



**Linton Village College
Full Governing Body Meeting**

**Tuesday 12th July, 2022 at 6.00 pm
Venue: LVC Staffroom**

MINUTES

Present:, Peter Woodroffe, Helena Marsh, Clare Gorman, Clive Turner, Jill Carter, Andrew Docherty,
Vanessa Whitcombe

Associate Members: George Jenkins, Anna Garner, Linda Kahr, Ali Harris

Clerk: Tracy Coston

1. **Welcome to the meeting:** Peter Woodroffe welcomed everyone to the meeting.
2. **To receive and accept apologies for absence:**
Carolyn Babinsky, John Batchelor, Denise Hall,
John Batchelor is stepping down as a Governor and thanked for all his work.
3. **To receive Declarations of Interest:**
Helena Marsh: Trustee of Stour Valley Education Trust
Andrew Docherty: Cambridge University Press & Assessment, incorporating the OCR exam board.
Vanessa Whitcombe: Headteacher at Castle Manor Academy
4. **To agree the FGM minutes of the last meeting held on 15th March, 2022:** The previously circulated minutes were approved and signed by the Chair.
5. **To deal with any matters arising not on the agenda:**
SEND Training: Clerk to check if Clive Turner attended. TC
Accounts: Teresa Carter, Carolyn Babinsky and Rebecca McKenzie have met.
Clerk to check with Kerrie Jones if the new Governor meeting structure is acceptable to the Trust. TC
6. **To receive the Teaching and Learning Strategy:**
The new strategy has been received very well with the staff and there has been lots of consultation. Teaching and Learning strategy looked at and Rosenshine's theories and learning from each other.
AIE = Ambitious, Inclusive and Enriching.
To develop the strategy there has been training, working parties and

breaking down the vision and department visions. 20 students were surveyed as their opinion is very important. The Linton Learner will be changed to three headings to make it more effective. The strategy will be rolled out in September. The strategy has been produced on one page to make it easy to refer to.

Teaching and learning strategy: It has been shared with all staff and will be sent to students and parents in September.

The strategy has been reduced further to 9 categories and staff will focus on their strengths and there will be departmental training and coaching. AIE will be linked into schemes of learning.

What is the success measure? Accountability to line managers, learning walks and subject leaders presenting at SLT.

If measure today and 6 months times what differences would be seen? It is hoped that there will be an improvement in lessons and see quality of education in the classrooms and then at the end of 3 years better results.

The new strategy should see improvements in the standards of behaviour.

Linda Kahr is delivering a session on the training day to make sure the departments are picking the correct strengths and weaknesses. In conjunction with the information from the deep dives and Trust visits. The Governors agreed that it is great to have a complete refocus and it is an important time in the school.

The Staff survey has shown that this is required to regroup.

There is still more to be done. It is important to be honest and a complete culture shift is required which is evident in the surveys.

Link Governor visits are important in all areas to make sure everyone is talking the same language and showing that Governance fits in with the strategic plan.

The Governors thanked the Teaching and Learning working party for all their work.

7. To receive the inclusive classrooms information (AG):

The SEND working party, with a range of participants were really helpful and gave their direct views. It is really important that everyone understands the whole cohort and look at the culture within the lesson. Natalie Packer is one of the researchers behind Inclusive Classrooms and small changes were made to her information.

Inclusive Classroom framework makes all pupils independent and if there are any missing any pieces of the jigsaw it won't work.

It is key to know and understand the students and set a learning environment with effective questioning, scaffold learning and model students to develop into an independent learner.

Teachers need to be honest about their teaching but practise more to develop the independent learner.

Reader pens can be used instead of relying on a LSA.

Anna Garner is working with the SENCO at Sawston and Bottisham who are also rolling out the programme.

Inclusive classroom is moving away from thinking about Curriculum, SEND, behaviour separately and making sure everyone is catered for

to develop the skill of independent learning.
Governors will support and look for evidence during link meetings and visits. Governors were invited to attend the training day in September.

- 8. Governor questions on the Principal’s report (HM):** The report was circulated to all Governors.
Recruitment, retention and staff wellbeing was discussed.
Governor training is to be discussed with the Trust and the Clerk will look at the NGA website and make sure all Governors have access. TC
Quality assurance and action plan on page 4 & 5 for Governors. A skills audit will be arranged for all Governors. Clerk to organise. TC
The Governors were encouraged to read more of the papers so that challenging questions can be asked in the meetings.
Face to face meetings has helped with discussion.
Ali Harris will be joining the Governors as a staff governor in October.
Has the Parent Governor election been organised? The information will be sent out next week, but there has already been two Year 6 parents showing an interest.
Can the breakout rooms/subgroups be carried on at face to face meetings? Yes that is the plan as it engages discussion.
Does having the papers in advance help the Governors plan for the meeting? Yes but still more work to do.
Has numbering the files with the agenda numbers helped? Yes especially when there are lots of papers.
A positive point is that SLT and staff don’t take the feedback and challenge personally. Positive culture shift.
- 9. To receive a report on Enrichment Week (CM):** LVC has received a number of positive reports from parents. There was a larger numbers of year 7 & 8 that didn’t engage in trips, which may have been attributed to finance issues that weren’t disclosed.
Are more clubs going to be organised? Some staff offer clubs but staff cannot be forced to run them. Clubs are important as they enrich the curriculum.
- 10. To discuss school improvement progress in 2021/22 (including survey results) and improvement plan priorities for 2022/23 (HM):**
Discussed in item 6.
- 11. To discuss LGB self -reflection and review of governance (PW/TC):** The attendance register was sent out for 2021/22. The Clerk will sign up Governors to the NGA training and the Chair will look at Link Governor training. TC/
PW

- 12. To receive LGB meeting structure and link governor arrangement for 2022/23 (PW/CG):** Strategic process for each meeting and link governor role:

Link Governors:

Exam results/school improvement: Peter Woodroffe	PW
Quality of Education and Curriculum Development: Peter Woodroffe	PW
Behaviour and pupil premium: Clare Gorman	CG
SEND and Attendance: Jill Carter	JC
Safeguarding: Denise Hall	DH
Site and H & S: Clive Turner	CT
Impact of Leadership/Governance/CIP: Carolyn Babinsky	CB
Finance/IT: Andrew Docherty	AD
Children in Care: Jill Carter/Clare Gorman	AD
HR: Vacancy Andrew Docherty to ask at CUP.	
The Governors will be expected to organise a termly visit and a co-presentation at a Governors meeting.	ALL
It was suggested that SLT invited Governors in for visits.	SLT

- 13. To discuss the Behaviour and Discipline and Exclusion policy (GJ):** The policy is going to be shared with parents in September. The policy hadn't been reviewed since 2019. It is very important to have a consistent approach and aligning everyone of how to implement it. The warning system wasn't relational and now Remind, Ask, Remove. The policy has more guidance for staff and a preventive strategy which was developed following feedback from behaviour working party. Heads of House have been overwhelmed following up behaviour issues. The new Heads of Years will allow the pastoral staff to deal with more serious/persistent behaviour issues. It is important to find creative ways that everyone knows and remembers the changes. Praise is the point of the house points. The policy sits with the new strategies and inclusive classrooms. The Behaviour policy will be added to the Sharefile and discussed again in September. The exclusion policy will be discussed in September when it is available from the Trust.

TC

GJ

- 14. To receive the behaviour/welfare report (GJ):** Student focus included.
Is there a behavioural plan for the students: *There is a plan and it is important to make sure the processes, strategies, therapeutic approach and sanctions available. 28% of pupils have had more than one exclusion.*
Lots of alternative provision starts from Year 9 and isn't available in Year 7 & 8.
 A pupil in Year 7 requires an EHCP to address the needs.
 Students with behavioural issues in Year 10 need to have more work and be taken through the thresholds quicker.

A modified curriculum only works if there is a stable parental base.
A special facility is required for Year 7-8's with behavioural issues to support staff and pupils.

15. To receive key points from the Resources Meeting, including staffing on 14th June, 2022 (AD):

Finance summary: LVC has a £ 200,000 deficit for energy.
LVC are changing to a Head of Year system and there has been a deliberate overspend as it is for investing in a Director of Safeguarding, Assistant SENCO and other necessary staff members.
The engagement from Anglian, Director of IT has got better.

16. To receive key points from the Standards Meeting on 10th May, 2022. (DH):

What is the approach to EBAC: Tim Darby to model the EBAC journey for the next meeting. **TD**

The curriculum policy needs to be ratified.

Exams: The staff were very pleased with the procedures and study rooms were well organised. There were positive comments about the organisation of study room as part of the extended study leave.

Attention has now switched to Year 10 and intervention to their areas.
Governors were asked to drop into Results day.

Snapshot around the dashboard from Carey Mayzes needs to be added to September FGM. **CM**

17. To receive Link Governor reports (ALL): Reports from H & S from Clive Turner.

Are you confident that required actions will take place? This could be an issue with Rob Gardner, the site manager leaving.

Governors were asked to attend the staff training day in September.

18. To receive AOB: AGF: Clive Turner offered to attend the meeting as Peter Woodroffe was unable to attend.

19. Date of next FGB meeting: TBA

* = Report to be sent with papers prior to the meeting

Meeting finished at 8.05 pm.

Signed

Dated