



LGBM/04 2021/2022

MINUTES OF THE LOCAL on 9 March 2022 AT 6.30 P.M. via Teams

Governors Present:

Alex Bond (AB) (Community) Chair
Jane Braddy (JB) (Community)
Phil Bevan (PB) (Head Teacher) (had some IT connectivity issues)
Paul Ray (PR) (Community) Vice-Chair
Mick Mayes (MM) (Community) (Items 1-12 only)
Liz Holmes (LH) (Associate)

Guests: None

In attendance:

Sandra Green (SG) (Clerk)

Apologies:

Christopher Preece (CP) (Parent)
Kathleen Thomas (KTh) (Staff)
Mirabelle Stobbs (Community)

The meeting opened at 6.35 p.m.

1	Standing Item: Welcome, apologies for absence and acceptance/non-acceptance, resignations, governor recruitment, agenda for today <ul style="list-style-type: none">AB welcomed all attendees and apologised for the late change in the date of the meeting due to the previous week's PEX being held.Apologies had been received from CP, KT and MS and were duly accepted.The agenda was briefly outlined.	Action
2	Standing Item: Notice, Confidentiality and Quorum Requirements The meeting was declared noted and quorate and attendees were reminded re confidentiality of the matters discussed until they were in the Public forum.	
3	Standing Item: Declaration of any personal, business or pecuniary interests for tonight's business None declared for this meeting.	
4	Standing Item: Notification of any other business No items had been notified as AOB.	



5	<p>Online Ballot for the additional role of LGB Vice Chair</p> <p>SG advised that two nominations had been made for the above, one of whom, JB, had confirmed that she was willing to stand. An online ballot for the above was held during which JB absented herself. JB re-joined the meeting and was advised, with thanks, that she had been duly elected as the additional Vice Chair.</p> <p>It was agreed that responsibilities would be divided between PR and JB along the lines of PR (finance and premises) and JB (curriculum and welfare), with further detailed discussion held offline with AB, in line with the spreadsheet previously provided to the LGB as part of the strategic review.</p>	
6	<p>Review of Minutes of Previous Meeting</p> <p>The Minutes and Confidential Minutes of the previous meeting of 19 January 2022 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>	
8	<p>Out of Committee Activity</p> <p>a) Agenda Items It was agreed that the matters listed under this item would be carried over to the May meeting. ACTION: Outcomes of FCC Strategic Meeting incorporating feedback from all FCC governors & Arrangements for Shadowing of Link Governor roles to be carried over to agenda for the May meeting.</p> <p>b) Recruitment of new Deputy Head AB advised that he had participated in the interview process and that he was confident that the appointed person, Paul Dipple, would continue to build on the excellent foundations achieved by Joe Winter in engaging with the pupils. ACTION: It was agreed that Paul's CV would be distributed to all the governors.</p> <p>c) Seeking additional Staff (x1), Parent (x2) and Community Governors AS PB was struggling to join the meeting online, SG advised that she had updated the documentation for the invitation of nominations for the Staff and Parent vacancies, and this was now with PB to progress.</p> <p>d) Governors Disciplinary Panel LH advised that she had chaired a GDP in February 2022 regarding 5 FCC pupils who are at risk of permanent exclusion and who were made aware that their unacceptable behaviour must change immediately if they are to avoid this. This has since been confirmed in writing to each by the GDP.</p> <p>LH further advised that another GDP is scheduled for 27 March and invited</p>	<p style="text-align: center; color: blue;">SG/AB</p> <p style="text-align: center; color: blue;">PB</p>



	<p>other governors to attend to raise their awareness of the process if they were available. It was agreed that, as a requirement is to not have pre-knowledge of the families, it was not appropriate for JB to participate due to her role in the local community.</p> <p>MM volunteered to attend the GDP following the next.</p> <p>LH explained the content, etc of a GDP, i.e. it endeavours to engage with the pupil so that they understand their situation and is often use for continued disruptive behaviour, rather than a serious one-off incident.</p>	
9	<p>Policies</p> <ul style="list-style-type: none">• PB advised that he had requested the new Business Manager to review the schedule of FCC policies to be submitted for approval by the LGB.• As there had been an initial concern that the meeting would not be quorate, the member of staff lined up to present this item had been stood down and the revised policies below would be addressed as an Out of Committee matter and reported back at the next meeting: <p>Educational Visits Behaviour Policy</p> <p>Educational Visits: PB advised that there had been some significant changes in this matter for all schools following the Pandemic.</p> <p>Behaviour Policy: PB advised that the process had been slightly adjusted in the Behaviour Policy to reflect the new Behaviour Strategy and the 3-18 Vision and Values had also been incorporated, having been developed over the last 3-4 months. This included coaching modelling, kindness and confidence. FCC has been aligned with the FLT. FCC staff are considering every interaction re confidence. PB reported being very pleased to have reached this point, including high aspirations for our most vulnerable pupils.</p> <p>Q: Why don't we have 'committed' in our Values? A: PB: We have interpreted 'committed and caring' as confidence, which is very powerful. Duncan Millard is happy that it fits with the direction of the FLT.</p>	
10	<p>Standing Item: Budget for 2021/2022</p> <p>PR spoke to the latest budget information. He advised that funding is higher due to extra, unexpected money but there has been extra spending on agency staff. Catering costs have also required adjustment.</p> <p><i>(PB lost internet contact with the meeting)</i></p>	



11	<p>Financial: Accessing Reserves</p> <p>AB spoke to PB's paper regarding the temporary classrooms enabling proper use to be made of the Isolation Room. Quotes from two companies have been obtained, which Jo Ray is following up.</p> <p>Q: The costings in the document relate to up to two year's use, but will there be further costs?</p> <p>A: AB: Yes, likely need the provision for longer (possibly 3-4 years) in order to provide flexibility whilst a new block is built. If we are going to this expense (i.e. £40K installation cost) it would seem sensible to expand this to perhaps 3 or 4 years – the rental charge is not insignificant but a relatively small proportion of the cost.</p> <p>Q: If £100K p.a., would it be a better idea to purchase rather than rent as it is worth not interfering with the replacement of the English Village?</p> <p>A: AB: Yes, we are seeking additional pricing information in conjunction with a review and update of the long-term site development plan to ensure that any temporary provision does not interfere with those future plans.</p> <p><i>(Added by PB when he was able to reconnect to the meeting):</i></p> <p>PB: FCC has now recruited two Isolation Managers for whom we need a specific, robust space. Currently, when the Isolation Room moves around, it is used by some pupils as an excuse for wandering around the site. We would also like to consider having therapies on site in due course, so there is a genuine immediate need, then addressing the 6-12 months as part of the Behaviour Strategy, then have a permanent alternative after 24 months. There is no spare capacity hence looking at drawing on the Reserves. SEN also require increasing resources.</p> <p>AB: 24 months is quoted in the report but realistically this is likely to be 4 years with associated costs.</p> <p>LH: The logic for having the unit is fine, it is just that temporary building have an average lifespan of 10-25 years. The project is 3-4 years, so we need to look at a comparison of cost/benefit of hiring versus buying and then re-selling.</p> <p>PB advised that this is the fourth consecutive year of growth in pupil numbers which is continuing to put pressure on space.</p> <p>PR requested that the benefit of renting for more than 2 years could be explored?</p> <p>PR also expressed that, as the plan is to remove the temporary classrooms once the permanent build has occurred, it was essential to have sufficient room.</p> <p>PB agreed. FCC has capacity for 270 in every year group with a Sixth Form of ideally 250 pupils. 45% of students are currently staying on to the Sixth Form, and the increasing complexity and requirement for SEN provision requires</p>	
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	<p>consideration. It would be helpful to know the finite size of the school: Year 7 is currently full – 3 children applied and were put on the waiting list, with two subsequently allocated to FCC on appeal (above the year-group PAN), which Anne Lynn is questioning with OCC.</p> <p>Q: FCC are above 1400 pupils so when would OCC split it into two schools? A: PB: A Swindon school has around 2000 pupils.</p> <p>Q: What is our desired figure? A: PB: 9 Form entry as we currently are, otherwise the quality of education can suffer. If Sixth Form classes get above 20 and lower year classes above 30 pupils, then issues occur – it needs appropriate planning. Claire Elison, FCC’s newly-recruited Business Manager, is looking at the FCC estate and the staffing to take a longer view. FCC has grown organically so these aspects now need proper review.</p> <p>A: LH: OCC would have to build on the site to increase over this size and it has previously been judged to be a maximum of 9 form entry. We have already exceeded the amount of green space as offset against all weather.</p> <p>ACTION: PB to work with Jo Ray to look at the cost of purchasing and selling temporary classrooms versus hiring them and report back to LGB please.</p> <p>ACTION: To invite Claire Elison, FCC Business Manager, to the next FCC meeting.</p>	<p>PB</p> <p>SG/PB</p>
12	<p>Health & Safety Update</p> <ul style="list-style-type: none"> Accident and Injuries Reporting AB reported that there had been 5 minor injuries since last the last meeting. Outstanding H&S and Fire External Audit items SG requested on behalf of Jo Ray that these be reviewed, closed off and reported as soon as possible please. AB advised that the major actions have been dealt with and would work with PB to close down the remainder. ACTION: AB/PB to close down the outstanding Fire and H&S External Audit items asap. All weather Pitch AB reported that work on the all weather pitch would be starting at Easter and finish in the Summer 2022. <p><i>(Phil reconnected to the meeting)</i> <i>(Mick left the meeting).</i></p>	<p>AB/PB</p>



13	<p>Standing Item: Head teacher's Report</p> <p>PB spoke to his report and advised that his top three items were currently Staffing, Covid and Years 11 and 13.</p> <p>Staffing: PB thanked AB for his help with recruitment. FCC has recruited a Business Manager, an external Deputy Head teacher, two Isolation Managers, two English teachers and an ECT for Geography.</p> <p>Covid: FCC has followed the National trend but we are strongly recommending the continued wearing of masks in communal areas. Home testing is going well but our order for test packs got cancelled! FCC has had 20 cases this week and a note is sent out to groups if a cluster occurs. Specific groups only are testing and self-isolating if necessary. Two teaching staff are off and there is some pressure on staffing due to some of the activities.</p> <p>Q: PR: Will staff meetings resume as it was previously mentioned how much these were missed?</p> <p>PB confirmed that FCC was back to holding assemblies (wearing masks). A staff meeting is due to be held on 7 April and PB would ask the staff if they wish to make this an all-staff one in person but also streamed so that staff had individual choice as to mode of attendance.</p> <p>PB advised that staff had met as a middle leadership group with distancing and wearing masks. SLT is still being held by remote to avoid the risk of mass-infection and subsequent absence.</p> <p>Years 11 and 13: PB advised that a lot of extra effort is going in to these pupils to help make them exam-ready, including writing practice. Attendance is very good and staff are working extremely hard to support them.</p> <p>JB commented that having lots of exam practice is definitely proving invaluable, particularly for time-management and structured revision.</p>	
14	<p>Standing Item: To receive any reports on major racist incidents or other prejudice-based bullying</p> <p>None raised.</p>	
15	<p>Standing Item: Receive feedback from governors' visits</p> <ul style="list-style-type: none">• CP was thanked for his two reports on his visits made.• PB confirmed that governors were welcome to arrange future visits to the school direct with their link staff.	
16	<p>Any Other Business: As notified to the Chair before the meeting:</p> <p>a) Update on FCC LGB Clerking: SG reminded governors that this was her last time as the FCC LGB Clerk and that Anne Lynn would be in contact re a replacement service provided by OCC. It was highly likely that this would</p>	



	necessitate future meetings being held online. SG was thanked for her efforts in supporting the FCC LGB at short notice.	
	<p>AB thanked all for attending. Next meeting will be on Wednesday 4 May 2022 at 6.30 p.m. – 8.30 p.m. via Teams.</p> <p>The meeting closed at 8.42 p.m.</p>	