

**GREAT TORRINGTON SCHOOL**  
**Academy Trust**  
 Company Number 769819.  
 A Company Limited by Guarantee, Registered in England  
 Committee members are invited to attend the  
**Full Governing Board Committee Meeting**  
**Thursday 9<sup>th</sup> February 2023 at 3.30pm in E5**



Attendees	Initials	Position	Comments
Beer, Emma	EB	Member Appointed	<b>Present</b>
Bloodworth, Andy	ABL	Headteacher	Apologies
Major, David	DM	Parent Governor	Present
Newberry, Ian	IN	Member Appointed (Committee Chair)	Present
Rhymer, Matt	MAR	Staff Governor	Apologies
Smith, Doug	DS	Member Appointed	Present
Sparrow, Annie	ASP	Staff Governor	Present
Stevens, Jo-Anne	JSA	Parent Governor	Present
Wall, Lesley	LW	Co-opted Governor (Vice Chair)	Present
Wynne, Colin	CW	Co-opted Governor	Present
Pateman, Jo	JMP	Clerk to the Governing body	Present

## MINUTES

Agenda Reference	Agenda Item	Information and Action Required	Action/ Decision
2022/23/ FGB/ 30	<b>Apologies</b>	ABL and MAR had sent their apologies prior to the meeting, these were sanctioned. ASP had informed the clerk that she would arrive by 4pm. JSR attended in ABL's place and NMM was in attendance to present policies 2, 3 and 26. IN welcomed BW to the meeting.	I, D
2022/23/ FGB/ 31	<b>Conflicts of Interest</b>	No amendments were made to business declaration forms and no conflicts of interest were declared.	I
2022/23/ FGB/32	<b>Minutes and Matters Arising</b>	The minutes of the meeting held on the 8 <sup>th</sup> December 2022 were agreed as a true reflection of the meeting and approved to be signed.	I, D

2022/23/ FGB/33	<b>Committee Matters</b>	The resources committee had approved the <b>Finance Policy</b> . Appendix 1 of the policy was approved by the resources committee now (this had not been made available prior to the resources committee and was therefore presented now). <b>The full board ratified the decision to adopt the finance policy.</b>	I D
2022/23/ FGB/ 34	<b>Safeguarding</b>	ABL was absent, DM advised that there was nothing further to add than was already minuted under safeguarding in the T&L and resources minutes. nothing to add, JSR nothing to add – minutes from T&L and Safeguarding	I
2022/23/ FGB/35	<b>Polices</b>	<p><b>2 Attendance policy</b>, NMM advised that the format had changed slightly, due to new guidance. The strategies for promoting attendance are the same.</p> <p>Q – are you seeing an improvement in attendance? As a school no, but for the specific individuals that Home School Liaison Link works with, yes. We have agreed a new admin role which will also support attendance.</p> <p>Q – what do you mean when you say staff have adequate training on attendance? How staff can analyse attendance on Class Charts.</p> <p>Q – recent message to parents regarding medical appointments, could there be a standard form? Yes.</p> <p><b>The policy was approved and adopted by the board.</b></p> <p><b>3 Behaviour policy</b> – has grown somewhat due to further guidance from the DfE. The biggest change responding to misbehaviour from pupils with SEN. This</p> <p>Q – is the policy in line with what we have been doing with SEN pupils and behaviour? Yes.</p> <p>Q – we have previously discussed an imbalance around rewards, do you feel this is now more consistent? Yes, and the amount of rewards given out is far greater than ever, we are even looking to add additional tiers. It is much easier to award reward and consequence points using Class Charts.</p> <p>Q – are rewards given for positive behaviour/ work and not just for expectations? Yes, I am confident it is. There are a small number of pupils who may genuinely struggle with time keeping, equipment etc., and we may award reward points in those instances when they are meeting expectations as an incentive, and as recognition of their effort.</p> <p>Q – that is the positive side, on the not so positive side, are staff equally as aware of what constitutes consequence points? Yes, I feel it is actually easier to quantify where consequence points are given, as an example, if homework has not been handed in, consequence points are given, it's more black and white.</p>	I Q Q Q D I Q Q Q Q

	<p>Q – how will we know as a school and governing body, whether behaviour is genuinely good or bad, is there a quantifiable way to judge that? We can refer to the number of suspensions, which is how Ofsted check too. We compare with other schools too.</p>	Q
	<p>Q – in your personal opinion how do you feel behaviour is at this time? Not as good as I would want it to be, but not as bad as other schools. It is worse than it was.</p>	Q
	<p>IN reminded the board that we have seen a significant increase in physical altercations and behaviour linked to vaping. Having looked at data for similar schools, they are seeing an even bigger increase in behaviour. Our behaviour incidents have increased, but we are still probably one of the best schools, in terms of behaviour, in this area. All schools are saying the same thing, in the local area and nationally too, there has been an increase in behaviour.</p>	I
	<p>Q – if as a school, behaviour is getting worse, what are doing to improve that? We use focused assemblies, behaviour is raised during pastoral time, we talk to pupils and parents during reintegration meetings, we have restorative conversations. A lot of the behaviour we are experiencing is related to issues outside of school which spill into school life and more specifically un-structured school time i.e., breaks. There is good learning in this school and we have calm lessons.</p>	Q
	<p>We, as a school, have identified that behaviour has gotten worse. We cannot solely blame covid, however it has increased since covid, as we are seeing this in society too. We have identified that, we are now changing our practice and are beginning by ensuring that all staff are persistent and consistent. We do not change our boundaries, we (staff) are outside every break, we consistently focus on uniform and we are consistent with behaviour. SLT feel that the behaviour has plateaued. We do not see poor behaviour in lessons, because we have such good structures in place and all staff use TLAC. It is the unstructured/social time we now need to focus on and SLT are doing a piece of work on this now.</p>	I
	<p><b>The behaviour policy was approved and adopted by the board.</b></p>	D
	<p><b>26 Bereavement policy</b> – there were no changes, however the board had initially agreed to review this new policy after 1 year. JAS arrived at 3.39pm. <b>Governors discussed and agreed that the policy should be reviewed every 3 years by the resources committee. <u>The board approved and adopted the policy.</u></b> NMM left at 4.07pm and ASP joined the meeting.</p>	I D D

2022/23/ FGB/36	<b>Head's Report</b>	The Head's report was shared with the board. IN requested a staff wellbeing review be conducted this year. JSR advised that a review had been carried out by Ofsted last year. LW requested that the SIP be added to the report. <b>The board approved the Head's report.</b>	I D
2022/23/ FGB/ 37	<b>MAT</b>	All read the information provided by ABL prior to the meeting. IN had planned to attend the meeting ABL refers to but unfortunately had to go to another meeting. ABL doing as tasked and looking at the educational horizon re: MATS. A few more meetings to be held and another update will be provided soon.	I
2022/23/ FGB/38	<b>Health and Safety</b>	IN reminded the board that whilst FGB delegates the H&S duties, the board are still overall responsible for H&S within the school. ABL is technically in charge of H&S but delegates to JMB and KLH to oversee the daily running of H&S. This is monitored by IN, as H&S governor, IN Also attends the H&S meetings and reports are fed back to the Resources committee. Q- should your attendance at the H&S meetings be recorded as a governor visit? Yes, IN will complete a visit report from now on.	I Q
2022/23/ FGB/ 39	<b>Academic Dates 2023-24</b>	The academic dates 2023-24 were presented to the board, these had been held back due to the possibility of needing an additional INSET day to move offices etc., however this is now not needed. Q – when is the change of the school day length coming into effect? September, we will need to have a consultation with parents etc. and sort buses. <b>Governors approved the academic dates.</b>	I Q D
2022/23/ FGB/ 40	<b>Governor Roles</b>	JAS has stood down from <b>D of E governor. EB volunteered to take on this role, this was approved by the board.</b> IN expressed his thanks to the board and acknowledged that all are taking on a lot of responsibilities due to being low on numbers. The board continues to actively recruit new governors. ASP suggested producing a video for the website explaining what being a governor involved. HVW suggested the governors may wish to attend the forthcoming new intake evenings. IN and CW volunteered to attend the new intake evening on 14 <sup>th</sup> March and DS volunteered to attend the year 6 parent evening in July.	I D D
2022/23/ FGB/ 41	<b>Governor Visits</b>	IN advised that he had attended the latest H&S meeting, there were no issues to report. The school are repeating an asbestos survey, given the reasonably high profile of asbestos in schools at the moment, we believe we have everything identified but will re-do the survey. We are waiting on electrical safety to be completed as well. Gas safety is fully up to date, as is legionella testing. Fire safety report completed recently, a few minor things were identified which are in the plan of work to be addressed. Nothing else of any concern.	I
2022/23/ FGB/ 42	<b>Governance Review</b>	The review date must be moved, new date to be advised ASAP.	I
2022/23/ FGB/ 44	<b>Final Point</b>	Long discussions on the attendance and behaviour policies.	I
2022/23/ FGB/ 45	<b>Date of next meeting</b>	Teaching & Learning – Thursday 23 <sup>rd</sup> March Resources – Thursday 30 <sup>th</sup> March	I

		FGB - Thursday 20 <sup>th</sup> April 2023	
2022/23/ FGB/ 43	<b>Items Through the Chair</b>	ASP, HVW, JSR left at 4.45pm and the meeting moved to Part 2.	I

The meeting ended at 5pm