

WALSALL CHILDREN'S SERVICES

**MINUTES OF THE MEETING OF GOVERNORS OF
ALDRIDGE SCHOOL - A SCIENCE COLLEGE
HELD AT THE SCHOOL AT 6.00 PM ON TUESDAY 7 DECEMBER 2010**

PRESENT:

Mr S Davies
Mrs V Devi
Mrs K Dutton
Mr W Hodson
Mr K Holland - Chair
Mrs P Mattu
Mr J Messenger
Mr D Mountney – Headteacher
Miss M Moylan
Mr J Murray
Mr P New
Mrs P Randall

IN ATTENDANCE:

Mrs T Banks – HLTA
Mrs S Bawn – Psychology Teacher
Mrs R Elton – Pastoral Support Worker Barr House
Mr J Fendek – ICT Strategy and Network Manager
Mr R James – School Administrator
Mrs G Morris – Deputy Headteacher
Mr G Morton – Guidance Leader Linley House/ICT Teacher
Mrs J Morton – Deputy Headteacher
Mr N Obie – Associate Assistant Headteacher
Mrs E Thackwray – Clerk
Mrs D Walters – Pastoral Support Worker Scott House
Mrs C Welch – Associate
Mr N Wharton – Associate

CONSENT TO ABSENCE:

Mr J De-Hayes
Mr P Elwell
Mrs J Halifax
Mr A Lamb
Dr H Slominski

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WELCOME

Mrs V Devi, Mrs K Dutton and Mrs P Mattu, newly elected Parent Governors and Miss M Moylan newly elected Staff Governor were welcomed to the meeting and the Governing Body.

367 **DECLARATION OF INTEREST**

There were no declarations of interest.

368(a) **RESEARCH PRESENTATIONS**

The Headteacher advised that the Research posts had been developed to incentivise staff that were not part of the management structure and aid their development. Small remunerations had been paid and staff had had to feedback to members of the SLT.

Staff had been mentored by a member of the SLT. Presentations had been prepared for the Governing Body, however due to the anticipated lengthy discussion of the Ofsted report, handouts would be circulated by each researcher with a brief description of activities undertaken. Governors would then be given the opportunity to ask questions.

The Headteacher advised that Mr D Wright, who had undertaken research on Extended Schools, was not able to attend the meeting due to being on paternity leave.

[MRS T BANKS, MRS S BAWN, MRS R ELTON, MR J FENDEK, MR G MORTON AND MRS D WALTERS JOINED THE MEETING AT THIS POINT]

368(b) Underachieving Boys – Mrs S Bawn

Mrs Bawn advised that she had targeted Y8 boys in her research and had looked at ways to raise their self esteem. Targets had been identified by the SLT and Pastoral team. Mrs Bawn had worked with the group for 30 mins per week over ten weeks. The participants had been surveyed at the beginning and end of the project to measure success. Non-participants had also been surveyed in order to measure. Results had shown that self esteem had increased. Mrs Bawn circulated a copy of her report (Appendix 1).

368(c) Corporate Image and Publicity – Mr J Fendek

Mr Fendek advised that he had redesigned the School prospectus in conjunction with an external company. He had also redesigned the School's website to include more information, headlines and other relevant issues.

Governors were advised that Mr Fendek was also responsible for ensuring the website complied with the corporate image of the School. Mr Fendek advised that he had developed a good relationship with the Express and Star and could negotiate cheaper advertisements as well as sending press releases and pictures directly to them for publication.

The Chair questioned what work had been undertaken so far in order to improve the Schools reputation. Mr Fendek advised that he had begun to build a more professional image. When the School's website was compared with the websites of other local schools it looked a lot more professional and more useful. The Ofsted Inspector had considered the School's website to be very useful. The Chair questioned the considerations of the Parent Governors and one advised that when she had visited the website to look at homework diaries, they were out of date.

Mr Mason considered that Mr Fendek had undertaken a splendid job with details of the Music Department and earlier that day Mrs Welch had circulated 300 leaflets advertising concerts to local primary schools. He considered that this was a tremendous tool.

Mr Fendek advised that he circulated Headlines, a student newsletter on a termly basis and Mrs Welch had suggested emailing the newsletter to all students.

The Chair considered that Mr Fendek's actions had been consistent however; he questioned whether promotion of the School on the internet was enough.

A Parent Governor suggested advertising in the Walsall Advertiser as he had seen a number of local schools advertising in it. Mr Fendek advised that he regularly emailed all the local papers but no interest was shown unless it was shocking news for the public.

Mr Fendek circulated a copy of his report (Appendix 2)

368(d) E Tracking and Support – Mr G Morton

Mr Morton advised that he had completed his research on pastoral development and uniform standards. He circulated his report (Appendix 3). Mr Morton had begun his project by researching other School's uniform policies and then had redesigned the current uniform poster. He considered that uniform needed to have a consistent theme.

Mr Morton advised that for the E-Reporting part of his post, he had trialed the system with a small number of pupils but had found that the system took away the onus of checking from the pupil. He considered that an electronic system should run alongside a paper system.

Governors questioned the length of the trial and Mr Morton advised that it had been 2 to 3 weeks. The electronic system was still available for pupils who lost their report card. The Headteacher advised that there was currently 1 student on the electronic system to avoid loss, he considered the system was positive as it saved pupils being able to read what a member of staff had written and

stopped the confrontation of a pupil not liking the member of staff's comments.

The Chair questioned what Mr Morton looked to do in the future. The Chair considered that the School needed to change its culture and that it was the responsibility of the teacher to deal with the report card rather than being pupil driven.

The Headteacher advised that a trial was currently being undertaken with a small group, whereby parents were able to access their child's files electronically. He considered that this would be rolled out across the whole school.

The Chair considered that Mr Morton should liaise with local schools that currently used an E-Reporting system and learn from their mistakes.

The Chair questioned if the compliance with uniform standards had improved since the new posters had been displayed and Mr Morton considered that standards were improving. He advised that the posters ensured staff had a reference point. The Chair questioned the exact level of compliance and Mr Morton advised that it was approximately 85-95% although the Headteacher considered that the poor weather had had an impact. Mr Mason considered that there were issues with the students not have anywhere to store outer clothing.

368(e) ECM Intervention – Mrs R Elton

Mrs Elton introduced herself to Governors and gave a brief explanation of her role. A copy of her report was circulated (Appendix 4). She advised Governors that sex education and PHSE was delivered in form time whilst pupils were in Y9. She had realised that there was not sufficient time during tutorials and that students still had a number of questions that needed to be answered.

Mrs Elton had arranged a drop in session with Mrs E Hyde - Young Persons Health Advisor for the NHS. Mrs Hyde was already familiar to some students as she ran drop in sessions at the local youth club. Mrs Elton advised that staff could refer pupils to Mrs Hyde or pupils could attend a drop in session spontaneously. She advised that sessions were confidential with approximately 15 to 29 pupils being seen on a monthly basis.

Governors questioned how the success of the scheme had been measured and Mrs Elton advised that attendance numbers had been analysed. Governors noted that the majority of parents were happy for their child to see a person in the School environment.

Mrs Morton advised that she had referred pupils for safeguarding reasons and

issues around sexual health were a useful resource. Mrs Elton considered that pupils could attend in a very discreet manner, other pupils would not be aware of attendance.

A Governor questioned how pupils were made aware of sessions; Mrs Elton advised that pupils were informed via assemblies, form tutors and posters.

Governors questioned if there was a website that pupils could access and Mrs Elton advised that there was not currently however she would give this further consideration.

Mrs Morton advised that a wall display had been erected and it clearly stated where pupils could go for help.

368(f) Breakfast Club – Mrs T Banks

Mrs Banks advised that she had investigated the provision for before and after school clubs. A breakfast club had been set up for Y7 pupils and at first this had proved popular, however due to some school buses arriving 10 or 15 minutes before registrations and pupils wanting to speak with their friends, attendance had deteriorated. Mrs Banks had therefore looked at after school provision.

Mrs Banks had successfully bid for an Extended Schools grant and had implemented a homework club. Groups for KS3 and KS4 were run separately four days per week. There were 25-30 attendees from KS3. KS4 attendance had been better than anticipated at 10 to 15 regular attendees.

From January KS4 sessions would also involve interview skills and CV writing. These sessions would be held once per week. Mrs Banks advised that she would encourage parental involvement; Mr Hodson advised that he would be able to assist.

Governors questioned if Mrs Banks had sufficient available resources. Mrs Banks advised that 2 staff covered the club each evening and sixth form students also support the club, these students would be presented with thank you certificates.

368(g) Local Voice and Impact (Mrs D Walters)

Mrs Walters circulated her report (Appendix 5). She advised that when her daughter, who was now in sixth form, had started the School, parents were moving house in order to aid their child's admission to the School. She considered that the image of the School had declined over the past 3 years.

A number of comments had been made that once pupils moved to Y7, their

primary schools never heard of them again. Mrs Walters considered that it was important for the School to feedback to their feeder schools. She was therefore compiling booklets of stories from Y7 students; these booklets would then be copied and distributed to feeder schools.

Mrs Walters advised that examination results had been published in the Walsall Advertiser and details of renovation works had been published. Feedback had been received from parents that the School's image had declined due to results and the lack of knowledge about expenditure on the building.

Mrs Walters advised Governors that recently 3 advertisements had been placed to celebrate Y7 sporting successes.

The Chair acknowledged the decline in the School's image.

Governors considered that communication with parents needed to be increased.

The Chair thanked Mrs T Banks, Mrs S Bawn, Mrs E Elton, Mr G Morton and Mrs D Walters for their contribution. He offered the full support of the Governing Body.

Governors received a copy of Mr Wright's report on Extended School (Appendix 6).

[MRS T BANKS, MRS S BAWN, MRS R ELTON, MR G MORTON AND MRS D WALTERS LEFT THE MEETING AT THIS POINT]

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E-SAFETY PRESENTATION

Governors received a presentation from Mr J Fendek on E-Safety.

Governors questioned how parents were informed of the risks of internet use. Mr Fendek advised that communication had been sent out to parents and discussions had also been held at parents' evenings. Governors considered that a link should be placed on the front page of the website.

Governors questioned if the School had received any reports of students meeting up with people they had met on the internet. Mr Fendek advised that a few reports had been received from CEOP, particularly relating to sixth form students. Mrs Morton considered that Mr Fendek was fantastic and advised that he regularly checked social networking sites and passed his concerns on to the SLT.

Mr Fendek advised Governors that the School had a system whereby if certain

trigger words were typed on screen, a screen shot was be taken and emailed to Mr Fendek.

Mrs Morton considered that Mr Fendek was very proactive.

Governors questioned if the School had a Facebook profile and Mr Fendek advised that one had not been set up as he was concerned that this would show the School that pupils attended. A person with malicious intent may view the infromation. Mr Fendek advised that he scoured You Tube on a regular basis and informed parents of any videos featuring the School.

Governors congratulated Mr Fendek on his presentations and thanked him for his attendance.

[MR J FENDEK LEFT THE MEETING AT THIS POINT]

370 **DYSLEXIA FRIENDLY STATUS PRESENTATION**

Governors were advised that this item would be deferred to the meeting in the Summer Term.

371 **ANY OTHER BUSINESS**

Governors considered items of Any Other Business and agreed that the following be discussed at the appropriate time during the meeting:

Christmas Events

Policies

Responsible Office Report

MINUTES OF THE PREVIOUS MEETING

- 372 **RESOLVED:** That the minutes of the previous meeting, held on Tuesday 21 September 2010 be approved as a correct record.

MATTERS ARISING FROM THE MINUTES

373(a) **Governor Training (Minute No. 353)**

A Governor considered that the cost of the Clerking SLA provided by Wolverhampton City Council should be compared to other service providers and Governors requested that Mr James undertake a benchmarking exercise for the costs of Clerking and Governor Training and present it at the next meeting of the Governing Body.

Mr James advised that the School currently bought into Walsall Governor Training at a cost of £34 per Governor.

373(b) Membership of the Governing Body (Minute No. 348)

Mrs Welch confirmed that Christmas wishes had been sent to Mrs C Heaven.

MINUTES OF THE FINANCE COMMITTEE

The Headteacher advised that Mrs M Briggs – Catering Manager had been tasked with saving £600 per month to cover the installation and running costs of a cashless catering system.

The Headteacher advised that a report would be submitted at the next meeting of the Finance Committee and he would be recommending installation from 1 April 2011.

Governors were advised of the benefits of the system and considered that more money would be spent in the School kitchens rather than at Tesco or other local shops.

Mrs Briggs considered that even though staff had been cut, she could still meet the needs of canteen customers and the Chair considered that whilst the system seemed sensible, the School appeared to be pursuing the cheapest quote. The Headteacher advised that the preferred provider had been invited to attend the next meeting of the Finance Committee; however, Mrs Briggs would also visit local schools with the system already in place. The Headteacher advised that he would circulate the agreement for Governors to view.

A Governor questioned if the issue had been discussed at the Property and Services Committee as it was considered that the issue should have been discussed at that committee before being discussed at the Finance Committee.

Governors questioned the logistics of visitors using the card and the Headteacher advised that a preloaded card would be available for visitors. The system would primarily work off finger ridge recognition, but if parents did not approve of this then their child could be issued with cards. No member of staff would have to handle cash.

Governors questioned the target date for implementation and the Headteacher advised he was currently aiming for April 2011.

Following discussion it was

374 **RESOLVED:** i) That the minutes of the meeting of the Finance

Committee (Appendix 7) be adopted; and

- ii) That the approval of the cashless catering system be delegated to the Property and Services Committee.

MINUTES OF THE PERSONNEL COMMITTEE

- 375 **RESOLVED:** That the minutes of the meetings of the Personnel Committee held on Tuesday 28 September 2010 and Tuesday 9 November 2010 (Appendices 8 and 9), be adopted.

MINUTES OF THE PROPERTY AND SERVICES COMMITTEE

Governors questioned whether staff were happy with the communal toilet. The Headteacher advised that there were separate facilities for males and females.

The Chair expressed grave concern over what appeared to be a large overspend on a toilet and advised members of the committee that he would like to matter resolved as soon as possible.

- 376 **RESOLVED:** That the minutes of the meeting of the Property and Services Committee held on Tuesday 12 October 2010 (Appendix 10) be adopted.

NOTES OF THE CURRICULUM COMMITTEE

Governors received a copy of the notes from the inquorate meeting of the Curriculum Committee (Appendix 11) held on Tuesday 4 October 2010.

MEMBERSHIP OF THE GOVERNING BODY

The Clerk reported that the terms of office of the following Governors were due to expire before the proposed date of the next meeting of the Governing Body:

Mr S Davies – Community Governor
Mrs P Randall – Partnership Governor

Following discussion it was

- 378(a) **RESOLVED:**
- i) That Mr S Davies be reappointed as Community Governor with effect from 23 January 2011.
 - ii) That Mrs P Randall be reappointed as Partnership Governor with effect from 23 January 2011.

A discussion was held regarding Associate Governors and it was

- 378(b) **RESOLVED:** That Mrs C Welch and Mr N Wharton be appointed as Associate Governors with immediate effect.

The Clerk reported that there was currently a vacancy for a Parent Governor.

CONSTITUTION OF THE GOVERNING BODY

The Chair advised that discussions had been held with the clerk regarding the expansion of the Governing Body. The Chair advised that there were a number of willing volunteers who had previously been Governors and were keen to continue their relationship with the School.

The Chair advised that the Governing Body could increase to 20 which result in the following vacancies:

Parent Governor
Partnership Governor

Following a lengthy discussion it was

- 379 **RESOLVED:** i) That membership of the re-constituted Governing Body be as follows:
- 7 Parent Governors
 - 4 Staff Governors
 - 2 Authority Governors
 - 2 Community Governors
 - 5 Partnership Governors
- ii) That the reconstitution be with effect from 1 January 2011.

COMMITTEE STRUCTURE

The Chair advised that a number of recent committee meetings had been inquorate.

- 380 **RESOLVED:** That the Committee Structure as detailed in Appendix 12 be approved.

APPOINTMENT OF LINK GOVERNORS

Governors considered appointments with special links to areas of the School's administration and curriculum.

381 **RESOLVED:** That the following appointments be approved:

Every Child Matters	– Mr A Lamb
PE	– Mr S Davies
RST	– Mrs K Dutton

Mr Hodson advised that he had attempted to contact teaching staff previously and had received no reply.

Governors advised that they had not received a Link Governor timetable as promised at previous meetings.

382 **LINK GOVERNOR REPORTS**

There were no Link Governor reports.

REPORT OF THE HEADTEACHER

The Headteacher had previously circulated his report and he drew the attention of Governors to the following matters:

- Y11 results were expected January 2011.
- SWAPS was working well, positive evidence had been seen and the project continued to develop.
- Y13 indicators were looking positive.
- Governors received an explanation of FFT (Fischer Family Trust).
- Page 4 detailed targets that had previously been agreed for 2011. 2012 targets would be fairly similar, these were set by the Local Authority and were 72% 5 A* - C including English and Mathematics.
- Two new staff had been appointed, an Accounts Technician to cover Maternity Leave and a Site Manager who had previously worked for the Military Police. The Site Team would be restructured to take on Health and Safety and Buildings responsibility.
- The Headteacher from the partner school in Washington had visited and the Skype programme was continuing. Results from a Science experiment were being shared.
- Nick Nobie from the Future Leader programme was working with the development of Gifted and Talented pupils
- There had been no permanent exclusions, however Governors considered that there were a large number of exclusions and questioned how this compared to the previous academic year. The Headteacher advised that exclusions had totaled 300 days the previous year and so far, the current year total was inline. The Alder Centre was also used as an aid to prevent exclusions.
- The APCC would discuss e-safety at their next meeting in January.
- There was an opportunity for further funding of £20,000 whereby older

students mentored younger students, the results of bids would be announced in January 2011.

- The School had received an additional £6,000 from “Good to Bostin”, a Black Country event. Further work had been offered with Willenhall School.
- Evidence had shown that students mentored by other students had a greater impact. This was having a marked improved on the Maths Futures Project.
- Staff had undertaken TEEP training.
- A community provision was being looked at, where a facility would be attached to The Pavilion. It would be used during the School day to teach hair and beauty to students and would be open commercially during evenings.

383 **RESOLVED:** That the report of the Headteacher (Appendix 13) be adopted.

384 **OFSTED REPORT**

The Headteacher had previously circulated a copy of the Ofsted Report (Appendix 14). He advised that the inspection had been undertaken by Tribal as SERCo were unable to inspector their own authorities. The inspection had originally been anticipated for February or March 2011.

The inspection team had consisted of 6 inspectors, 2 of which were HMI's. 1 Inspector was a Headteacher who had been seconded by his school to shadow Ofsted inspectors for 12 months.

The team had interviewed staff and undertaken lessons observations and initial feedback had been given on the first day to Mrs Morris and Mrs Morton.

On the second morning of the inspection, the team had raised their concerns regarding the decline in sixth form results over the past 3 years. Evidence had been shown to the team that proved that this had been reversed in A2.

The report had been generated within 2 weeks of the inspection. Five recommendations for change had been included.

The team had observed 53 lessons including 16 A Level lessons. 63% were rated as good or better. 1 lesson out of the 51 observed had been unsatisfactory.

The Local Authority considered that the feedback given had been harsh; proof had been given to the inspectors that support and interventions were embedded and beyond.

The Headteacher advised that 70% of lessons had been graded as good or better when observed in-house. Ofsted stated that their observations had shown 63% graded as good or better. A large amount of A Level lessons had also been observed but the Headteacher considered that these tended not to fit the model from Ofsted.

Governors considered that there were more positive minutes than there were negative minutes. The Headteacher advised that pupils currently progressed satisfactorily as they were above average when they started the School and were still above average when they left. The Headteacher advised that the School needed to prove that pupils improved.

The Headteacher explained that Ofsted's view was that if money was spent wisely then the outcome would be good, if money was spent satisfactorily then the School would only come out as satisfactory.

The Chair advised that he could see 3 clear points that the School needed to address in order to improve, these included self evaluation by middle managers being too generous, assessment data not being used effectively and planning not at the right level.

Governors questioned what actions had been made about the issues raised as they considered when the School received a monitoring visit; these would be the first issues that inspectors would look at.

The Headteacher advised that an improvement plan would be drafted over the next 3 weeks and under a new Government act, the inspectors could be invited back to the School.

The Headteacher advised that Ofsted's judgment fitted in with data and the sixth form issue would be addressed by Mrs Boyle and Mrs Rumsey.

With regards to teaching and learning, an issue that had been identified was in a modern foreign languages lesson. The observing Inspector had considered that a teacher had given an answer to a student too quickly.

The Headteacher advised that a plan was required for each section. Data analysis was undertaken on a termly basis and evidence was available for Ofsted's return.

Governors considered that there were a number of positive comments in the report and acknowledged that work had begun to address issues raised. The Chair requested that Governors be presented with the action plan and any actions undertaken at the next meeting of the Governing Body.

The Headteacher advised that he wished to move the School towards a

Faculty structure so responsibility was shared on a wider basis. Some teams were in disparity compared to others and this would be alleviated if the School were to facultise.

The Headteacher advised that the original plan had been to introduce faculties from 2012 to fit in with retirement plans. In light of the recent inspection the Headteacher would like to speed up the implementation of faculties. He considered that this would bring together and increase the leadership. Faculties would take responsibility for a whole key stage.

The Headteacher advised that the matter would be discussed further at the Personnel Committee to guarantee quality across middle leadership.

The Chair advised that he would like to see a business case including output, impact and input and the Headteacher advised that this was already being worked on.

The Headteacher advised that he was working with the School Improvement Partner – Mrs J Bonner, and a first draft would be completed with outcome indicators. This would be shared with the Chair of each Committee.

The Chair considered that a tremendous effort had been made by all and wished that the gratitude of the Full Governing Body to all parties involved in the Ofsted Inspection be placed on record.

385 **SIP REPORT**

The Headteacher advised that a first draft of her report had been sent to the Performance Management Committee.

386 **SCHOOL IMPROVEMENT PLAN**

The Headteacher advised that this would be circulated at the next meeting.

387 **SINGLE CENTRAL REGISTER**

Mrs Welch advised that all paid and non paid workers in the School were subject to CRB clearance at a cost of £55.00 per check. The checks were repeated every 3 years. There were 32 checks due during 2011. If the School were unsure if a contractor had CRB clearance, they were escorted around the site. Mrs Welch advised that she would provide a report at each meeting of the Governing Body detailing staff CRB status. The single central register would be presented to the Chair for signature. Mrs Welch confirmed that the 3 new Parent Governors had been issued paperwork for CRB clearance.

388 **NEW STAFF REPORT AND UPDATE**

Mrs Welch advised that each new member of staff had a personnel folder which contained a comprehensive check list to ensure among other items references and qualifications were checked. New starter paperwork had been updated to reflect safeguarding.

389 **CORRESPONDENCE**

The Chair outlined to Governors the content of correspondence he had received since the previous meeting and, in particular, drew their attention to the following:

A letter of complaint from a parent.

The Headteacher advised that a group of Governors had met with the complainant and his child was now on a managed move.

ADMISSION ARRANGEMENTS 2012-13

Governors received the report from Walsall Children's Services – Serco regarding the requirements for admission arrangements for 2012-12 (Appendix 15). It was noted that further information (referred to as Appendix 1 in the report) was to be made available to them as soon as possible.

The Headteacher advised that the School currently accepted 20 specialist music students and he considered that this should be increased. Mr Mason advised that recent auditions had attracted very talented musicians to the School and it had been disappointing to turn so many promising students away. The Headteacher advised that the issue would need to be discussed in greater detail at the next meeting of the Curriculum Committee.

390 **RESOLVED:** That admission arrangements for music scholars be delegated to the Curriculum Committee.

POLICIES (A.O.B)

Governors had previously received the following policies:

Acceptable Usage Policy
 Accessibility Plan
 Admissions Policy
 Anti Bullying Policy
 Appointments Policy
 Assessment, Recording and Reporting Policy
 Attendance Policy

Charging Policy
Child Protection Policy
Collective Worship Policy
Community Cohesion Policy
Competency policy
Complaints Procedure
Curriculum Policy
Data Protection
Disability Equality Policy
Disciplinary Policy and Procedure
Drug's Policy
E Safety Policy
Educational Visit Policy
Equal Opportunities Policy
Exclusion Policy
Finance
Gifted and Talented Policy
Governors' Expenses Policy
Grievance Procedure
Harassment and Bulling Policy and Guidance
Health and Safety Policy
Inclusion Policy
Learning and Teaching Policy
Looked After Children Policy
Marking Policy
Model Pay Policy
Performance Management – Associate Staff
Performance Management – Teaching Staff
PSHE Policy
Quality Assurance Policy
Race Equality Policy
Rewards and Consequences
Safer Recruitment Policy
Safeguarding Policy
SEN Policy
Sex and Relationship Education Policy
Spiritual, Moral Social and Cultural Policy
Staff Absence Policy
Staff Code of Conduct
Student Restraint Policy
Whistle Blowing and Fraud Detection and Response
Whole School Behaviour Policy

The Clerk was issued with a full set of policies to be stored with Governors files.

Following discussion it was

391 **RESOLVED:** That the policies detailed as above be approved.

392 **CHRISTMAS EVENTS (A.O.B)**

Mr Mason invited all Governors to the following events:

Christmas Concert – Monday 13 December 2010 at 7.30 pm in Whitman Hall
Christmas Carol Concert – Thursday 16 December 2010 at 7.30 pm at St Mary of the Angels Church.

Governors requested that details of music events be forwarded to them.

393 **REPORT OF THE RESPONSIBLE OFFICER (A.O.B)**

Governors received a copy of the report of the Responsible Officer (Appendix 16).

DATE OF NEXT MEETING

394 **RESOLVED:** That the next meeting of the Governing Body be held at the School at 6.00 pm on Tuesday 8 March 2011.

Signed:
(Chair of Governing Body)

Date: