



MINUTES OF THE FULL GOVERNING BODY MEETING
Held on Thursday 26 September 2024 at 6pm

Present: Niranjana Mendonca, Richard Sullivan, Will Dean, Angie Farrance, Annie Thomson, Jane Walker-Smith, Peter Tarry, Clare Hawkins, Jez Farmer, Sharon Roberts, Nicky Mitchell, Mark Fitzgibbon, Andrew Stanton, Ajay Joshi and Emma Smith

Apologies: Tim Moss

In attendance: Jo Wiles (Clerk to the Governors)

1. Apologies for absence	Apologies received and approved for	
2. New Heads of School	<p>Student Leaders Alice Ling, Tegan Ridolfi and Holly Vincent joined the meeting to inform of their aims and objectives for the academic year. (Student Leader Gabby Ziff was unable to attend).</p> <p>The student leader advised that they have only selected two aims for this year: inter-year links and mental health to continue with the legacy build from last year and to enable them to have more impact.</p> <p><u>Inter-year Links</u></p> <p>They informed that they plan to continue to bridge the gap between older and younger year groups and looking at introducing a buddy hub that will provide information about upcoming events and support. To offer mentoring, Sixth form can use as volunteering hours, and plan to launch through parliament. Those wanting to use the system can advise area of support, interests, etc and then volunteers can be paired up with students based on their strengths. Google forms can be used to collate feedback for any improvements and seek on what students would like a mentor for.</p> <p><u>Mental Health</u></p> <p>The Student Leaders informed that they are planning to continue to raise the awareness of good and bad mental health. A meeting took place with Ms Buston around opportunities for mentoring.</p>	



	<p>They are planning to raise awareness on 10th October, Mental Health Awareness Day and would like to offer students an optional task of 10 minutes to provide a safe space.</p> <p><i>Will you be producing guidelines on what good buddying looks like to make their time beneficial?</i></p> <p>They responded that the idea is to try and make it a conversation rather than a formal session so that students are able to feel that they can speak freely.</p> <p>How will you market the mentoring programme?</p> <p>They responded that they are planning to launch the programme through parliament, assemblies and form time.</p> <p>All thanked the students for their informative update and commended on focussing on two aims.</p>	
3. To declare a conflict of interest	Mr Walsh confirmed he had a conflict of interest.	
4. Confidentiality	Colleagues were reminded that minutes remain in draft until they are signed off at the next meeting and should therefore not be shared before signing off, nor the content discussed outside of the meeting.	ALL
5. To receive any other business	There were no items declared.	
6. To receive any correspondence	No items were notified.	
7. Minutes of the previous Meeting	<p>The minutes of the meeting held on Thursday 4 July 2024 had been previously circulated and were approved.</p> <p>The signed copies will then be placed in the school file.</p>	
8. Matters arising from the minutes	No outstanding matters.	
9. Update on the start of term	<p>Ms Thomson reported that there was already lots to celebrate already this term, and students have settled very well.</p> <p>Current numbers are 240 in Y7, 243 in Y8 and there are currently some spaces in Y9 and Y10. This has been benchmarked against local schools and the school are in a good position with admissions. Ms Thomson advised that most of the student movers are due to relocation.</p>	



	<p>Open Evening and feedback from staff, parents and primary heads was very positive.</p> <p>Ms Thomson reported that staff absence has been disappointing for so early in the term with the circulation of bugs and infections which can't be helped.</p> <p><i>How are you covering the absence?</i></p> <p>Ms Thomson responded that they are using agency and staff internally are currently covering as good will.</p> <p><i>Have lots of maintenance work taken place in the school over the summer?</i></p> <p>Ms Thomson informed that there has been lots of work carried out over the summer; Hepburn is being completely refurbished for the Prince's Trust programme, updated M Store, ground works, Pascal now has new murals and the enhancement of the reception area took place in the summer term.</p>	
<p>10. Examination Results 2024 – an Initial Report</p>	<p>Mr Stanton advised this would be a summary of results and a detailed report will be provided at the Curriculum Committee on Thursday 10 October.</p> <p><u>Highlights Y13</u></p> <p>Mr Stanton reminded all that 2022 was the last year results were modified from Covid and the school have maintained and this has been sustained.</p> <p>Mr Stanton presented a snapshot of A level results and advised that plans are in place for next steps and reminded all that Value added was last applied in 2019 so there are no models in terms of predictions.</p> <p>Mr Atterton is currently updating on student destinations and will update at the Curriculum Meeting.</p> <p><u>Highlights Y11</u></p> <p>Mr Stanton presented the results and advised that they are currently unpicking in terms of predictions against the results achieved.</p> <p>Maths performed well and a special mention of thanks given to Jill for her work as Head of Maths over the last year.</p>	



	<p>Mr Stanton presented data from the Sutton Trust viewing students on FSM against the rates for the catchment area which gave context and the importance of continued focusing to remove any barriers to learning.</p> <p>Three key areas of development and focus for the school this year are high ability boys, PP which is similar for all schools in Hertfordshire and for students on the grade 4/5 boundary.</p> <p>Core evening revision sessions for parents will take place earlier in the year and are scheduled next week with full uptake so an additional date has been added.</p> <p>Mr Stanton reported the increasing challenge in terms of exam result received with 376 request for papers to be remarked and advised that so far it has resulted in 6 grade changes.</p> <p><i>Do you think parent engagement has improved?</i></p> <p>Mr Stanton responded that there is an increased awareness around the ability to challenge grades. If a student is a few points away from the next boundary grade many are now requesting for remarks.</p> <p>The cost of requesting a remark from the exam boards is currently being reviewed.</p> <p>Ms Thomson reported that English now has a new head of department.</p> <p><i>Is there anything in the approach in terms of how well EHCP students performed that can be applied to PP students?</i></p> <p>There is a cross over on students with EHCP and PP, have conversations around what made the difference and provide an update.</p>	
11. School Improvement Plan (SIP)	<p>Ms Thomson reported that SIP is related to the last Ofsted Framework and the leadership team have identified areas for development and focus for the school.</p> <p>Ms Thomson reported that there was a strong link between the results of the SIP and the Governorhub healthcheck. Both highlighting a developmental point around raising the average reading age for all students and reading fluency.</p>	



	<p>The calendar has been adapted to accommodate time for strategy and ambition and to focus on how this can be embedded in the school.</p> <p>Ms Thomson expressed the importance of using the USP in the context of St Albans and the community that has been created and ensuring that this is fed back to the community.</p> <p>Ms Thomson reported that an external consultant has been invited to attend for a day to complete a 360 review in the MFL department. This should then enable some developmental targets.</p> <p>Ms Thomson invited governors for any questions.</p> <p><i>Attendance on the SIP, could this include a breakdown of PP students.</i></p> <p>Ms Thomson responded that they could include a breakdown.</p> <p>To ensure priorities are communicated with parents in terms of trying to highlight focus and the achievements on a daily basis. A discussion took place around more regular blogging.</p> <p><i>What is a peaceful school?</i></p> <p>Ms Thomson responded that it is for high ability students facing challenges such as high anxiety and the vision would be that there would be somewhere for students to a phased return with a therapeutic approach to encourage engagement.</p> <p>Governors acknowledged and were pleased to read that the school is entering for the Arts Mark.</p> <p><i>Mr Fitzgibbon and Mr Stanton left the meeting at 7pm.</i></p>	
12. Governorhub Healthcheck Survey	<p>This was covered in item 11 and incorporated in Ms Thomson's update on the SIP.</p>	
13. Policies for review and ratification	<p><u>Anti Bullying Policy</u></p> <p>This will be reviewed at Personnel meeting next week.</p> <p><u>Managing Serial and unreasonable complaints Policy</u></p> <p>Ms Thomson tabled the policy.</p> <p><i>How will this be shared with parents?</i></p> <p>Ms Thomson informed that it will be available on the website and that it will be linked with the Complaints Policy.</p>	



	<p>It was agreed to include a point about not discussing or sharing on social media. Action: Mrs Hawkins offered to review.</p> <p><i>All unanimously approved the policy once updates have been made.</i></p>	
<p>14. Reports from Chair of Committees</p>	<p><u>Personnel Committee</u></p> <p>The following policies were recommended for ratification:</p> <ul style="list-style-type: none"> • Leave of Absence Policy • Maternity Policy • Adoption Policy • Flexible Working Policy • Carers Leave Policy <p>Curriculum Committee</p> <p>The following policy was recommended for ratification:</p> <ul style="list-style-type: none"> • Oracy Policy <p><i>All unanimously approved policies.</i></p>	
<p>15. To review committees and agree members of delegated committees</p>	<p>Members of committees were reviewed. Action: Governance Professional to update and circulate on Governorhub.</p>	
<p>16. To appoint representative governors</p>	<p>Representative governors were reviewed. Action: Governance Professional to update and circulate on Governorhub.</p>	
<p>17. Contact Details</p>	<p>All governors were asked to check and update contact details on Governorhub.</p>	
<p>18. Governor Training</p>	<p>Going forward Governance Professional to circulate and record Governor Training. There are lots of courses available online and Educare for all to complete.</p> <p>All governors were asked to email Di Dean for any face to face courses they would like to attend.</p> <p>Action: Governance professional to circulate details of cyber security for all governors to complete.</p>	



19. Governor Visits this term	<p>Governor visits that have taken place are as follows:</p> <ul style="list-style-type: none"> • Open Evening • Exclusion Meeting • Y11 parents evening • Positive Governors • Invigilation • Health and Safety / planning meeting • EDI update Meeting • Governor review of Architect plans 	
20. FGB and Committee meeting Schedule	The schedule has been circulated to all.	
21. To receive AOB	No items notified.	
22. Date and time of next meeting	Thursday 5 December 2024	
23. End of meeting	The meeting ended at 7.45pm.	

Signature.....

Jane Walker Smith
Chair of Governors

Date.....

