



BOLDER ACADEMY
FULL GOVERNING BODY MEETING MINUTES

Company Registered Number: 8932893

Chair: Andrew Dodge

Clerk: Rebecca Wilson (RW)

Date of meeting: 7th December 2021 at 8:30am

Venue: Remote meeting due to Covid-19

Attendance:

Name	Governor	Other	Present / Apologies / Absent
Rob Collie (RC)	Appointed by Trust		Present
Andrew Dodge (AD)	Appointed by Trust		Present
Victoria Eadie (VE)	Appointed by Trust	Also a Member	Present
Fran Heaphy (FH)	Staff Governor		Present
Jo Killingley (JK)	Parent Governor		Present
Wendy Smith (WS)	Appointed by Trust		Present
Heidi Swidenbank (HS)	Ex-officio	Headteacher	Present
Eileen Sheedy (ES)	Appointed by Trust		Present
Birinder Tember (BT)	Parent Governor		Present
Kate Biant (KB)		School Business Manager	Present

The meeting was declared quorate.

Agenda item	Action
<p>1. Apologies for absence</p> <p>All Governors were present.</p>	
<p>2. Declaration of interest</p> <p>No Governor declared an interest that may conflict with the meeting agenda.</p>	
<p>3. Minutes of previous meeting (5 Oct 21)</p> <p>The minutes were approved as a true and accurate record of the meeting and were signed by the Chair and emailed for filing.</p>	
<p>4. Matters arising/actions</p> <p>All points from the previous meeting were closed.</p>	
<p>5. Governor attendance</p> <p>AD acknowledged that meeting attendance was excellent and thanked Governors for their ongoing support and commitment.</p>	
<p>6. Committee Terms of Reference</p> <p>AD confirmed that the only change to the FAR Committee Terms of Reference was an update with reference to the 'Academy Trust Handbook'. There were no changes to the Pay Committee Terms of Reference. The Board agreed both documents.</p>	
<p>7. Companies House Annual Return</p> <p>It was noted that the Board had agreed that Annual Report at the AGM.</p>	
<p>8. Headteacher Report</p> <p>HS referred to her report and confirmed that she had nothing to add. Regarding Quality of Education, she confirmed that there had been no significant changes since the review.</p> <p>Q: A Governor queried the difference between the Read Write Inc reading scheme and Reluctant Readers.</p> <p>A: HS explained that the school follows the Fast Track element of Read Write Inc, which takes place three times a week for 25-30 mins, noting that the school actively utilises a variety of reading schemes. FH confirmed that she has been triangulating the work of the English Department and is developing strategies to support the bottom 20% of readers.</p> <p>Q: A Governor highlighted that the report was very positive to read and <u>suggested that each section be RAG rated</u>. They asked if there were any specific areas of concern that Governors should be aware of.</p> <p>A: HS confirmed that she had recently met with middle leaders. She highlighted that curriculum planning was a strength and explained that the current focus was on ensuring students could talk about their learning.</p> <p>VE acknowledged that the impact of assessment was good, and HS confirmed that assessment for learning and talk for learning are key areas of focus. VE highlighted that key areas of focus would be helpful in this element of the report.</p>	HS

Referring to **Behaviour and Attitudes**, it was suggested that key abbreviations should be captured (CIN, CP), and listed in order of importance with CP at the top.

HS

Q: A Governor asked if there were any areas that Governors needed to be aware of, or that HS was less confident with. It was noted that Ofsted will raise questions regarding sexual harassment.

A: HE explained that on the whole students will do as they are asked, the focus being on self-regulation.

AD asked that strengths and areas of development be captured in the report. HS highlighted that friendship groups and the social element are a big focus with students. She also acknowledged that homework can be more challenging with the longer school days. AD highlighted that the school has run a workshop to consider safety, bullying and harassment, which will be considered against governor visits (Item 13).

HS

Q: A Governor acknowledged that student attendance was well above national figures but questioned why SEND attendance was below national.

A: HS explained that this related to the long-term medical needs of individual students, noting that the tracking systems are more robust.

AD confirmed that he planned to attend the PTA meeting for its formal constitution.

Referring to **Personal Development**, HS highlighted that she had shared the results from the recent year 7 parent survey and AD passed on the key points:

- 96% said that their child is happy at the school.
- 91% felt that their child is safe at the school.
- 96% felt that the school supports their child to behave well at the school.
- 90% felt that their child could take part in extracurricular activities and clubs.
- Some parents shared that they were not sure about what their child is studying over the year.

Leadership and management.

Q: A Governor requested clarification regarding ECT, noting that six ECTs are listed in their second year of training.

A: HS confirmed that anyone in the early years of training were considered an ECT, recognising that additional support is required post lockdown. This category has been deliberately expanded in recognition of the level of support that is currently needed.

Q: A Governor asked how many ECTs were in their first year.

A: HS confirmed that there were two.

AD recognised that many teachers were making in year career changes, with some leaving the school. HS confirmed that people were making life decisions which often related to location, although some were also wanting to change careers.

Q: A Governor recalled that the school was wanting to recruit a member of staff to provide additional support, recognising the impact of stress, and asked if this had been successful.

A: HS recognised the importance of supporting staff who are managing significant safeguarding issues and confirmed that someone has been employed to support the DSL.

AD asked HS to share recent challenges the school had been dealing with, relating to TikTok. HS explained that many schools have been managing this issue which involves the posting of unpleasant videos and posts relating to teachers. She confirmed that the school had managed to unpick most incidents, and this has been addressed with the students and their parents; some, but not all, parents were supportive. HS emphasised how extremely unpleasant the incident has been for the staff involved and confirmed that all posts have been removed. She explained that because of this it was subsequently decided to delay the videoing with Sky for

the diversity piece. AD highlighted that he had written to the CEO of TikTok and had copied the letter to Ruth Cadbury, the local MP, for further consideration. HS confirmed that the parental response was very wide ranging.

9. FAR Committee Report

RC explained that the Committee decided to invest additional money in teaching, and further spend has been authorised. He confirmed that the accounts were good. The risk register was considered, and it was noted that Ofsted standards have not changed. The impact of the pandemic was also discussed. Health & Safety was considered, and it was highlighted that the mound outside the school was too high. The school is also working to address the section of the perimeter fence which is too low. RC confirmed that community use of the sports facilities is positive.

10. Staff mental health and well-being

AD shared the results of the teacher wellbeing index for 2021 and captured the key findings from the past five years. HS emphasised that school staff were extremely committed and dedicated but highlighted an increase in staff managing significant mental health issues. Several staff are also managing bereavement and there has been an increase in sickness levels. A staff wellbeing lead has been established in school. HS also highlighted feedback which presented the challenge of differentiating between mental health issues, the national narrative about the teaching profession which is often negative and ongoing concerns around Covid. VE highlighted the need to unpick this feedback and identify the levels of stress, anxiety and mental health issues that staff are managing. She also highlighted that there is a difference between poor mental health and an individual feeling fed up. ES agreed with this point and confirmed that staff are expressing concerns, although her main concern was those staff who are not articulating how they feel. It is also important to acknowledge the realities of teaching and try and pull the positives out of every day. BT highlighted that this varies by individual, and can be their way of reaching out, recognising that many people are managing a lot that people are unaware of. It was acknowledged that staff appreciate positive feedback, and the benefits of mindfulness was highlighted.

Q: A Governor asked if any staff were off school due to poor mental health.

A: HS confirmed that there were one currently.

Q: A Governor asked if a Christmas social had been planned.

A: HS confirmed that it had, and that a social event takes place every Friday.

AD highlighted that he would engage with staff before Christmas to thank them and RC confirmed that Sky was planning on providing cinema passes and Now TV for staff to use in school and at home.

AD

11. Sky update

RC shared the Sky plan for the year and explained that it is harder to involve staff because of the impact of availability due to home working. AD confirmed that he will contact Nishy Lall and Niki Fforde at Sky to thank them for their support.

AD

12. Chair's report

AD confirmed that his report has been circulated, noting that the key points have been covered during the wider meeting.

13. Governor Training / Visits

AD confirmed that all staff have completed safeguarding training and that no additional training has been completed recently. AD suggested that Governors meet with students to discuss the impact of the recent diversity workshops; JK confirmed that she is available in February. WS confirmed that she will liaise with FH regarding a school visit to consider reading. AD confirmed that he and WS will also attend the forthcoming music event. Any Governor interested in attending the drama event should contact HS.

JK / HS
WS / FH
AD / WS
All Govs

14. Finance paperwork

RW confirmed that Governors have seen the finance paperwork up to October.

15. School uniform

AD outlined the documentation that had been circulated regarding school uniform and highlighted that Governors should note what is happening. He confirmed that the uniform contract will be reviewed in time and retender will be considered. There is no concern regarding the timeline, and the PTA will be asked to look at second hand uniform sales. HS highlighted that the school will also take in second-hand uniform to support families; this will be highlighted in the school newsletter.

HS

16. Policies

Governors ratified the following policies with the underlined changes noted:

- Appraisal (2021)
- Capability (2021), 4.3, page 6, need to select six months.
- Supporting Students with medical Conditions, Browne Jacobson Policy, (also called Attendance of Pupils with Additional Health Needs (2021)), AD confirmed that he will review the template when next in school.
- ECT (previously NQT), footer states 'Attendance Policy'.
- Staff Expenses
- Gifts, Hospitality
- Collective Worship

HS

AD

HS

The following policies were ratified by email prior to the FGB:

- Whistleblowing Policy
- Admissions Policy, 2023-24
- Bolder Behaviour Policy
- Staff Allegations Policy
- Major Critical Incident Policy

The following policies were delegated to the FAR Committee for ratification:

- Accessibility Plan, to be reviewed at the earliest opportunity.
- Financial Procedures Manual
- Procurement and Tendering Policy

RW

17. AOB

No points were raised.

Next meeting date

- Tue 1 Feb 22 at 8am

Confidential minutes have been filed separately

Meeting ended at 9:35 am.

Signature: 

Name of Chair: Andrew Dodge

Date: 1st February 2022