



LGBM/03 2021/2022

MINUTES OF THE LOCAL on 19 January 2022 AT 6.30 P.M. via Teams

Governors Present:

Alex Bond (AB) (Community) Chair
Jane Braddy (JB) (Community) (from Item 8 onwards)
Phil Bevan (PB) (Head Teacher)
Paul Ray (PR) (Community) Vice-Chair
Christopher Preece (CP) (Parent)
Kathleen Thomas (KTh) (Staff)
Malcolm Sperrin (MSp) Associate

Guests:

Linda Sutton (LS) - Item 4 only
Henry Bew (HB) - Items 11 and 12 only

In attendance:

Sandra Green (SG) (Clerk)

Apologies:

Mick Mayes (MM) (Community)
Liz Holmes (LH) (Associate)

In Absentia:

Mirabelle Stobbs (MS) (Community)

The meeting opened at 6.35 p.m.

		Action
1	<p>Standing Item: Welcome, apologies for absence and acceptance/non-acceptance, resignations, governor recruitment, agenda for today</p> <ul style="list-style-type: none">• AB welcomed all attendees and our guests, LS for Item 4 and HB for Items 11 and 12.• It was confirmed that MSp had tendered his resignation from the LGB after many years of service; the whole committee extended thanks to MSp for his valuable efforts for FCC. MSp advised that he would continue to offer his help with future scientific activities at FCC and thanked all the FCC staff who had contributed to his son's education there.• Apologies had been received from MM and LH and were duly accepted.• MS was noted as being in absentia.• The agenda was briefly outlined.	
2	<p>Standing Item: Notice, Confidentiality and Quorum Requirements</p> <p>The meeting was declared noted and quorate and attendees were reminded re confidentiality of the matters discussed until they were in the Public forum.</p>	



3	<p>Standing Item: Declaration of any personal, business or pecuniary interests for tonight's business</p> <p>None declared for this meeting.</p>	
4	<p>The Effective Teaching Framework: Presentation from Linda Sutton</p> <p>LS gave a slide presentation with accompanying clarification regarding the above, followed by a Q&A session:</p> <p>Q: BRAG form – how is this regulated across school departments? A: As senior links we go look at examples via a learning walk.</p> <p>Q: CPD: Are resources available for teachers? A: Yes, it is reviewed what is 'blue' in one department and 'red' in another and matching up is co-ordinated. Also looking at common modelling to build teams of people who are working on common areas.</p> <p>All staff can request internal and external CPD through their line managers and these all go via LS. External is useful to bring good practice into FCC, e.g. HB going to Farmors School.</p> <p>Q: Succession planning for leadership skills? A: The 'Challenge Leaders Scheme' has been introduced by PB, with 7 staff working on various projects which present leadership opportunities and challenges.</p> <p>The LGB NOTED the contents.</p> <p>LS was thanked for her excellent presentation and left the meeting. SG has subsequently circulated LS's slides to the governors.</p>	
5	<p>Standing Item: Notification of any other business</p> <p>No items had been notified as AOB.</p>	
6	<p>Review of Minutes of Previous Meeting</p> <p>The Minutes and Confidential Minutes of the previous meeting on 24 November 2021 were reviewed and agreed as an accurate representation of matters as discussed.</p>	
7	<p>Carried Over Items</p> <p>SG covered off the Carried Over Items list, as noted on separate document.</p> <p>Items 8 and 9: She advised that, in collating the submissions of Governor Skills 2021/2022, she had discovered that versions from different years had been used due to the change of FCC clerk mid-process. SG apologised for this and asked all governors (with the exception of LH) to please complete and return the 2021 version sent out so that the Skills Audit 2021/2022 could be finalised.</p>	



	<p>ACTION: <i>To complete the 2021 Skills Audit form and return it to SG asap for collation and discussion at the subsequent LGB re training and development needs.</i></p> <p>ACTION: <i>Item 17: It was AGREED that the termly review of Behaviour Strategy would be incorporated into the Head teacher's report for each meeting.</i></p>	<p>All govts/ SG</p> <p>PB</p>
8	<p>Out of Committee Activity</p> <p>a) PEX December 2021 SG advised the LGB that the above had occurred and thanked all the Panel and FCC staff members for their time and input.</p> <p>b) Seeking an additional Community Governor AB advised that he had reviewed the 'Inspiring Governance' website re requesting a further community governor from their local pool and would register FCC's request once the KSE needs had been identified from the LGB Skills Audit 2022.</p>	
9	<p>Policies</p> <p>The LGB AGREED to adopt the FLT Attendance Target 2021/2022 of 96% for all FCC pupils except those in the Sixth Form.</p> <p>PB and HB clarified how CV-related absence is recorded and advised that they are reviewing the systems to check that they are as robust as possible.</p>	
10	<p>Health & Safety Update</p> <ul style="list-style-type: none"> • AB advised that he would be attending the Resources Committee on 20 January 2022 so would have further information then. • Update on options for Temporary Classrooms: AB advised that this issue was progressing as he understood that there was additional funding to replace the classrooms, etc. It was obviously essential to optimise the land use and funds so FLT were currently awaiting a site plan to check land availability, etc. • Number of accidents since last meeting: 3 incidents of which 1 resulted in an absence of more than 7 days. More information would be forthcoming from the Resources Committee meeting. 	
11	<p>Pupil Premium Funding (PPF) : Presentation by Henry Bew</p> <p>HB displayed the presentation which had previously been distributed to the LGB and on which JB had already posed very useful questions.</p>	



	<ul style="list-style-type: none"> • Every member of the 2020/2021 cohort had achieved a post-16 pathway, for which HB extended credit and thanks to Tina Belcher and the Pastoral Team as having contributed greatly to this achievement. PB expressed his thanks to Tina, Adam, HB and colleagues for all their hard work on this. <p>Q: There is a statistically significant increase in the results – what has FCC done differently to achieve this? A: FCC has undertaken effective chasing of non-attendance in the face of a considerable challenge. There is a growing understanding re consistencies, shared behaviours and learning to minimise the interruption from the consequences of the CV pandemic.</p>	
12	<p>Target-setting for SEND/non-SEND pupils: Presentation by Henry Bew</p> <ul style="list-style-type: none"> • HB spoke to the Year 11 Standards Update slides which had been distributed to the LGB prior to the meeting. • PB spoke regarding the 6th Form aspects. This cohort have not sat any formal exams so FCC is working on aspirational targets. Unfortunately, no ‘Value Added’ research is yet available on which to draw. • Next step is getting useful benchmarking data with the smaller cohort, encouraging attendance, engagement, etc. Also de-sensitizing to ‘exam’ conditions. <p>HB was thanked for his excellent presentation and left the meeting.</p>	
13	<p>Budget: Monitoring Report Headlines PR spoke to this item. The budget is looking favourable due to the extra funding received as recovery grant (PP funding) and Covid. There has also been a high amount of staff sickness. The costs of the two new Staff posts have been added in to the budget.</p> <p>Q: Has it been difficult to get staff to cover for gaps? A: Yes, there has been a National shortage and FCC has some unfilled vacancies. It resulted in Year 10 moving to remote working for a short while.</p> <p>PB reported that Year 7 is full and has a waiting list.</p> <p>ACTION: <i>The budget for 2021/2022, including comparison of Actual pupil numbers with the Estimate upon which the budget has been set, with implications, will be carried forward to next meeting’s agenda.</i></p>	SG
14	<p>Review of Pupil Achievement Data 2020/2021 It was AGREED that this item had been covered off within Item 12 above.</p>	
15	<p>Agree school performance targets It was AGREED that this item had been covered off within Item 12 above.</p>	



16	<p>Governance Update: Outcomes of FCC Strategic Meeting on 13 January 2022 AB requested all governors to please review the information sent regarding the above and to send any comments to him by the 31 January 2022 latest.</p> <p>ACTION: <i>Outcomes of FCC Strategic Meeting: all governors to please review the information sent and send any comments to Alex Bond by the 31 January 2022 latest.</i></p>	All Govs
17	<p>Head teacher's Report There were no further questions raised by governors on the report which had been distributed to all prior to the meeting.</p> <p>PB reported the following as his top three current issues:</p> <p>1. Recruitment</p> <p>a) Business Manager vacancy: Interviewing on 20 January. Filling this role will help the Leadership Team to focus on what they are best at. Have had a good response to the advert and AB is involved in the process.</p> <p>b) Isolation Room Manager vacancy: Interviewing later this week. Have had a good response to the advert.</p> <p>c) FCC has several other vacancies which will be included in the next Financial Review but which have been agreed in principle. A Pastoral Lead was recruited for the 6th Form earlier today.</p> <p>2. Behaviour PB advised that it is planned to have the Isolation Room established by Easter 2022 via an additional mobile classroom.</p> <p>Students who exhibit unacceptable behaviour are being removed quicker in response.</p> <p>KT responded that Staff have reported a definite change for the better regarding behaviour issues, perhaps due in part to the pupils having had a rest over the Seasonal Holiday.</p> <p>KT suggested that the recent vandalism within an FCC bathroom had been encouraged by a USA TikTok trend of doing this and filming oneself in the act, but the Staff are getting control of the issue.</p> <p>PB advised that the Leadership Team had been very visible to reinforce appropriate behaviour. PR requested more teacher and senior leader presence in the playground to continue to address poor behaviour issues.</p>	



	<p>ACTION: <i>PB agreed to consider an increase in teacher and senior leader presence in the playground to continue to address poor behaviour issues.</i></p> <p>3. Getting Pupils ‘match ready’ for their exams: KT agreed that pupils are indeed very focused.</p> <ul style="list-style-type: none"> • SG asked PB to kindly update the LGB on the interim cover which had been instigated for the Deputy Head role whilst a replacement for Joe Winter was being sought. PB provided a document which has since been distributed to the governors. • SG asked PB to kindly update the LGB on progress to date with the advertising, nomination and election process to the vacant Staff and Parent governor places. PB agreed to review the draft documentation which SG would re-send, and progress accordingly. • Vacancy for other Staff Governor: KT mentioned that she was in discussion with a member of staff who may wish to self-nominate for the role and thus participate in the above process. Other staff would, of course, be given the opportunity to also self-nominate by a set date to ascertain if a secret ballot was required. <p>ACTION: <i>PB to progress the advertising and election to the vacant Staff and Parent governor places, seeking assistance from SG as required.</i></p> <p>PB was thanked for his very useful update and focus on his top issues.</p>	PB
18	<p>To receive any reports on racist incidents or other prejudice-based bullying</p> <p>PB advised that there had been no major incidents to report.</p>	
19	<p>Feedback from Governor Visits</p> <p>There had been no governor visits to FCC due to the current pandemic situation but PB advised that he is now agreeable for such visits to resume.</p>	
20	<p>AOB:</p> <p>1. Additional Vice-chair for FCC LGB: It was AGREED that an additional Vice-chair would be sought for the FCC LGB to share the different aspects of the role. PR to kindly remain in his existing post as Vice-chair.</p> <p>ACTION: <i>SG to invite nominations from the governors with a secret ballot to be held at the March 2022 meeting.</i></p>	SG
	<p>AB thanked all for attending. Next meeting will be on 2 March 2022 at 6.30 p.m.</p>	



FARINGDON

COMMUNITY COLLEGE

	The meeting finished at 8.38 p.m.	
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