



BOLDER ACADEMY
FULL GOVERNING BODY MEETING MINUTES

Company Registered Number: 8932893

Chair: Victoria Eadie

Clerk: Rebecca Wilson (**RW**)

Date of meeting: 5th December 2023 at 8:00am

Venue: Meeting in school

Attendance:

Name	Governor	Other	Present / Apologies / Absent
Rajiv Chandra (RC)	Co-opted Governor		Present
Victoria Eadie (VE)	Appointed by Trust	Also a Member	Present
Fran Heaphy (FH)	Staff Governor		Present
Andrew McCaffer (AM)	Appointed by Trust		Present
Wendy Smith (WS)	Appointed by Trust		Present
Heidi Swidenbank (HS)	Ex-officio	Headteacher	Apologies
Eileen Sheedy (ES)	Appointed by Trust		Apologies
Carin Thakrar (CT)	Parent Governor		Apologies
Kate Biant (KB)		School Business Manager	Present
Greg George (GG)		Finance Director	Present
Adam Bones (AB)		Deputy Head	Present

The meeting was declared quorate.

Agenda item	Action
<p>1. Meeting with Head Boy and Girl</p> <p>Governors welcomed the Head Girl to the meeting and asked her to share her experiences of Bolder. The Head Girl explained that she had been at Bolder since Year 7 and was now in the Sixth form. She shared her experience of Sixth Form and explained what had been different and what had been expected. She also outlined her role in the school and the approach taken in the first term. The Head Boy was also welcomed to the meeting, and it was explained that he joined the school in September and is also a member of the sports academy. He explained his reasons for joining Bolder and his focus on cricket, recognising that the academic element was also very positive. He explained that he heard of Bolder through Instagram and has committed to a long train journey to attend the school. The sports academy dynamic was discussed in further detail, coupled with how this element sits alongside the academic requirement. VE thanked the Head Boy and Girl for their feedback and confirmed that Governors would be happy to engage further at any stage if they had points that they would like to raise.</p> <p><i>The Head Boy and Girl left the meeting</i></p>	
<p>2. Apologies for absence</p> <p>Apologies were received and accepted from HS, ES and CT. AB was welcomed to the meeting in HS place.</p>	
<p>3. Declaration of interest</p> <p>No one declared an interest that may conflict with the meeting agenda.</p>	
<p>4. Minutes of previous meeting (3 Oct 23)</p> <p>The minutes were approved as a true and accurate record of the meeting and will be signed by the Chair at a later date.</p>	
<p>5. Matters arising/actions</p> <p>The following points were highlighted:</p> <ul style="list-style-type: none"> - School data. VE confirmed that data needs to be shared in the 4Matrix format, and Governors may need some background information or training to be able to engage with the data. <u>AB confirmed that he will ask for a short guide on 4Matrix for Governors. He also confirmed that data will be shared at the FGB meeting in March.</u> The final validation of the data will be complete in January. - Governor recruitment. VE confirmed that the school is managing the parent governor election process. She highlighted that the school can no longer have a staff governor, and that governor recruitment remains a priority. VE asked that Governors engage with their networks and <u>RW confirmed that she will link in with Andrew Dodge to see if he has an old advert. WS confirmed that she will engage further with Inspiring Governors. AM also agreed to engage via LinkedIn.</u> - Visit – SEND provision. <u>WS confirmed that she would like to engage with the SENDCo regarding the new provision, and VE confirmed that she will engage regarding this visit.</u> - Safeguarding training. <u>RW confirmed that she will follow up regarding safeguarding training, which the school has initiated for governors. Wider training was discussed</u> 	<p>AB RW (Agenda)</p> <p>RW RW/WS AM WS / VE</p> <p>RW</p>

in further detail, and it was agreed that PEX case studies will be considered at the development day.

6. **Committee Terms of Reference**

The Board agreed both Committee Terms of Reference, noting that there had been no updates.

7. **Companies House Annual Return**

It was noted that the Annual Report was agreed at the AGM.

8. **Membership – Parent Governors**

Covered at Item 4.

9. **Headteacher's Report**

AB referred to the **Quality of Education** element of the Headteacher's report and highlighted that several lesson visits were conducted just before half term. They focused on Year 11, Year 12 and Key Stage 3 provision and captured strengths, next steps and subsequent actions. Greater clarity is required regarding coursework deadlines, and greater consistence is required regarding books. Homework is being looked at in further detail, in response to student feedback. Referring to SEND provision, AB suggested that Governors visit school to view the provision linked to the Green Zone. Several SEND interventions were outlined in the report, and external oversight has also been provided by the Local Authority (LA). VE highlighted the value of the feedback regarding changes to SEND provision.

Q: A Governor asked if the school continues to undertake deep dives against subjects.

A: AB confirmed that year group focus was the aim of initial scrutiny at the start of the school year. Lesson visits will be a focus for the spring term, recognising the need for greater scrutiny regarding books. Come the summer term, the focus will move to Departments.

Referring to **Behaviour and Attitudes**, AB confirmed that a rewards trip is planned for 18 Dec. Suspensions are lower compared to last year, noting an increase in the volume of detentions; this data is being analysed in further detail. Alternative provision is being offered for several students; further detail is captured in the report.

Q: A Governor queried what is meant by 'awaiting an EHCP placement'.

A: AB confirmed that he understands that specialist provision is anticipated following an EHCP assessment.

VE highlighted that the cost of waiting for specialist provision was significant for Bolder, and also expanded on the system involved with using West Thames College; Governors should monitor this point. Referring to attendance, AB confirmed that the overall figure was slightly above national.

Q: A Governor highlighted that the school was 25% down on suspensions and 26% up on detentions and queried the reasons for this.

A: AB acknowledged that the reduction in suspensions was positive. He explained that the staff body has changed and includes less experienced teachers, which accounts for the increase in detentions.

Q: A Governor referred to the rewards trip, and asked if the approach was fully inclusive. They also noted the number of students attending and queried the cost of the offer.

A: AB explained that this an approach that is often used by schools, noting that the previous trip had been very successful. He confirmed that several criteria were used to confirm attendance, with the cost predominantly covered by parents.

Q: A Governor asked if the school had access to funding to support families with school trips, where needed.

A: AB confirmed that funding was available and where necessary students will be discreetly supported.

FH highlighted that she had to leave the meeting to teach. Governors wished her the very best at her new school and VE thanked her for her time and support as a governor.

Referring to **Personal Development**, AB highlighted that two scheduled days had taken place, when students are off timetable and engaging with a variety of activities; support was provided by Sky for the second day. All students in Year 11 also have a one-to-one meeting with a career advisor. The period six Being Bold lessons continue to be offered, and AB outlined the forecast for Duke of Edinburgh.

Q: Referring to Duke of Edinburgh, a Governor queried inclusivity and asked if cost was covered if needed.

A: AB confirmed that subsidies are in place, and fundraising opportunities are also being considered by sixth form students. RC highlighted that there was scope for Sky to support with fundraising.

Referring to **Leadership and Management**, AB acknowledged the value of the support provided by Accenture, noting the impact of the one-to-one coaching. A total of thirteen ECTs are supported across the school, noting that the level of provision is outlined in the report.

Q: A Governor asked if there was potential risk against any ECTs.

A: AB felt that at this point all ECTs are expected to pass and confirmed that they are well supported. Several providers offer training through the school day. Bolder is unable to release this many teachers, and instead the information is cascade to all following a more limited attendance.

SEND strategies were also shared as well as whole school training. AB highlighted an increase in requests to view CCTV footage and VE explained that the FAR Cttee had considered this point and supported a reduction to two weeks to keep footage; the CCTV Policy has been shared in the meeting papers.

Q: A Governor queried the amount of work involved with retrieving CCTV footage.

A: AM explained that this depends on if the exact time and location of the incident is known. KB expanded on the process of managing subject access requests, with a recent case taking weeks of staff time.

AB confirmed that student numbers and initial applications had been shared. He referred to the Sixth Form update and fed back regarding the open evening. There is a demand for psychology and business at A Level, which would retain students and is therefore being considered; the school is currently advertising for these subjects. The school is also exploring the Sixth Form offer with individual students and is actively managing retention. AB outlined survey feedback and the SLT have engaged with individual students. He reminded Governors that folders were an area of focus following lesson visits. The Sixth Form is off timetable on Wednesday afternoon, and students can access a spectrum of activities. Feedback from student voice is generally positive and future destinations are now a consideration.

Q: A Governor queried how often the school made use of alternative providers when the school cannot offer a specific subject, and queried if this could be efficiency option going forward.

A: AB confirmed that to date all subjects have been covered by the school, noting that Bolder offers a traditional set of subjects.

AB confirmed that recruitment challenges against the more creative subjects has meant that the school cannot offer these courses at GCSE. Acknowledging recruitment challenges against psychology and business at A Level, it may be necessary to partner with another school to facilitate these subjects. Expanding on staffing, AB confirmed that two members of staff were leaving the English Department at Christmas. It has not been possible to appoint against either post and the timetable will therefore be reviewed; both teachers have Year 11 classes. The DT vacancy remains unfilled, and AB also highlighted a likely turnover of staff this academic year. VE acknowledged the importance of Governors monitoring and supporting the school regarding staff turnover, recognising that there is potentially a piece of work linked to parental communication. VE emphasised the importance of Governors monitoring detentions, suspensions and permanent exclusions against every category, and ensure they understand the dynamic within the school and any potential trends; ethnicity data should also be shared.

10. FAR Committee Report

GG highlighted a minor change to the Financial Scheme of Delegation, authorising the Business Manager to countersign Bacs. VE confirmed that the Board unanimously supported this update.

11. Chair's Report

VE confirmed that she has engaged with HS through the term and thanked Governors for completing training.

12. Governor training and visits

VE confirmed that WS has visited the school several times as the Safeguarding Governor. CT has also met with FH in her role as Pupil Premium Governor and AM confirmed that he will arrange a H&S visit.

AM

13. Finance paperwork

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

14. Policies

Governors ratified the following policies:

- Admissions Policy 2025-26
- Allegations against staff
- Capability
- ECT
- Equality Diversity and Inclusion
- Grievance
- Supporting students with medical conditions
- Whistleblowing
- CCTV Policy
- Whole School Pay Policy

Policy already agreed by e-mail:

- Sickness and Absence Policy

15. AOB

VE confirmed that the Pay Committee had supported all recommendations made by HS, noting that they were routine, with teaches moving up one pay scale where eligible.

16. Next meeting date

- Tue 30 Jan 24 at 8am, via Teams

Meeting ended at 10:30 am.

Signature:

**Name of
Chair:**

Date:
