Governance Gateway Agreement**

It was noted that the user agreement for the Bolton Governance Gateway had been revised to ensure the safe and secure use of the site, governors were asked to note and accept the agreement.

**Agreed:** That Governor's note and accept the Governance Gateway Agreement.

#### 4.2 **Membership, Governance Expiry, Vacancies**

##### **Notification of Expiry of Term of Office**

The Chair reported that Mr Ogden's term of office as a Staff Governor was due to expire on 1 March 2022.

##### **Agreed:**

- i) That a Staff Governor election be held before the next Local Governing Board meeting.

#### 5. **MINUTES OF THE LAST MEETING / MATTERS ARISING / ACTIONS**

Governors confirmed that all matters arising that were not included on the agenda had been actioned.

The Chair carefully considered the "Actions" outlined following the last meeting;

##### **Item 3: Safeguarding document (KCSIE)**

Mrs Leonard reported that the updated KCSIE document had been updated for Governors to access and the link provided would acknowledge that they had accessed and read the document.

##### **Item 5: SEN**

Mr Hockenhull reported that a presentation had been shared at the LA Hub Meeting with SENCO's regarding Youth Challenge (Secondary) in terms of the Transition Process; highlighting how important the information received from SENCO's contributed an essential part for a successful transition.

##### **Item 12: Annual Impact Statement**

Miss Leonard reported that an Annual Impact Statement would be provided for each of the LGB's and Trust Meetings. Miss Leonard would circulate the Annual Impact Statement which would encapsulate views from meetings over the year.

**Agreed:** To approve as a correct record the minutes of the last meeting of the Local Governing Board held on Thursday 10 June 2021.

#### 6. **TERMS OF REFERENCE**

Miss Leonard reported that GDPR had been omitted from the Terms of Reference. However, GDPR had been included at Trust level and had been scrutinised by the Risk and Audit and Finance and Resources Committees. The Terms of Reference for the Governing Body remained the same.

**Agreed:** To note and approve the Terms of Reference.

**7. REVIEW OF GOVERNOR ROLE AND RESPONSIBILITIES**

The Chair asked if any Governor wanted to change their role or if there were gaps in the responsibilities to be filled. Miss Leonard confirmed all Governor roles and responsibilities were covered.

Mr Hockenhull discussed the possibility of a governor role regarding Behaviour, commensurate with Academic, as the focus and emphasis of the provision was Behaviour.

Miss Leonard stated that there were currently no vacancies at the present time.

**Agreed:** To consider “Behaviour” as a Governor role at the next Local Governor Board meeting.

**8. NOTIFICATION OF ITEMS OF ‘ANY OTHER BUSINESS’**

No items of ‘Any Other Business’ were notified at this stage.

**CORE BUSINESS ITEMS (BEHAVIOUR AND ATTITUDES)**

**9. PRESENTATION FROM ACADEMY STAFF**

Mrs Buchanan introduced and explained that academy staff would present updates on Behaviour Trends to help inform Governor Discussion and future decisions.

**Review of Behaviour Trends over Time (Primary)**

Mr Allen explained that all new starters received three individual Behaviour targets at the start of the placement. Targets were formulated from reviewing the Early Help, school and parent information. The targets focused on changing challenging behaviours. Pupil targets were reviewed at the end of each day by staff and peers; the children received points from 3 to 1. Staff collaboratively reviewed pupils each day reporting on observations and outcomes. The information was, over time, collated to show achievements, spikes and patterns in behaviours and any trigger points.

Over the past three terms, children averaged 68% in achieving all their targets. These children returned and stayed in mainstream school successfully (usually after two terms). Children who achieved two or less behaviour targets; exhibited a cause for concern and required additional intervention; had been generally identified as having Neural Developmental difficulties. They went on to be assessed through the ABC pathway in order to access the correct help. Pupils who achieved one target moved

successfully to the Forwards Centre or to other specialised provision. Providing the required specialist placement had been essential to the child's success in Education.

The analysis of the termly Parent and Children Questionnaires had not shown any trends but Mr Allen noted parents in general had been initially reluctant to send their children to the provision. However, outcomes from the questionnaire were positive and in many cases after two terms of intervention the placement had been considered the correct decision by parents.

Children recently admitted had been identified with complex and challenging needs; staff had become increasingly aware that transition back to mainstream education, in these cases, may not be successful. Out of 15 children in the present cohort, 11 were presenting extreme difficulties and their future destination potentially would not be mainstream. LB stated this had been the highest number of children identified.

The Chair and Miss Leonard thanked Mr Allen for the report.

Miss Leonard referred to the cohort exhibiting more complex and challenging needs and asked; long term what needed to change?

Mrs Buchanan noted that additional support services needed to become more involved to support the provision. A meeting once a term had been arranged with the LA and this aspect would be discussed and actions would be taken back for the LA to arrange.

Mr Hilton asked if the issue had been magnified by Covid 19?

Mrs Buchanan confirmed that Covid 19 had contributed, but pupil communication had become a much wider issue and had a massive impact on progress, in that children did not know how to communicate with each other.

Mrs Buchanan illustrated Year 3 children, whom due to Covid 19, had only experienced a Reception Class and had not experienced Year 1 or Year 2 and now were used to doing their own thing.

In KS2 they had adapted lesson formats to be more accessible for the children eg afternoon PSHCE and 1:1 lessons.

Mrs Buchanan informed Governors that Liz Fenwick (SIP) would be able to support and address lessons for KS2 children who were functioning at Reception/Year 1 level as her specialism covered Early Years. Mrs Buchanan stated the issue had been a noted pattern across Education not just Youth Challenge.

RB explained that staff were already changing, adapting and responding to the needs of the children in both Primary and Secondary Youth Challenge on a daily basis.

#### Review of Behaviour Trends over Time (Secondary)

Mr Hockenhull provided a strategic overview of how behaviour challenges were being addressed and further information had been provided within the latest LGB report. Research showed protective factors and underlying factors for behaviour could be identified eg issues at home, style of parenting, community, peer groups and/or underlying learning difficulties. More young adults 14/15 years of age had undiagnosed Dyslexia issues that had not been addressed.

Mr Billington explained that the lack of time the children had spent in school due to Covid 19 had a significant impact. Currently there were 21 KS3 children. Year 7 children had been in Year 4 at Primary School during the first lockdown, Year 8 had been in Year 5 and Year 9 in Year 6. Therefore many children had not experienced a transition into mainstream secondary school which was a major step for most children in their education journey. Out of the 21 children 7/8 remained undiagnosed from their Primary base Schools, due to vital assessments not being completed eg EP reports. One child attended 11 days in their secondary setting before transfer to Youth Challenge. The challenge was that the children needed significant additional help over and above that available at a PRU setting.

Another trend included far more referrals from secondary schools for knife crime ie children carrying or hiding knives in school.

Exclusions following the summer break were higher. Smoking had been eliminated completely from the site. However FTE's had spiked recently due to smoking (including e-cigarettes). Mobile phones had been banned from classrooms to ensure a good focus on the lesson. This had been a difficult rule for some children and FTEs had risen due to non-compliance with the rule.

Attendance post Covid 19 had been difficult due to the time spent away from education. Attendance had been recorded 3% down from last year. There had been a relentless pursuit by staff to ensure good attendance. All children were contacted every day they did not attend.

Miss Leonard commented on the exclusion trends which had been fully backed following scrutiny of the data. 14 new referrals had been received into Youth Challenge since the beginning of the Autumn term, equating to two new children each week. The new pupils had a significant unsettling effect on each class and the whole school every week. It was deemed extremely important that all the children understood certain behaviours were not acceptable.

Mr Hockenhull explained that the staff still had extremely high standards and expectations for all the children. Behaviour in the Curriculum was addressed in a positive way e.g. the way people should speak to each other, reward systems, assembly on Friday.

The Chair thanked Mr Billington and Mr Allen and for their presentations.

## **OPERATIONAL ITEMS**

### **10. NOMINATED GOVERNOR REPORTS**

#### **10.1 Chairs' Briefing**

The Chair reported that he had attended the virtual live event of the autumn term Chairs' Briefing meeting held on Monday 27 September 2021, where the following issues had been highlighted:

- Introduction to our new Assistant Director for Inclusive Education and Learning: Geraldine Whitehead
- Governance Services Update
- Support for Chairs
- Consultation Findings: Chairs' Briefings 2021-22
- Revised NGA Skills Audit Templates
- Autumn Term Meeting Updates

#### **10.2 Link Governors Report on Training**

Miss Leonard reported from the current Governor Skills Audit that the Academy had been very fortunate in all the LGB's that the range of governor's skills indicated no gaps at the present time in terms of training.

The 2021/22 Governance Training Programme was now available on the Governance Services website. It was noted that there were a number of new training opportunities available in the programme to assist governors in their role, taking into account national initiatives and changes in legislation. RL asked Governors to provide information to her on the courses they had attended in order to complete an accurate log of Governor training.

The Academy had bought into a Safeguarding Programme called The Safeguarding Network, sessions which were all on line linked to KCSIE. Mrs Leonard had asked Colette at Youth Challenge if there would be a capability to add all Governors onto the programme. Therefore a link may be sent via email to Governors to join the Safeguarding Network.

The Link Governor reminded Governors to get in touch if they wanted to request any specific training.

Mr Hilton added that within the Governance Services SLA offered free training for Governors on a variety of topics that could be accessed. Mrs Leonard promoted the OFSTED, SEND and Safeguarding training available alongside many other useful topics and reminded Governors they can book straight on the courses electronically.

#### **10.3 Partnership Governors Report**



The Partnership Governor (Miss Leonard) reported that she had attended the virtual live events of the Partnership Forum held on Monday 11 October 2021 where the following matters had been highlighted:

- Update on Primary and Secondary Phase with an Ofsted Update - *Strategic School Improvement Team*
- School Place Planning Update - *Ged Kelly, Children's Services Capital Programme Manager*
- Support for families who are new to the UK and speak English as an additional Language (EAL) - *Yousif Islam, Head of Service, Achievement, Cohesion and Integration Service (ACIS)*

Miss Leonard agreed to send information to Governors regarding the OFSTED update.

Miss Leonard stated that if any Governor who wished to consider the Governor Training or Governor Partnership roles to liaise with her.

#### 10.4 Link Governors Visit Reports

Monitoring reports from Link Governors had been completed for Governor's review and information.

##### 10.4.1 Career's Curriculum

Mrs Sheppard shared her report regarding a planned visit to consider the Careers Curriculum. Mrs Sheppard had met with Kelly Shacklady (Vocational Studies Lead) and discussed how the BTEC vocational areas were rolled out throughout the school and had it been successful. The vocational study programme had successfully started at the beginning of the Autumn term. KS4 pupils chose two areas to study alongside their English and Mathematics studies. Mrs Sheppard had taken the opportunity to speak with pupils about their experience and they had been enthusiastic when gaining work placements to enhance their experience and skills. The pupils were enjoying the subjects they were studying and were able to change options if they wished. KS3 pupils received three hours of vocational study which included cooking, construction and land based, with the option to add music. Positive feedback had also been received from staff. Mrs Sheppard shared the information regarding the progress of the Career Events arranged for the year ahead.

##### 10.4.2 Health and Safety

Mr Ogden shared the Health and Safety visit report following virtual meetings conducted to scrutinize the outcomes of the recent Health and Safety Audit for both Primary and Secondary sites.

Mr Ogden requested clarification of the process when an incident resulted in a delayed injury to a member of staff, as the procedure did not seem clear in the employee handbook.

Mr Hilton confirmed that any incident needs to be logged in the accident book as there needs to be a clear and accurate record of all injuries / accidents.

Mr Ogden enquired about working “at height” training – Mrs Buchanan had spoken to Mr Lee Fitton – the trust site and maintenance officer who would be able to deliver this type of training. Mr Hockenhull had emailed staff not to work from heights eg standing on chairs.

#### 10.4.3 Website Compliance

Mrs Rudge shared the report on Website compliance. Both Primary and Secondary had been checked and they are compliant, new ratified policies had been posted and all relevant information kept up to date. Primary intended to make their pages more pupil and parent friendly especially when new pupils/parents were accessing the site to find out more about the provision. There were a number of Trust Wide policies due for review (Equal Opportunities, Lone Working, Anti-Radicalization and extremism and Transgender). Miss Leonard stated that she had been working on the reviews, combining some were appropriate (possibly renamed) and that they would be fully reviewed in time for the next meeting.

#### 10.4.4 SMSC / PSHCE

Mrs Rudge shared the visit report on SMSC and PSHCE. Secondary had introduced a revised 1:1 key working intervention this term. Tracking sheets were completed which included the trigger / incident, intervention used, reflection, outcome of the intervention and decision on the next steps. ECM documents were used and pupils were grouped dependent on the level of need. Lessons were adapted as required dependent on live issues to be addressed. Mrs Buchannan commented that a more individual, tailored, curriculum had been observed following safeguarding concerns.

Primary had introduced a new PHSCE curriculum which included the RSE Policy and the ECM document.

#### 10.4.5 Safeguarding

Mr Hilton shared the visit report on Safeguarding.

Highlighted areas included Peer-on-Peer abuse, which had been written into the Behaviour Policy (zero-tolerance approach). There had been no reported cases but it did not mean this was not happening in the Academy. Looking at other areas where this type of abuse may happen eg off the premises; the minibus driver had been instructed to report any cases to the Academy.

As the Academy site was shared for non-academy activities eg Bolton IT Unit, the governing body must ensure that appropriate safeguarding and child protection policies and procedures were in place. Academy Leads had confirmed that the Youth Challenge section of the site was secure and separate with no student issues due to the shared services on site. There were monthly meetings arranged between the five different organisations who shared the site.

#### 10.4.6 Wellbeing

Mrs Buchanan informed the Governors that a report on Wellbeing had been posted on the Governance Gateway but had been added late.

Mr Hilton requested ideas to how this section of the meeting could be slicker. Mrs Buchanan asked if everyone could attend the meeting after reading the published reports with at least one question; including Academy Leads Report. This section could possibly just be for taking questions because the reports had already been read.

Mr Hilton asked if everyone would ensure they used the correct template to submit reports. Mrs Buchanan agreed to distribute the latest template that went out to the Trust and Academies, as appropriate.

#### 10.5 Bolton Governance Conference

The Governance Services Team had planned an annual Governance Conference for 19 March 2022 at the Mercure Bolton Georgian House Hotel Blackrod. Further information would be provided in due course.

### 11. SCHOOL WEBSITE COMPLIANCE

This item had been reported earlier in the meeting (Reference 10.4.3).

### 12. CURRENT FINANCIAL POSITION

Mr Smith shared the main points from the Financial Monitoring Report published and circulated to Governors. The academy budget at the start of the academic year provided little to go on in terms of projections. Recently more had gone into third party expenditure around additional educational activities. The Recovery Premium had been due to come in from the ESFA and projected a surplus of £222,000 at Youth Challenge, in line with the budget.

The Chair thanked Mr Smith for the information received.

### 13. ACADEMY LEADS REPORT

Mrs Buchanan informed Governors that she had met with Mr Hockenhull a few weeks ago and they had agreed to condense the Academy Leads Report.

Mrs Buchanan welcomed any questions on the reports.

Miss Leonard referred to the outcome data from secondary. The results had improved both this year and last year. The children were known to respond better to not having to sit final exams, due to the pressure. What were the plans for 2021 - 2022 academic year in terms of matching the results?

Mr Hockenhull explained that the Academy received very little KS2 data. The children found formal exams a huge barrier, just sitting down for more than twenty minutes was a huge achievement. In English 95% received a grade in GCSE English which had been a terrific achievement. The plan would be setting Pre Public Exams (mock exams) that would be shorter and more focused eg a set question in English but delivered in a formal way. Learning retention strategies were been delivered following CPD. Alison Woosey (Quality of Education for the Trust) had been very keen on this development. The Year 11 pupils would go through two or three times as much exam preparation compared to their mainstream peers.

Mr Hockenhull explained the Teacher Assessment this year had been more formal and included submitting evidence to exam boards. The results would not be as good this academic year and Mathematics would potentially surpass the English grades. This area had been constantly addressed and discussed including the possibility of not having a functional skills target and just having a GCSE target for all pupils. However, there would always be a need for this area at the Academy.

**A Governor asked how many people had attended the “Who’s in Charge?” course.**

15 places maximum were available to parents. 6 places had been taken up on the last course (5 YC secondary and 1 YC primary). A new course would be commencing after half term with a similar uptake of parents attending.

Miss Leonard explained that some parents were not ready for the content of the powerful course and a pre-course would be more appropriate. There had been good retention on the course, due to ongoing counselling sessions and parents more emotionally ready to engage. Staff would be upskilled across the Trust so that they would mirror the Who’s in Charge methodology at the academy.

**A Governor asked, Page 4 of the pupil analysis survey - What did the total of 190 refer to?**

Mrs Buchanan responded that this was the total number of points possible when answering the questions.

Mr Hilton reminded Governors that asking questions of the staff and the academy leads who attended the meetings was an essential part of evidencing the impact of Governors and could be stronger. OFSTED would review minutes to look at the challenge from Governors. Link visits also provided evidence of the impact of challenge.

Miss Leonard added that when reports were made available and there was anything Governors would like to discuss prior to the meeting please speak to the Academy Leads or the appropriate person. Understanding educational terms and acronyms would often be difficult to comprehend when Governors did not work in the Educational world.

Mr Hilton thanked the Academy Leads for their conscientious detailed reports.

## **14. APPRAISAL PROCEDURES (Deferred from Autumn Term)**

### **14.1 Impact of Appraisal Procedures 2020/2021**

Miss Leonard explained that Appraisal Procedures were discussed at Trust level. Teacher’s appraisals were currently being conducted. The outcomes would go to the Pay and Appraisal Committee which would take place at the end of November 2021.

### **14.2 Academy Leads Appraisal Process**

Academy Lead dates for appraisals had been confirmed and all decisions would go to the Pay and Appraisal Committee held at Trust Level at the end of November 2021.

**15. SCHOOL TEACHER'S AND SUPPORT STAFF PAY AWARD 2021**

Miss Leonard explained that the Academy would follow the Bolton LA model and that there had been no contentious issues. Updates would go to the Pay and Appraisal Committee in November 2021.

The School Teachers Pay and Conditions Document 2021 ('STPCD'), no longer published a full pay range, rather it set the minimum and maximum value for each scale of teacher e.g. main scale, upper pay scale and the various leadership groups. It was then for each Local Authority, school and Trade Union to consult and agree how they would manage the local pay framework within these broad parameters.

**16. ADMISSIONS POLICY (2021/2022 & 2022/2023)**

Miss Leonard advised Governors that the Academy had a policy statement for Admissions. Mrs Buchanan added that new admissions went through a Panel process.

The School Admission Code had been amended effective from 1 September 2021 to include alongside the criteria for Looked After Children a reference to Internationally Adopted Previously Looked After Children (IAPLAC). Admitting authorities had been instructed to amend their Admissions Policy for September 2021 and thereafter.

**17. ACADEMY TRUST HANDBOOK**

Mr Smith had presented a report to the Trustees regarding the Academy Trust Handbook, previously known as The Academies Financial Handbook which had been updated with effect from September 2021. This item would be further discussed at Trust Board level. The Handbook described the financial responsibilities of academy trusts reflecting their status.

**Agreed:** That the Local Governing Board noted the changes to the Academies Financial Handbook 2021 as summarised on the accompanying report.

**18. SAFEGUARDING AND KEEPING CHILDREN SAFE IN EDUCATION (SAFEGUARDING & CHILD PROTECTION POLICY)**

The Department for Education had updated the Keeping Children Safe in Education statutory guidance which came into effect from September 2021.

Further to this it was reported that the Local Authority Safeguarding and Child Protection Unit had updated their model Safeguarding and Child Protection Policy as well as their Section 175 Safeguarding Audit Checklist for schools and academies in Bolton.

**Agreed:** That the Local Governing Board noted the report.

## **19. POLICY REVIEWS**

The four policies below had been reviewed and updated.

- 19.1 Safeguarding
- 19.2 SEND
- 19.3 Behaviour
- 19.4 Supporting Pupils with Medical Needs

Mr Hilton asked if anyone wished to raise anything they were not happy with after reading the policies.

Miss Leonard noted that the updated Safeguarding Policy had followed the Bolton Safeguarding Teams recommendations and model.

**Agreed:** That all reviewed policies considered at the meeting be ratified.

## **20. DATES OF NEXT LOCAL GOVERNING BOARD MEETINGS**

**Agreed:** That the Local Governing Board meetings for the remainder of the academic year 2021/22 be held as follows:

Spring Term 2022: Thursday 3 February 2022  
Summer Term 2022: Thursday 9 June 2022

## **21. CONSENT TO ABSENCE**

**Agreed:** To consent to the absence from this meeting of Mrs A O' Callaghan and Mrs C Dewse,

## **22. ANY OTHER URGENT BUSINESS**

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

**23. 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.

Mr Hilton thanked everyone for their time, visits, reports, reading the minutes / paperwork in readiness for the meeting.

The meeting closed at 5.40pm.

Signed as a correct record: \_\_\_\_\_  
(Chair/Vice-Chair of Governors)

Date: \_\_\_\_

**MATTERS ARISING / ACTIONS**

### **Item 3 – Election of Vice Chair**

Mrs Buchanan to liaise with Mr Petch, to consider the continuation of Vice-Chair of the Local Governing Board during the interim period. Pending the Local Governing Board formally electing a Vice-Chair at the next meeting (Spring 2022).

The Local Governing Board would formally elect a Vice-Chair at the next meeting.

Chair / Clerk to add item to agenda of the next LGB meeting in the Spring Term 2022.

### **Item 4.2 – Governor Expiry Notification**

That a Staff Governor election be held before the next Local Governing Board meeting.

### **Item 7: Review of Governor Roles and Responsibilities**

To consider “Behaviour”, as a Governor role at the next Local Governor Board meeting.

Chair/ Clerk to add to agenda of the next LGB Meeting in the Spring Term 2022.

### **Item 10.3: Partnership Governors Report**

Mrs Leonard agreed to send information to Governors regarding the OFSTED update.

### **Item 10.4: Link Governor Visit Reports**

Mrs Buchannan agreed to circulate the latest template (Link Governor Visits) that went to the Trust and Academies as appropriate.

#### **Item 10.4.2: Health and Safety**

Mrs Buchannan to arrange and confirm the “Working at Height” Training with Mr Lee Fitton.