

Minutes of the Meeting held on Monday 29th March 2021 at 6pm
using Google meet.

Present: Muir Mathieson (Chair), Stuart Wilson, Alison Campbell-Black, John Gilbert, Amanda Arrowsmith, Graham Ayre, Rebecca Castledine & Andrew Wilson

Apologies: Eilis Cope, Caryn Roberts & Chris Baldwin

In Attendance: Hannah Kelly (Clerk), Glen Balmer, Emma Gray (to 18:27), Rob Reid (to 18:35).

1. Apologies

Apologies were received from Eilis Cope, Caryn Roberts & Chris Baldwin. These were accepted by all.

2. Declarations of Interest

There were no declarations of interest.

3. Governor Resignations / Appointments

There have been no resignations or appointments since the last meeting.

4. Minutes from the last two meetings dated 21st January 21 and 2nd March 21

The minute from the last two meetings were proposed for approval by MM; Seconded by AA; Agreed unanimously and signed by MM as Chair.

5. Action Point Checklist

SDB38: Deleted – no longer relevant

SDB39: Ongoing

SDB41: Ongoing

SDB43: Completed

SDB44: Completed

SDB45: Completed

SDB46: Completed

6. Governor Ratification of decisions by email between SDB meetings

The following resolutions were ratified by email since the last SDB meeting:

- Plagiarism Policy, Visitors to School Policy and Types of Behaviour and Likely Sanctions document (addendum to Behaviour policy) – 12th March 2021 (SDB)
- In Year Admissions – 1 x Y7 candidate – 24th March (Admissions)

7. Matters arising

There were no matters arising.

- *Items 10,11,12,13,14 were taken here, out of turn.*
- *Items 15 & 16 were taken here, out of turn.*

8. CBAT Update

SW gave a brief verbal update on the other CBAT schools and the Trust including an update on the new secondary school for Gloucester.

9. Joint Steering Group Update

SW gave a brief verbal update on the recent JSG meeting with Stroud High School.

10. Health, Safety and Wellbeing

No recent RIDDOR reportable incidents.

There was an accident in 6th form today, which resulted in a dislocated shoulder. The student was taken to hospital by another 6th form student.

Lateral Flow self-testing at home continues for staff and students.

There is expected to be an update post-Easter on advice concerning the wearing of facemasks within the classroom.

11. GDPR

There has been one breach since the last meeting. This was contained and not a reportable incident.

The appropriate form has been completed by the member of staff concerned.

12. Risk Register (**Confidential paperwork**)

There have been no changes since the last meeting.

Q: Are the students reporting the LFT results to the NHS?

A: Yes, they need to report it to the NHS and there is a form for them to report to school.

13. Finance & Facilities inc. Budget Update (**Confidential paperwork**)

13.1 Budget.

EG explained the detail for the February outturn.

Q: Did we get the refunds for the remaining two trips?

A: We are with the RPA. We were able to cancel the trips and we were paid promptly. Parents have been refunded. It was worked well for us – not all schools have been so lucky if they operate without the RPA.

14. Educational Visits

The current guidance for educational visits is that they can restart on the 17th May. Day trips will continue, but residential and overseas trips will be on hold until more guidance has been given. It is expected that the more expensive trips will not re-start until late 2022/23 to allow parents the time to pay in installments.

➤ *EG left the meeting at 18:27*

15. Safeguarding

RR gave a general overview of post-lockdown safeguarding within school and how school and outside agencies support students in need.

Two more members of staff have been DSL trained. There is now a named DSL for each Key Stage.

16. External Review of Safeguarding

An ex-HMI will visit Marling in June to provide a thorough external review of safeguarding procedures within the school.

➤ *RR left the meeting at 18:35*

17. School Improvement Plan

The 2021 plan has been reviewed – it has been a reactive rather than the proactive one which had been hoped for.

GB to update the plan over Easter and circulate to Governors.

- **Action:** GB (SDB42)

The plan for 21/22 is being developed. Input from staff, parents and students will be gathered through surveys. The aims and objectives will be ready by the end of T5 and launched at the Inset day after the June half term.

18. Link Governor Update

Plans were put on hold due to recent lockdown. GB hopes to re-start the process as soon as possible in a remote capacity.

19. Policies

The following policies had been agreed by email between meetings, but were formally ratified at this meeting.

- Plagiarism
- Visitors to School
- Types of Behaviour and Likely Sanctions

The following policy was ratified, following amendments made at the request of the SDB:

- First Aid Policy

The following CBAT policies were approved at their last meeting in December. These policies were shared with the committee for information:

- Adoption Policy (2021-23)
- Data Protection (2021-23)
- Violence and Assaults against school staff (2021-23)

20. Staff changes

SW updated the committee on recent staff changes, and known upcoming changes.

21. Staff Absence

SW shared information on staff absence to days this year broken down into short term and long term absence.

Q: Have you seen an increase in short term absence within the student body, now they are mixing again?

A: Not really. There has been an increase in seasonal illness at the Trust's primary schools, but they are younger and mixing more closely. The students here are wearing face masks, washing and sanitizing their hands and keeping their distance. This is all helping keep all other seasonal illnesses at a low level.

22. CIF update

A bid has been submitted to replace the roof and windows in East Campus block for the 6th Form. Asbestos was removed from the link roofing. This is now safe and secure.

Seeking a conversation with Stroud District Council to discuss the planning process regarding the Music Terrapin.

23. Headteacher's Summary Report

The content of the report had been discussed in previous items.

A full report will be given at the next SDB on 11th May

24. Grading Process for Years 11 & 13

JCQ guidance was released on 26th March.

Schools have to report on what students *can* do, not on their potential. Physical evidence is needed to support grade submissions. Assessment will continue throughout Term 5 to have sufficient data for moderation. Whilst we want to do our best for the students, we need to maintain our professional integrity. The process will be fair, transparent and rigorous. A policy to explain the process will be developed by April 30th and communicated to students and parents.

Q: What level of scrutiny and external moderation will there be?

A: We don't know at the moment. If it follows Northern Ireland approach, there may be random sampling of certain subjects in each school. If these raise any concerns, there will be more scrutiny in a wider selection of subjects.

Q: Are you working collaboratively with any other schools?

A: Only for where we have single teacher subjects (i.e. Music), otherwise we have our own internal moderation and standardization processes. We have put great care into our marking since it was announced that teacher assessment would be involved in the grading process. There is a national scaffold for moderation and assessment. SLT have been in dialogue with other local schools to benchmark processes. The plans are in line with other schools.

Evidence will be collated before the summer holidays in case there is an appeal and documented evidence needs to be submitted.

25. Complaints and Compliments

25.1 Complaints

There has been one Level 2 complaint regarding a lost EPQ exam certificate. This was successfully resolved.

There was a legal challenge regarding the wearing of masks, to which SW responded and there was no further correspondence.

25.2 Compliments

Parents have expressed gratitude regarding the return to school.

There have been many complements related to the LFT testing team – their work was extra-ordinary. They undertook 5,000 tests in 9 days from a standing start.

26. Any other Business

26.1 Governor Applications

JG and GA will leave the SDB in the Autumn.

An application form has been sent to a potential candidate.

26.2 Field across the canal

A discussion was had about this plot of land as the neighbouring land is being developed as a supermarket.

Q: Who legally owns the land?

A: We do

The meeting ended 7.20pm

The next meeting will be held on Tuesday May 11th at 4pm



11th May 2021