



**Linton Village College
Full Governing Body Meeting**

**Tuesday 14th September, 2021 at 6.00 pm
Venue: Remote Meeting via Zoom**

MINUTES

Present: Peter Woodroffe, Helena Marsh, Denise Hall, Clive Turner, Andrew Docherty, Rachel Hickey, Peter Smyth and Jill Carter.

Associate Members: Shahla Matarazzo, Tim Darby, George Jenkins, Cameron Fehr and Cheney Payne.

Clerk: Tracy Coston

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|---|---------------|
| 1. Elect Chair and Vice-Chair: Peter Woodroffe was duly elected as Chair and Carolyn Babinsky was elected as Vice-Chair. | |
| 2. Welcome to the meeting. Peter Woodroffe welcomed everyone to the meeting. | |
| 3. To receive and accept apologies for absence: John Batchelor, Carolyn Babinsky and Vanessa Whitcombe. | |
| 4. To receive Declarations of Interest: Forms to be completed. | ALL |
| 5. To agree the FGM minutes of the last meeting held on 6th July 2021 and the extraordinary Governors meeting on 19th July, 2021:
Trust approval to be chased for Clive Turner by Clerk.
PAN: The PAN is 165 but current pupil plan is 150 and LVC may be asked to take more than 150 which would cause timetabling issues.
The Skills audits to be discussed with Helena Marsh and Peter Woodroffe this week. | Clerk |
| 6. To deal with any matters arising not on the agenda: None | |
| 7. To receive an overview of the TAG process and GCSE appeals (CF): The TAG process was a very time-consuming process for staff. The Centre policy was produced by the Trust, which was very useful when put into practise.
Teacher assessed grades and assessments were communicated to parents/students and bias training was undertaken.
The marking process was set up and maths, English and science decided to only use pupil numbers to make the marking an anonymous process.
Quality assurance of grades were carried out and comparisons with teacher assessed grades and estimated grades.
Special considerations were answered by Tim Darby and awarded on | |

merit.

Results in August: There were two grade errors but on results day they were sorted out. All prior evidence was sent to parents.

There have been 9 appeals, but no trend in subject areas.

LVC are waiting for a Stage 2 appeal from one pupil. Staff met with the parents and student to discuss the process and not the judgement of the grade.

Were LVC's grades inflated to the national picture or less?

The message to staff wasn't that you had to match the trend and questions were asked around the grades. Natural inflation has taken place due to a holistic judgement.

Four grade changes were made at this stage of the appeals. Only admin and procedural changes can be made at this stage.

At a Stage 2 appeal the exam centre will consider the evidence.

Can an appeal trigger a recall? No it cannot.

Several of the appeals are in English, but it is not the same member of staff.

More appeals were made in English and Maths because Post 16 settings insisting on passes in English and Maths.

The FFT PDF's have been uploaded onto Sharefile and early results analysed.

LVC has a smaller number of 9% pupil premium and the national picture is 22%.

Two FSM pupils were persistent absentees which dislodges the percentages. The quality of the outline provision of online provision for the persistently absent pupil needs looking into if used again.

Higher ability students have done better than lower ability students.

The grades will be assessed fully in the next Standards meeting.

The Governors thanked Cameron Fehr for organising the whole process.

8. To receive feedback from sexual harassment session: Chaney Payne is leading the anti-sexual harassment working party.

Staff training: Extended safeguarding training for support staff to be organised as there are 38 members of staff that need training, and 14 non-pupil staff need training. The training consists of 1 hour training and 1 ½ hr online training. A column has been added to the SCR to evidence the training. The training has started staff talking about the issues.

Did all staff read part 1 and annexe B: Yes and it will be chased up and a translator may be attending Safeguarding training for cleaners with EAL.

13 staff members are joining the working party and Denise Hall will represent the Governors. Three priorities have been identified and a whole school approach has been established.

Ensuring the confidence of students is very important for both parties.

A to-do list has been written for next year and a timeline will be devised of how to respond. PHSE lessons will include sexual harassment at an age-appropriate level and a focus in tutor groups. A range of other resources will be sent to parents and pupils when the

working party to develop them. Local contacts to be established and speaking to stakeholders. A questionnaire will be launched and followed up with focus interviews. Findings to be analysed and actions focussed. Staff protocol to be developed and a response expected. Student working party to be launched and interested pupils have come forward and the role will be developed over the year. A parents information evening to be organised so that conversations at held with parents, staff, and pupils. The opportunity will be used to learn how to deal with other protective characteristics like racist comments etc. Communicating with parents is very important to make it clear it is on everyone's agenda.

The uniform website shouldn't be split between boys and girls and should be raised with SWI uniform providers?

Shahla Matarazzo to follow up.

SM

The Governors thanked Chaney Payne for all her work.

9. To receive Safeguarding policy updates (SM):

The policy must be ratified by the Trust Board and then FGM Governors to read the KCSIE document and log that they have read on MyConcern by 30th September.

Chair, Vice and Chairs of committees to read whole document.

ALL

Part 1 and Part 4 to be read by everyone. It is the Governing bodies responsibility to have assurance that all bodies/groups have the correct approach to child protection policies.

10. To receive a Personnel update (HM): A very detailed report sent out.

The risk register is constantly reviewed.

Vacancies details to be shared widely due to recruitment issues.

The vaccination status is kept up to date

Management changes and highlighted changes in catering and sports centre.

Have the SLT changes been received positively? Yes they have as it is continuing professional development.

Moving back to subject based teaching will make a huge difference and hopefully improve staff morale.

Design technology is a particular area of development required.

The staff training summary and how training can be differentiated.

Questions to be discussed in Resources.

RES

11. To receive a site update (TD): Report sent out.

The site team have been very busy over the summer because of the flooding at the end of the summer and during.

The fire risk assessment has been carried out and a fire drill to be organised at the end of the week.

There are continuing issues with the grounds as the site team do not have enough hours to complete all the work.

The boiler has been overhauled in the site office.

A fence around the whole site is required for safeguarding purposes.

Applying for the change of use of the site house is being more

complicated.

The maintenance schedule needs to be up and coming. The improvement to the food rooms have been completed. The hot water system has been overhauled and all cooking can take place.

Clive Turner to speak to Tim Darby to organise a H & S site visit.

CT/T
D

12. To discuss programme of Governor Visits (PW):

All Governors were reminded that the list has been circulated and all Governors to contact their link Governor or know the expectations.

ALL

All the associated paperwork is in Link Governor Policy which the Clerk will circulate.

Clerk

13. To review school improvement priorities (HM):

This document will be used towards the Governors document and populating meeting agendas.

The core aims have been devised. The Governors will move towards using ALIS more. There are several Trust policies to be adopted. AL won a national award for Governance.

Paperwork for governor meetings needs to be sent out in a timely manner.

There is a target for widening the diversity on the Governing body. Consistency and communication are key and collaboration is required. Everything has to be looked at in line with Trust practice.

Some strategic timelines and deployment of finances.

The Governors thanked Helena Marsh for all her hard work.

Celebrating successes are very important and reminding staff of how much the school has achieved and enhance positive communication with staff.

14. To receive AOB: None

15. Date of next FGB meeting: 7th December, 2021

(LVC Standards meeting 12th October, 2021)

(LVC Resources meeting 9th November, 2021)



Signed

Dated: 07/12/21
