



## BOLDER ACADEMY

### FULL GOVERNING BODY MEETING MINUTES

Company Registered Number: 8932893

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**Chair:** Andrew Dodge  
**Clerk:** Rebecca Wilson (RW)  
**Date of meeting:** 2<sup>nd</sup> February 2021 at 8:00am  
**Venue:** Remote meeting due to COVID-19

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**Attendance:**

Name	Governor	Other	Present / Apologies / Absent
Rob Collie (RC)	Appointed by Trust		Present
Andrew Dodge (AD)	Appointed by Trust		Present
Victoria Eadie (VE)	Appointed by Trust	Also a Member	Present
Bethan Jones (BJ)	Staff Governor		Apologies
Jo Killingley (JK)	Parent Governor		Present
Wendy Smith (WS)	Appointed by Trust		Present
Heidi Swidenbank (HS)	Ex-officio	Headteacher	Present
Eileen Sheedy (ES)	Appointed by Trust		Present
Birinder Tember (BT)	Parent Governor		Present
Kate Biant (KB)		School Business Manager	Present

The meeting was declared quorate.

Agenda item	Action
<p><b>1. Apologies for absence</b></p> <p>Apologies were received and accepted for BJ.</p>	
<p><b>2. Declaration of interest</b></p> <p>No Governor declared an interest that may conflict with the meeting agenda. No Governor highlighted a change to their declaration of pecuniary interest.</p>	
<p><b>3. Minutes of previous meeting (1 Dec 20)</b></p> <p>The minutes were approved as a true and accurate record of the meeting. The Chair signed the minutes and emailed them for filing. AD noted that the minutes did not capture the ratification of the Financial Scheme of Delegation (Item 11), which had taken place.</p>	
<p><b>4. Matters arising/actions</b></p> <p>AD confirmed that VE engagement with staff regarding wellbeing was currently on hold.</p>	
<p><b>5. HT verbal report</b></p> <p>HS confirmed that about forty students are on site, and additional requests regarding attendance are being received. The school has worked hard to ensure the most vulnerable attend, although this is a struggle with some families. HS confirmed that she has met with Educational Welfare, Early Help and Social Services to unpick concerns regarding delays to referrals; the meeting was constructive and hopefully the situation will improve. Ninety Chromebooks have been leant out and student engagement has been excellent, with staff chasing those students who are not in lessons.</p> <p>Q: A Governor asked if students were using their own device if they have not received loan equipment.</p> <p>A: HS confirmed that this was the case and that a survey of IT support has been completed; she is satisfied that the school has met the need.</p> <p>Q: A governor questioned if this approach was sufficient and asked if all students should have a school laptop.</p> <p>A: HS explained that the school has not followed this path because it is not felt there is a need. She also acknowledged that the amount of screen time was an issue that needed to be managed.</p> <p>Q: A Governor asked if Wi-Fi access was sufficient.</p> <p>A: HS explained that connectivity was a bigger issue and SIM cards have been issued to those families who have asked; 97% of students are able to access the internet. The school has been worried about attendance of the 3% of students who do not have access. This has been followed up with Educational Welfare Services, the aspiration being for these students to attend school.</p> <p>HS confirmed that online assessment has taken place and reports will be issued next week. The school will respond to the points raised in the student, staff and parent surveys that have been circulated, recognising that six hours of online lessons a day is intense. Induction back into school will also be considered. HS recognised that additional work is required to support low prior attaining Pupil</p>	

Premium children. The school is also planning on launching an e-learning reading platform, recognising that the current system is not suitable.

Q: A governor asked how lateral flow testing was going.

A: HS confirmed that there had been no positive tests to date.

Q: A Governor asked how the testing was going for children.

A: HS confirmed that students were testing themselves.

AD asked that the preparation that had taken place over the Christmas holidays be outlined to the Board. HS acknowledged the support provided by the Hounslow Headteacher group and thanked KB for setting up the system over the holidays. KB confirmed that there had been a lot of work up front, but key information was lacking. She highlighted that the volunteers had been amazing, and the system has now been scaled back due to reduced attendance; students have found the testing easy.

HS confirmed that staff are delivering live lessons or part recorded lessons, with all pupils accessing the same content. Wellbeing is a key consideration and has been captured within the curriculum. A wellbeing practitioner also attends school and offers 1:1 confidential support to those who need it. HS confirmed that the risk assessment has been updated to capture the current situation. She emphasised that staff have been excellent and have been incredibly flexible, adaptable and have maintained high standards. Staff and students are missing social interactions and assemblies have therefore been introduced, as well as a form time session each week. Staff CPD has continued with workshops run for middle and senior leadership, and also a LGBTQ+ training session for staff. Staff have also been encouraged to share best practice regarding live learning. Primary workshops will be set up after half term.

Looking ahead, differentiation is a key consideration. Team teaching is being used to help facilitate support, and TAs are also being actively used. Online learning tends to be a mix of recorded and live lessons as well as online form time, and the curriculum will be reviewed on return to school. VE highlighted the value of starting the day with form time, ensuring a positive start and the opportunity to address issues early. HS confirmed that pastoral managers are targeting students who are slow to get started and recognised the need to have informal time for social connection. AD confirmed that he has spoken to Adam Walthaus who recognised that the impact of pastoral managers has been invaluable.

HS highlighted that they were working with parents around the options process, with two parent Q&A sessions planned. The staff recruitment process has also started and is about halfway through. Internal appointments have seen the Head of Science promoted to Assistant Head and the Deputy Science promoted to Head of Science. A Premises Manager has also been appointed. Considering student recruitment, HS explained that there has been a slight drop in numbers across the Borough. She confirmed that 694 students have applied for Bolder, with 128 listing it as their first choice; a drop of 8 which highlights the impact of Chiswick School. It is hoped that the Year 7 intake in September will be full.

Safeguarding has been a top priority and is being managed extremely closely. HS confirmed that the new building is at an exciting stage and the school is tendering for cleaning and catering. The next steps regarding remote learning will be driven by parents, who have highlighted that communication from the school is excellent. The requirement from a break from screens has been acknowledged. Assessment is also being considered, which will give parents an indication of how their child is doing.

Q: A Governor highlighted that attendance was high at 97% and asked how it was calculated.

A: HS confirmed that it reflected lesson attendance and was accurate. VE highlighted the value of communicating attendance and engagement to parents, which can easily be tracked. HS confirmed that students undertake a quiz at the end of each lesson to confirm engagement and understanding; concerns are followed up with a phone call. KB highlighted that Teams has analytics which can also monitor the level of engagement.

HS updated Governors on plans for Ofsted and AD recognised the value of Governors understanding the documents (SEF and ADP) that have been circulated in preparation for Ofsted.

Q: A Governor referred to staff development and asked how new staff are being managed and supported in the current circumstance.

A: HS confirmed that subject reviews took place before lockdown and there was a clear understanding of the school's current situation. Staff are well known, and their needs are fully understood; CPD and support to staff continues. The requirement to balance this is recognised and Adam Bones is joining many online lessons to monitor teaching.

ES referred to the SEF and recognised the value of gradings and the type of language used.

## **6. Moving to the New Building**

HS explained that the new building was progressing well, and she had been given the option to move in either after May half term or in September for the start of the school year. She explained that a May move would require the S38 agreement, which relates to highways, to be risk assessed. AD explained that the Board are being asked to decide when the school move should take place.

HS highlighted that the biggest benefit of a May move would be to allow Year 10 to be settled as they start their GCSE lessons in September. There is also the significant benefit of being able to access the school facilities such as the dining hall and PE facilities. KB also highlighted that more staff will be available to support a move in the summer term. HS explained that an early move could be a disadvantage if Ofsted were to visit. There would also be a week with no children on site in order to support the move, when both sites will be closed, and the IT infrastructure will be moved. HS recognising the level of disruption students have already managed this year. Remote learning would continue during this week, with teachers engaging through their laptops, although there would be limited facilities such as interactive white boards.

Q: A Governor asked if there was a risk that the building would not be finished.

A: HS confirmed that it will be finished.

VE highlighted that an early move will help to mitigate snagging problems, recognising that disruption is inevitable. ES agreed with this point and recognised the value of allowing students to access outside space.

Q: A Governor queried the flexibility of the current contracts with The Green and London Road.

A: KB confirmed that there was no penalty for early release against either contract. The Board discussed the advantages and disadvantages of an early move in more detail and were unanimously supportive of it. RC highlighted the importance of understanding risk and managing any negative publicity.

Q: A Governor questioned the scope to formally recognise the opening of the school.

A: HS explained that parents, staff and students have yet to see the building and a formal opening in September would be a better option. She confirmed that she will inform parents, who need to be made aware of the week of remote learning.

## 7. Chair's verbal update

AD highlighted that he had attended the staff briefing before Christmas to thank staff, on behalf of Governors, for all they have done. He had also thanked TPET staff and Trust Members for their support as well as David Brockie at Hounslow and Shane Billingham at the DfE. He has also communicated appreciation for the amount of work undertaken by the SLT and also the positive support that has been provided to the school and HS by Public Health Hounslow.

AD confirmed that he had met with Adam Walthaus last Friday who is the DSL. AD outlined his safeguarding report to the Board and recognised that the school has been proactive in encouraging services to work together. A mental health and wellbeing discussion has been arranged for parents and carers and Parent Governors are encouraged to attend. There have also been slight updates to the safeguarding policies now the UK has left the EU.

*ES left the meeting*

## 8. Tendering

KB confirmed that the school has gone out to tender for both cleaning and catering and has received a healthy level of interest. RC confirmed that Sky procurement have confirmed that the process is comprehensive. KB highlighted that catering will be the greater challenge and tasting sessions are unlikely to take place.

## 9. Latest management accounts

RW confirmed that Governors have seen the finance paperwork up to December.

## 10. Policies

Governors ratified the following policies:

- Governor allowances
- Admissions Policy (2022-23)
- SEND Local Offer
- SEND Policy

## 11. AOB

RC highlighted that Sky looking at fundraising for June, to target September opening. VE recognised the positive feedback from their wellbeing survey and confirmed that she was happy to meet with staff online after half term to discuss wellbeing. KB thanked VE and TPET staff for their feedback regarding their approach to testing students.

VE

## 12. GB confidential minutes (1 Dec 20)

The minutes were approved as a true and accurate record of the meeting. The Chair signed the minutes and emailed them for filing.

### Next meeting date

- Tue 30 Mar 21 at 8am, remote meeting

Meeting ended at 9:20 am.

**Signature:** 

**Name of  
Chair:** Andrew Dodge

**Date:** 30<sup>th</sup> March 2021