



**CHESTERTON
COMMUNITY COLLEGE**

**Chesterton Community College
Full Governing Body Minutes
13th May 2015**

CHESTERTON COMMUNITY COLLEGE
MINUTES OF THE FULL GOVERNING BODY (FGB) MEETING
13th May 2015

Present: Lucy Scott (Head), Simon Peyton-Jones (Chair), Jim Warwick (Vice-Chair), Katharine Hutchinson, Belinda Jones (from 8.45pm), Shelley Lockwood, Helen Arnold, Mark Little (Director of Finance and Resources), Jo Burroughes, Roger Mann, Eva Pepper, Mary Sanders, Andrew Kennedy, Kirsten Branigan, Colleen Lehane, Lucy Lewis, Donna Young (Assistant Head),

This meeting was quorate 15 Governors out of 17 present. (Quorum is a minimum of 9 Governors)

In attendance: Wendy Palmby (Clerk), Suzanne Izzard (Assistant Clerk)

Apologies: David Carter and Ayesha Tahir.

1. **Welcome:** The Chair extended his welcome to all Governors present and to the Staff members who attended the meeting. The Chair then went on to update the Governing body on the present membership. Ayesha Tahir has stood down as a Community Governor and Alistair Wayne as Parent Governor. Belinda Jones is coming to the end of her term as Parent Governor and consequently there is need for a Parent Governor election for two Parent Governors. We also now looking for three Community Governors and options for this were discussed. The Chair asked for expressions of interest for the Community Governors vacancies over the next two weeks.

Action: Arrange for Parent Governor

Election.

2. **Declaration of Pecuniary Interests:** None were declared.
3. **Register of Business Interests:** Simon Peyton Jones and Andrew Kennedy declared that they worked for Microsoft
4. **Minutes of the last FGB meeting (11/02/2015):** These were agreed by all Governors and signed as a true record and all actions had been completed.
5. **Matters arising:**
 - Donna Young updated Governors on the **Master classes** for Year 6 students that had been held at Chesterton which had been a great success.

Governors asked which feeder schools these students came from and Donna explained that all feeder schools had been invited to attend. The Head explained the difference in feeder schools responses, confirming that we had done our best to accommodate all requests; we offered free places to schools that were unable to fund their students.

Governors then asked about perhaps training the feeder school teachers and the Head explained we had trained some Primary teachers in Maths and had filmed English teachers which had been shared with the feeder schools.

- We also have an SSCO (School Sport Competition Organiser) in PE who works with the feeder primaries and there is a new music teacher starting in September who will link with these primaries too.

6. Policies for Ratification:

- Attendance and Punctuality Policy already agreed at by Pastoral Committee
- Physical Intervention Policy already agreed by Lloyd Brown with the Pastoral Committee
- SEND Policy already agreed by Lloyd Brown with the Teaching and Learning Committee

The above policies had all been reviewed by the relevant committees and were agreed and ratified at this meeting. **Action:** Clerk to send to IT for the website

7. Head Teachers Report:

The Headteacher went through the key points from her report which had been previously circulated to all Governors.

- The pictures of the New Build had been shared with the PTA on the previous evening.
- A lot of work had been done in relation to the School-centred initial teacher training (SCITT). After concerns with financial viability if we led our own SCITT, we are now pursuing the offer of becoming lead school and a member of the steering group in our current SCITT, with Linton, Bottisham and Comberton. This will still allow us to become a stand-alone SCITT in the future if we wished. A Governor asked about working alongside these outstanding schools and the Head explained we have links with them already. This would also bring more Trainee teachers into Chesterton at various points of the year. We can review the arrangements in a year's time. All Governors were happy with this proposal.
- The Head updated the Governors on the Cambridge Regional College (CRC) project and explained that CRC had met with all parents of fifteen students. The transfer process had been looked at carefully and CRC had asked for all the data. No student is going alone and they can still access the after school clubs at Chesterton if they choose to do so.

Governors asked about transition to sixth form and it was explained that this was still an option for these students at the right time. Governors asked that an explanation of the CRC project and the range of students participating be put on our website.

Action: Lucy Scott/Donna Young.

Governors asked about the financial arrangements and it was explained that the funding goes with the student. Governors also asked about the pathway to the University Technical College (UTC) and it was made clear that this was not so different to our curriculum.

- As a good school we can expect a one day visit from Ofsted every 2-3 years. The Inspectors will look at data and preparation for the new framework which is coming in June 2015. Donna Young is in her second term of training to be an Ofsted

inspector. We are holding Head of Faculty days to go through the data in more depth in preparation for these visits with useful feedback. These will be held each term and reported back to the Governor's Teaching and Learning committee.

The data is robust generally but we still have concerns about PP data and at the next Full Governors meeting we will be spending at least an hour on Pupil Premium (PP) data and Progress 8 training for Governors. We have two Governors attending Pupil Premium training with Governor Services, this term. The PP will be a standing item on all committee agendas going forward and this will include PP and PP+ as Looked after Children (LAC) data and how the funding is spent is also important.

Action: Clerk

It is important to look at numbers and cohorts of students and the Heads of House have done pen portraits for all students. The Data Dashboard is being made accessible to Governors and the Chesterton Reporting System (CRS) can be shared with Governors on a termly basis. We are looking at adding the PP section on the college website with anonymous case studies. Governors asked for the impact of the PP support on students.

Action: Clare Hargraves to summarise data to give a helpful accurate picture.

Action: Care Hargraves to present on the CRS

- A training day organised by Kath Hutchinson is focussing on support for low attainers and helping them make progress and these students are spending time with the Realising Potential leads. The next training day in June will have an Ofsted focus on motivation of students, by an outside speaker.

8. Staffing Update:

Senior leadership team changes

- Lloyd Brown has been appointed Head at a school in Kings Lynn, and Steve Erickson has been appointed Deputy Head at Thomas Clarkson and Governors were welcome to write to these members of staff if they wished.
- The Governors formally thanked Katrina Patterson for her term as Temporary Assistant Head.
- Timothy Spencer has been appointed Assistant Head, linked to Science at Chesterton
- Donna Young has been appointed Deputy Head.
- We are fortunate to have Rolf Purvis as Deputy Head and Peter Watts and Cathy Abrahams have been appointed Temporary Assistant Heads.
- Richard Auffret has been appointed Director of Curriculum.
- Four Assistant Heads of House have been appointed: Rhiannon Evans, Rebecca Gardner, Lettie Buxton-Witt and Kate Williams.

Action: To put in the Blog

We are appointing five Newly Qualified Canadian Teachers from a company called Engage Education. This will give us a new curriculum offering, more curriculum time and smaller groups. They will be starting in September and we are helping with the administration of accommodation. Other Secondary schools in Cambridge are also recruiting from the same company.

Other new appointments include Suzanne Marston as Head of Drama and Helen Briggs as Teacher of Music with provision for our students and primary feeder schools. Helen

together with our Head of Music, Anita Dawson, will provide music lessons for KS3 PP students.

Realising Potential (RP) posts: We have a Cultural co-ordinator, Nick Hewitt, who will make sure the PP students have an enriched curriculum experience. Nick has already had a great impact on the PP students. **Action:** Invite Nick Hewitt/Hannah Matthews to the next Governors meeting.

There are seven RP members of staff working in different subjects looking at cultural enrichment for the PP students. Therefore for a small investment we have gained a great capacity. Nick Hewitt and Hannah Walker, both ex Chesterton students, have been working with PP students and a former Head at St Bede's has been home/school tutoring some Year 9, 10 and 11s and will be over the summer.

9. New Build update:

Mark Little updated Governors on the New Build. This is a County Council funded project and there have been two stakeholder meetings so far. A Governor Steering group has been set up and also two parents with architectural backgrounds have been in to school too.

Mr Little went on to show pictures of the prospective new layout of the school with new facilities.

The Chair stated that now is the time to raise any reservations on this project, before a formal resolution is passed.

A Governor asked about timings and Mr Little stated that there may be a pause for twelve months and so probably by 2017-2018. If this project was suddenly given the green light it may move forward twelve months. There had been positive engagement on all sides.

The communication strategy was then discussed. A letter had already gone out and it would be discussed at an open Parents meeting. PTA parents had been spoken to and there would be another event towards the end of term. Pictures would be put on the website and students need to be engaged at the right time. The feeder primaries and the wider community would also need to be informed. Building would be put on hold during exam times and there would be minimal disruption.

Action: Mark Little/Richard Kirkby

10. A.O.B:

There will be an Open Afternoon for Yea 7-10 Parents and Students, which will be a hive of activity. This will be followed by the Proms in the Park event and an invite has gone out to all Governors.

The meeting closed at 9.40pm.