



BOLDER ACADEMY
FULL GOVERNING BODY MEETING MINUTES

Company Registered Number: 8932893

Chair: Andrew Dodge

Clerk: Rebecca Wilson (**RW**)

Date of meeting: 18th May 2021 at 8:00am

Venue: Remote meeting due to COVID-19

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		Present
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>1. Apologies for absence</p> <p>All Governors were present.</p>	
<p>2. Declaration of interest</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>3. Minutes of previous meeting (30 Mar 21)</p> <p>AD highlighted that page 4 of the minutes (Item 13) should be amended to read page 4, and not page 87. Following this edit the minutes were approved as a true and accurate record of the meeting. The Chair signed the minutes and emailed them for filing.</p>	
<p>4. Matters arising/actions</p> <p>All actions were completed or highlighted for discussion later in the agenda.</p>	
<p>5. Annual review of complaints</p> <p>HS updated the Board on the complaints she has managed:</p> <p>Autumn term:</p> <ul style="list-style-type: none"> - 2x Stage 1 – Closing the year bubble down due to Covid - 1 x Stage 2: Relating to sports provision. - 1x Stage 1 – Staff supervision <p>Summer term:</p> <ul style="list-style-type: none"> - 1 x Stage 1: Uniform - 1 x Stage 1: Wearing Masks - 1 x Stage 1: Carer raised concern about school referring to Social Services. <p>AD confirmed that there was no pattern, and there were no concerns to highlight to Governors.</p>	
<p>6. HT Performance management – appoint panel & adviser</p> <p>AD confirmed the panel for Headteacher Performance Management: AD, VE, RC. He explained that the external adviser had yet to be confirmed. VE confirmed that she could take on this role to initiate the process, prior to an external adviser being appointed.</p>	
<p>7. HT summary report</p> <p>HS explained that she has been managing a sharp increase in positive tests amongst the student body. At the end of last week 20 students and one member of staff had tested positive. A further three members of staff have tested positive over the weekend, with eleven asked to isolate. She confirmed that PCR testing has been requested for all staff and students. Once the results have been confirmed the aim is to get back to normal and run the planned activities. HS explained that the situation is unfolding, and she is working closely with Public Health Hounslow. Parents are</p>	

supportive having partially closed the school and staff are clearly upset having planned this week in detail. HS confirmed that she expects feedback from staff regarding test results later this afternoon, which will inform planning for the remainder of the week. She outlined the activities planned to Governors.

Q: A Governor raised concerns that not all staff have been vaccinated.

A: HS explained that some staff who have been vaccinated are testing positive, with two members of staff testing positive having received both vaccinations.

The Board acknowledged that this feedback was concerning and recognised that students were just settling into routine after Easter.

HS highlighted that there has been an increase in the most vulnerable students presenting, particularly those with previous trauma in their lives. She confirmed that the Aspire group continues to offer internal alternative provision for eight students. Three of the eight will start lesson reintegration, and each week all students have attended Jamies Farm. A second group of students, who are the most vulnerable in Year 9, will also attend Jamies Farm next Tuesday. A total of 24 students from all year groups are also receiving one to one coaching support from the Behaviour Mentor. Impact is being assessed, and it is currently early days. HS highlighted that the counselling service was experiencing increased demand which outstrips current resources. The school is currently managing a waiting list, and this will be reviewed for next year.

Students have chosen their options and the new curriculum model will be on the website by the end of the school year. The Read Write Inc project is in the early stages although there is a positive impact on confidence; this will be evaluated at the end of the summer term. Sky continues to support the school and students have been involved in filming at the new building. Students very much appreciated access to the new building and are looking forward to next year. HS confirmed that over 230 students are taking part in after school activities and listed the opportunities on offer. The Head of Sport will join in September and is currently looking at next years' offer. Transition has been updated on the website and a summer school is being planned for the holidays. Referring to Read Write Inc, VE highlighted that she believes it is effective but is very labour intensive; Springwest may consider an additional member of staff. HS endorsed this point and confirmed that she will consider resources for next year. ES highlighted that within primary, writing and composition is the main area of concern across Hounslow schools.

HS confirmed that staff have been phenomenal and have worked extremely hard and been very supportive. Recruitment is healthy, with a possible risk against languages due to the late resignation of the head of department. The intent is to recruit two TAs and a cover supervisor. It is also necessary to recruit a maths teacher due to a resignation. Staff induction is planned for 28 Jun.

Q: A Governor asked if induction was in person or virtual.

A: HS confirmed the aspiration to try and meet in person.

HS confirmed that several staff are still on probation, and it is expected that they will take up permanent positions. She also highlighted the requirement to have a more formalised approach to absence meetings for three members of staff.

Q: A Governor asked what an absence meeting was.

A: HS explained that it was a more formalised trigger point for absence away from school.

HS highlighted that Hounslow are considering setting up a centre for SEND provision to open in Sep 22, although the date may be brought forward. Discussions will continue throughout next year. She also highlighted that a business case to the DfE for £210k for IT equipment has been supported. The old buildings are packed and

ready to move on Thursday, and an induction programme is planned for students and staff in the new building.

Q: A Governor asked if the implementation of the Behaviour Policy in the new building had been considered.

A: HS explained that to date it has not been possible for staff to be fully involved with the new building. Movement around the school has been planned and staff will go through an induction process next week. Feedback on the implementation of the Behaviour Policy in the new building will be considered at the next meeting.

AD acknowledged that £210k for IT was a significant achievement.

Q: A Governor asked who would manage the SEND centre.

A: VE confirmed that the school manages the staff, with the wages paid by Hounslow. HS confirmed that she will link in with relevant staff at TPET.

RW
(Agenda)

8. Workforce diversity at Bolder

AD explained that he wished to have a discussion regarding workforce diversity. Governors outlined the approach taken by their employers regarding diversity and outlined the challenges faced. The Board recognised the importance of diversity, which should be reflected in the Governing Body and school staff. It was also recognised a school's location strongly influences its diversity and HS highlighted that staff appointments are dependent on the applicants. WS highlighted that her primary school was reviewing the school website for SEND and inclusion, recognising that this is a western concept and easy access must be available to the whole school community. ES also highlighted the challenges of recruiting male teachers within the primary sector. The Board recognised the requirement to increase its diversity and AD confirmed that he will see if external engagement can be arranged; this will be reviewed going forward. It was noted that Sky has appointed a Diversity Officer.

AD

9. Chair's verbal report

AD highlighted that he had attended a webinar put on by The Stage publication which looked at how theatres were working with schools. He reported that the DfE and Ofsted have proposed a staff wellbeing charter. The DfE have also announced that money will be allocated for a trained mental health lead in every school by 2025. ES highlighted that auditors at her school have asked to see all transactions for purchases that relate to wellbeing, highlighting that this is frowned upon.

10. Development Session 15th June

AD confirmed that the development session will be limited to one and a half hours and highlighted areas of focus:

- Decide who will meet Ofsted.
- Get Governors to speed in general.
- Look at questions from The Key.
- Look at areas of focus already identified by Ofsted.

VE highlighted that it would be useful to revisit the Ofsted Framework and a data information pack would also be useful. WS confirmed that a briefing paper will help Governors prepare and AD highlighted that Ofsted are likely to visit in the autumn term.

11. Policies

Governors ratified the following policies:

- Supporting Pupils with Medical Conditions
- Allegations of Abuse Against Staff

- Recruitment and Selection Policy for Employees and Volunteers
- Biometrics Policy
- Fire safety Policy
- Anti Bullying Policy

Referring to the Biometrics Policy, Governors requested that pages be numbered. KB confirmed that additional fire wardens will be trained for September. AD worked through a number of points highlighted by the lawyers in the Recruitment and Selection Policy for Employees and Volunteers:

- 1.8: Include additional wording.
- 4.1: Include regarding vacant positions.
- 4.3: Comment is noted.
- 8.1: This will be actioned.
- 9.1: Yes, this is acceptable.
- 9.2: This is already in place, against two points.
- 9.4: This is already in place.
- Bottom of page 13: Volunteers will remain supervised.

12. Latest management accounts

RW confirmed that Governors have seen the finance paperwork up to March. VE highlighted that a pay increase of 1.5% is expected for support staff; Ndullee Stevens is currently reviewing the budget. The board noted this point. RC confirmed that the school was in a good financial position, noting that the forecast deficit for this year has not been as bad as originally thought.

13. AOB

AD highlighted that BJ will be leaving the school at the end of this year to take on a Head of Maths appointment. He congratulated her on her promotion and highlighted that a new Staff Governor will be required next school year.

It was agreed that the next meeting will take place at the school. Next school year for each term, one FGB meeting will be at the school and one will be remote. It was agreed that the FAR Committee will remain virtual, as will the Development Session.

AD highlighted that a site visit will take place at the school on 2 Jun at 11am, with AD, BT and RC available to attend.

RC suggested that the Board meet for dinner, and it was agreed this would take place on Wed 30 Jun at the Coach and Horses; further information will follow. AD wished HS the best of luck for the remainder of the week and hoped the planned activities would be able to take place.

RC

Next meeting date

- Tue 29 Jun 21 at 8am, Bolder Academy

Meeting ended at 9:15 am.

Signature:

Andrew Dodge

Name of

Chair:

Andrew Dodge

Date:

29th June 2021