

**Minutes of the Full Governing Body Planning Meeting
held in the School on
Tuesday 1 November 2022 at 7.00pm**

Present:

Dr J Powell (Chair)	Dr B Naylor
Mr I Colling (Head Teacher)	Mr G Ellis
Mr N Arnold	Dr C Leitmeir
Mrs L Aird	Dr M Pobjoy
Mr C Harte	Miss H Pike
Mr I Brown	Mr J Bilson
Ms L Crossley	Mrs L Worville
Mr A Stanton	Mr N Jones

Absent: Mr N McLaren-Dobbie

In Attendance: Mrs W Willie (Clerk)

ACTIONS:

1.	Appropriate Person and the school’s response to police searches to be clarified with Mrs Martindale	Mr Colling
2.	Verbal submissions within Complaint’s Policy to be queried with BrowneJacobson	Mr Colling
3.	Complaint’s Policy to be finalised and sent to school office	Mrs Willie

1. Welcome & Apologies for Absence

Dr Powell welcomed everyone to the meeting and introduced Ms Lucy Crossley, Mrs Lindsay Worville, Mr Neville Jones and Mr Andrew Stanton, newly appointed Parent Governors. No apologies were received. Staff, including Staff Governors, were asked not to attend the meeting. Mr McLaren-Dobbie was noted as absent. The meeting was quorate.

2. Declarations of interest in respect of any items on the agenda & notice of any amendments to the Register of Interest

None.

3. Multi-Academy Trust (MAT) Presentation

Governors had been provided with a document from BrowneJacobson, ‘Taking the next steps – A guide to forming or joining a multi academy trust’ and an online document ‘The Ten Questions that every school should ask before they join a trust.’

Mrs Julie Swales, Executive Principle, Guilsborough MAT, was welcomed to the meeting. Mrs Swales presented on her experience of converting to a MAT. Confidential discussion held, please refer to confidential minute.

Mrs Swales was thanked for her presentation and left the meeting at 8.15pm.

4. **Safeguarding Update**

Document 'Safeguarding update for Governors, October 2022' produced by Mrs Martindale, Deputy Head and Designated Safeguarding Lead (DSL), had been circulated. Governors were informed that this document would be produced regularly to ensure that governors are kept up to date with key safeguarding issues. Additional safeguarding information will be provided to the Education & Welfare Pastoral Committee.

Mr Colling informed the governing body that sadly there had been a death of a young person in the local community due to substance abuse. The girl was a former student whose siblings attend the school. Mrs Martindale and Miss Tye, Assistant Head, represented the school at a strategy meeting held during the October half-term. A police investigation is currently underway.

Mrs Aird referred to the key changes made to Keeping Children Safe in Education 2022 (KCSIE 2022) detailed on the second page and the expectation for the school to have a written process for having an appropriate adult present if other organisations, particularly the police, need to speak with a student. **Mrs Aird asked if the Local Authority had provided advice on an 'appropriate adult,' as she is aware there is a lack of clarity on who is an appropriate adult.** Mr Colling stated they are still awaiting clarification and a written procedure is not yet in place. **Mrs Aird asked if the police requested to search a child, is there strong clarity on what the school's response would be.** Mr Colling to ask Mrs Martindale to clarify this. Miss Pike advised that if she receives clarification on this she will advise Mr Colling.

Action: Mr Colling

Mr Bilson asked if the school has the authority to refuse a request from the police to search a child. Mrs Aird stated that as a Headteacher she had refused entry to the police, although this was not related to searching a child. A school has the authority to refuse unless there is a person with appropriate authority. A school could refuse the request if there was no appropriate person present. If a Social Worker was present, the Social Worker would be assumed to be the appropriate adult.

5. **Compliance**

a) Management Accounts

Accounts for Period 1 had been made available on GovernorHub. Mr Lenhan, School Business Manager, has produced the outturn for Period 13 for the Finance & Resources Committee. The current financial position is looking healthy.

b) Risk Register

Mr Colling and Mr Ellis are working on a new format Risk Register which will be presented to the Finance & Resources Committee prior to being presented to the Full Governing Body (FGB).

c) Complaint's Policy

Mr Colling advised that he is currently dealing with six open complaints.

BrowneJacobson have reviewed the current Complaint's Policy and have updated the policy, with an updated policy provided on GovernorHub. Mr Colling explained that the new policy clearly clarifies that Stage 3 of the policy, which involves a governors' panel, will look at the outcome of Stage 2. Stage 3 will not look at the complaint again.

Miss Pike asked if someone is allowed to make a complaint by telephone, adding that she feels that complaints should be received in writing. Mr Colling said that it should be inclusive for people who can't write. Mr Colling to query with BrowneJacobson verbal submissions. **Action: Mr Colling**

Mrs Aird asked if there is protection against vexatious or repeated complaints. Dr Powell said yes, timeframes are in place.

It was confirmed that the current complaints would continue to be dealt with under the existing policy.

With no further questions raised, it was proposed that the new policy be adopted with immediate effect. All governors voted in agreement with the proposal, motion carried. **Action: Mrs Willie**

6. Any Other Business

a) Reappointment of Community Governor, Dr Jane Powell

It was proposed that Dr Jane Powell be reappointed as a Community Governor with effect from 1 December 2022. All governors voted in agreement with the proposal, motion carried.

7. Date of next meeting – Tuesday 6 December 2022

- FGB & Auditors Presentation 6.00pm
- AGM 8.00pm

There being no further business the meeting closed at 8.45pm.

Signed..... (Chair)

Dated.....