

Rye College Full Governing Body Meeting

22 September 2014

MINUTES

A meeting of the Rye College Full Governing Body was held on Monday 22nd September 2014 at 6.00pm in the Learning Resource Centre, Rye College.

PRESENT: Jane Burnett (JB) [Chair]; Ann Cockerham (AC), David Cooper (DC), Thomas Earl (TE), Sarah Glen (SG) Sally King (SK), Jo Kirkham (JK), Nicola Midgley (NM), Hazel Russell (HR) Francine Thomson (FT).

APOLOGIES: Ian Bryan (IB).

In Attendance: Nicola Podd (NP), Ali Bayley (AB), Colin Riggs (CR), Sally Welch (SW), [Clerk].

ACTION BY:

1. Welcome

1.1 Noted:

- a) the Chair opened the meeting by welcoming Nicola Podd (NP) who had been invited to observe the meeting in accordance with the Governing Body's agreed procedures for the recruitment of new members.
- b) the Chair invited NP to make a short presentation about her background, skills and experience and interest in becoming a Governor.
- c) the Chair also welcomed the Executive Principal to the meeting.

2. Declarations of Interest

2.1 Noted: that no member(s) of the Governing Body had declared an interest in relation to any item(s) on the agenda.

3. Register of Business Interests

3.1 Noted: the form is being updated to comply with Academies Financial Handbook guidance and would be distributed to all Governors for completion. **Clerk**

4. Governing Body Code of Conduct

4.1 Resolved: to approve the Code of Conduct as previously distributed to all Governors. All Governors signed the Code.

5. Governing Body Terms of Reference

5.1 Resolved: to approve the Terms of Reference as previously distributed to all Governors.

6. Minutes of the Meeting of 3rd July 2014

6.1 Received: the Minutes of the meeting of 3rd July 2014.

6.2 Noted: to delete TE from the list of attendees as Governors had accepted his apologies for the meeting.

6.3 Resolved: subject to the above amendment, to approve and sign the Minutes as a correct record.

7. Matters Arising

- 7.1 Noted: Governors reviewed progress against agreed actions as attached to these minutes.
- 8. Principal's Report for September 2014**
- 8.1 Received: the Principal presented her Report copies of which had been circulated previously. The following points were highlighted:
- 8.2 Noted:
- a) that the College Improvement Plan (attached to the Principal's Report) would in future be updated for review at each Governing Body meeting.
 - b) that key actions under priority 3.9 (Governance) would be agreed on a rolling term by term basis. Term 1 actions were as outlined in the CIP as presented to this meeting.
 - c) Governors were invited to monitor against Priority 2.7 'Behaviour: Reduce low level disruption in lessons and reinforce the culture of respect to improve behaviour' during all visits in order to evaluate compliance with the Student Behaviour Policy. **ALL**
 - d) **in response to a Governor question**, the Principal confirmed that the College had used CATS testing for Years 7 & 8 and moderated outcomes would be published to parents.
- 8.3 Resolved: to amend CIP Priority 3.5 to read 'To develop the Growth Mindset ethos around the College'. The College would also continue its active engagement with the Rye Creative Alliance. **NM**
- 9. Governor Monitoring**
- 9.1 Resolved:
- a) Governors discussed and agreed the Timeline for Monitoring Visits as previously distributed.
 - b) the allocation of Governors to KS3 and KS4 was agreed as follows:
- KS3**
 HR (Coordinator)
 AM
 TE
 NP
- KS4**
 FT (Coordinator)
 DC
 SK
 SG
- c) SLT to advise on the specific focus for future Monitoring visits in accordance with the schedule as set out in the Timeline, with a view to ensuring that all visit arrangements are agreed in advance. **SLT**
 - d) that Governors can agree to split visits providing that all visits are undertaken within the agreed time window. Visits would normally be no longer than one half-day.
- 10. College Calendar**
- 10.1 Received: College events for Governors' information as included in the Governing Body Timeline for 2014-15. Governors will be circulated with further information on individual events. **NM**
- 11. Ofsted**

- 11.1 Noted: Governors discussed the updated Ofsted inspection framework (July 2014) noting the inspection criteria and grade descriptors concerning Quality of Leadership and Management as relevant to governance.
- 12. Governor Training (PRP, 16th September 2014)**
- 12.1 Noted: Governors' discussed key learning points from the Governor training workshop on Performance Related Pay held on 16th September 2014.
- 13. Safeguarding**
- 13.1 Noted: the lead Governor for Safeguarding reported that the Action Plan had been updated prior to the summer break. The agreed visit schedule would be followed and further reports to the Governing Body made accordingly.
- 14. Chair's Update**
- 14.1 Noted: the Chair reported on correspondence received. The Policy Committee has been asked to review the Trips Policy in relation to arrangements for communicating with parents.
- 15. RAT Board**
- 15.1 Noted: that Part 1 of the Minutes of RAT Board meetings relating to non-confidential discussions would in future be circulated to Local Governing Bodies following their approval by the Board.
- 16. Health and Safety**
- 16.1 Noted: an accident report which would be forwarded to DC for review.
- 17. Any Other Business**
- Uniform Code***
- 17.1 Noted: the Principal reported a significant reduction in the number of uniform infractions at the start of term. Governors discussed the information distributed to parents concerning commercial outlets for the purchase of correct uniform items.
- Appointment of New Governor***
- 17.2 Resolved: by unanimous agreement of the Governing Body to accept NP as a probationary Governor.
- Distribution of Governing Body Meeting Papers***
- 17.3 Resolved: that Governors in future wished to be notified when Governing Body meeting papers are available for collection from the RAT reception to reduce expenditure on postage.
- Date of Next Meeting***
- 17.4 Noted: that the Governing Body would meet on 17th November 2014 at 6.00pm.

**POLICY
COMMITTEE**

NM