**MINUTES FROM THE GOVERNING BODY OF BELVUE SCHOOL**

**Date** Thursday 26th March 2015

**Time** 5.30 pm

**Location** Belvue School

**Present** Mr Andy Baxter Co-opted Governor Chair to the Governors

Mr Jay Shah Parent Governor

Mrs Shelagh O’Shea Head Teacher

Mrs Sukhveer Virdee Staff Governor

Mrs Lyn Woodcock Local Authority Governor

**In attendance** Ms Lorna Brown Clerk

The Governors attended Safeguarding Training prior to the Governing Body Meeting, from 6pm – 7.30pm.

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|  | **Item** | **Comment** | **Action** | **Whom/When** |
| 1 | Apologies | Received from Ms Nicola Harmer, Ms Liz Lyons. |  |  |
| 2 | Authorised/unauthorised absence | Tamieka Sooknanan was not present.  All the absences were agreed as authorised |  |  |
| 3 | Declaration of Interests | There were none. |  |  |
| 4 | Minutes from the previous meeting | The minutes were declared a true and accurate record. They were signed at the meeting.  . | . |  |
| 5 | Matters Arising | Liz Lyons to bring the Safeguarding Policy to the next meeting for ratification. Head informed the meeting that following recent safeguarding training the policy would need to be further updated to include radicalisation.  School calendar to be agreed during the meeting  Attendance data to be discussed as part of the Heads report | Head to advise Liz Lyons on the safeguarding policy.  Liz Lyons to liaise with Dawn Carmicheal-John on the additions to the policy |  |
| 6 | Head Teacher’s Report | **Attendance**  SO reported that attendance since Jan 2015 was 90.3%.  SO outlined the new procedures introduced into school to monitor more closely attendance.  JS suggested that the guidance should name the role not the person  AB acknowledge that the new procedures utilised the family worker more effectively.  SO informed that meeting that other strategies were being used to support attendance including a house point for 100% weekly attendance  JS suggested that there should be a half- termly reward for the best attendance from a VT group  **Looked After Children**  Two lack reviews have taken place this term both young people are in Year 7 and the review concluded that both children have made an excellent transition into Belvue School.  The average attendance for LAC pupils was 95%.  **Training**  SO reported a range of training for all staff.  SO reported that all staff had received safeguarding training.  SO reported that radicalisation was the next focus for safeguarding training. Governors wanted to know why this was the case. SO explained that radicalisation as a serious problem in the borough and pupils with LD were more vulnerable to radicalisation. The teaching of ‘British Values’ was also on the agenda as part of safeguarding.  .  **Policies:**  SO informed the meeting that The Vertical Tutoring policy has been revised to include talking to young people and their families about internet safety.  The Code of Conduct for employees has also been reviewed in line with Local Authority guidance  The Senior Leadership team have review the schools approach to teaching ‘British Values’, Governors appalled the approach  SO informed the meeting that the Senior Leadership team have review the school’s philosophy and model for education - ASPIRE  SO informed the meeting that Dawn Carmicheal-John is reviewing the assessment policy. Governors discussed the national expectation of assessment without levels.  SO informed the meeting that the Senior Leadership Team have revised the Expectations and Guidance for Curriculum Leaders.  **Curriculum development:**  SO and Governor’s discussed the work undertaken by the science curriculum leader in line with the schools development plan. LA asked whether there were sufficient levels of staffing to fully develop the plan. SO reassured Governors that this was the case and a new full-time science teacher had been appointed also that the Deputy Head was line managing the work  SO and Governors discussed the development and support for the introduction of learn pads (LP) to support learning. JS raised the question about staff confidence and technical support. The head informed the meeting that Trusol were now employed for 5 mornings a week to support the technical side and the educational technologist would continue in her role for two days a week whilst the rest of her time she would continue to lead on science.  **Enrichment Activities**  SO went through the range of enrichment activities available to pupils. Governors agreed that this was a vital part of the work of the school and any potential budget cuts should avoid adversely impacting on this work.  **School Self Evaluation (SEF)**  SO introduced the section of the SEF on leadership. It was agreed that Leadership had continued to improve since the last inspection. AB asked that this be discussed more fully at the next meeting.  **Appendix 3 – Draft School Self Evaluation on Leadership**  Governors to read, examine and report back.  **Appendix 4 – Expectation & Guidance for Subject Leaders**  SO reported subject has been revised. Governors to read. | To be discussed at next meeting |  |
| 7 | Staffing | See Appendix 1. |  |  |
| 8 | Directors Report | Item 1 – School Effectiveness Strategy 2015-18  Governors noted this item. Julie Lewis to visit Belvue to look at post 16 provision.  Item 2 School Funding 2015-16 & Beyond  Governors noted this item.  Item 3 – Purchasing Ealing Services 2015-16  Agreed at Finance meeting.  Item 4 – School Governance Constitution Regulations  Completed. Governors noted this item.  Item 5 – Ealing Leaders of Governance  Governors encouraged to apply.  Item 6 – Overview of DBS Requirement for Schools  DBS not required for Governors.  Item 7 –Information Schools Must Publish on Website  Governors agreed. Belvue website to be reviewed.  Item 8 – Changes to Secondary Curriculum  Governors noted this item. Does not affect school. Belvue continuing with English and Maths. Coursework to be converted to exams and SPAG removed.  Item 9 – SEND Reforms & Inclusion Strategy  Governors noted this item.  Item 10 – Overweight Pupils in Ealing and What Can be Done  AB asked if there was any data around health and weight. SO replied there was data and they were working with parents.  AB asked if the rate at Belvue was higher than average. SO said that special needs children were not included in the data.  AB asked if weight was being monitored within Belvue. SO said lots of work was being done around healthy eating and PSE.  JS said the situation was similar to Mandeville school.  Item 11 – Female Genital Mutilation & the Ealing Response  SO said Dawn Carmichael, Child Protection Officer has been working on this. Also included BBC documentary.  SV mentioned the RSE policy and the subject was also covered under sex & relationships. To be on updated website.    Item 12 – Children Centres and 2yr old Nursery Provision  Governors noted this item.  Item 13 – Early Help Assessment and Plan  Governors encouraged to read article. Will need to be completed for all referrals except child protection.  Item 14 – Engaging Migrant Parents and Children  Governors noted this item.  Item 15 – Occasional Days for Academic Year 2015-16  Governors to look at later.  Item 16 – EGFL New Website  Governors noted this item.  Item 17 – Governor Development Update  Governors noted this item. | Julie Lewis to visit Belvue  Agreed LW to review policy |  |
| 9 | Calendar | SO presented the calendar from the February HT report.  She said there were 5 occasional days. 3 from LBE and 4 evenings (equivalent to 2 full days).  AB asked if there was a specific number of days required for the school year. SO replied that there were 198 days.  LW queried the timing of the staff training days in September.  After discussion it was agreed to keep the school calendar days as is. |  |  |
| 10 | Ken Acock Building | SO presented the architects plan for the building. She said the current plans lacked vision. There were no places for the young people to sit or hang out. She also said the architects had listened and would bring this back for discussion with LB Ealing.  SO said that every young person will have a social, health, and welfare plan and the building should facilitate this. It will require partnerships with outside services therefore some commissioning will be needed. SO said the building should be a centre for young people to prepare for independence.  SO has sent a letter to LB Ealing outlining a phased master plan. A memorial for Jane Braggins would also be included.  AB said the plan allows for flexibility.  She reported that Age Concern has tendered for a lunch club for 2 days per week. They were really keen and would wait until the centre was ready. |  |  |
| 11 | Partnership | SO reported on the excellent engagement with the community work done by Simon Roberts.  Catalyst Housing Association has agreed to a partnership with Belvue offering apprenticeships. This was a really important because no other school has been offered this. SO to send a copy of the letter to Governors. It could be useful when meeting with G Redhead and J Lewis.  AB said public funding was being squeezed therefore alternative funding and partnerships from other sources, for example, sponsorship, lottery, other organisations would have to be sought.  SO said J Lewis would be visiting around 25 April. | SO to send copy of Catalyst letter to Governors |  |
| 12 | Any Other Business | SO to forward National Standard for Excellence for Head Teachers to Governors.  SV will be going on maternity leave from 27 March. |  |  |
| 13 | Date and Time of Next Meeting | The next Governing Body Meeting will be held on Thursday 23 April from 5.30 pm. |  |  |

Chair of Governors Belvue School

Rowdell Road

Northolt UB5 6AG

Lorna Brown Date

Clerk to the Governors