

Minutes of the Interim School Development Board Meeting  
 held on Monday 30<sup>th</sup> September 2024  
 at 6:30pm at Marling School

**Present:-** Jane Exworthy (JE, Chair), Alice Bailey-Yip (ABY), Sandra Barber (SB),  
 Duncan Cook (DC), Mwai Daka (MD), Jules Godfrey (JG, P),  
 Martyn Hewett (MH), Katie Hughes (KH, VP), Victoria Loubeau (VL),  
 Andy MacDonald (VP, AMacD) Maureen Shearman (MS)

**In Attendance:-** Rachel Jenkins (RJ, Clerk)

**Apologies:-** Alison Campbell-Black (ACB, Vice-Chair), Jo Roberts (JR)

Key
*Governor support, questions, and challenge
**Responses

**1. Welcome**

Chair welcomed everyone to the meeting and invited all attendees to introduce themselves for the benefit of the two new governors. Chair confirmed that Ayo Jimmy had now stepped down from the ISDB and thanked him for his service.

**2. Apologies**

Apologies were received from ACB and JR and these were accepted by all attendees. The meeting is quorate.

**3. Declarations of Interest**

There were no declarations of interest.

**4. Minutes from the Previous Meeting**

Minutes from the previous meeting dated 9<sup>th</sup> September 2024 have been circulated to the committee prior to this meeting.

- *The minutes were proposed by JE; seconded by SB and unanimously approved.*

## **5. Matters Arising and Action Points**

### **5.1 Action Points**

ISDB27: Ongoing  
ISDB41: Ongoing  
ISDB44: Ongoing  
ISDB45: Ongoing  
ISDB56: Ongoing  
ISDB57: Ongoing  
ISDB60: Ongoing  
ISDB62: Ongoing  
ISDB67: Ongoing  
ISDB68: Ongoing  
ISDB69: Ongoing  
ISDB70: Ongoing  
ISDB71: Ongoing  
ISDB72: Ongoing  
ISDB73: Ongoing  
ISDB74: Ongoing

## **6. Questions for Governors (Ofsted)**

DC has shared a document of Review Questions for Local Governing Bodies. An Ofsted Inspection is due and this crib sheet comprises a list of questions which the governing board may be asked about. DC talked through the key questions which might be raised. This document will need to be populated by Duncan along with Jane and Jo.

Link Governors for Safeguarding, SEND, Health & Safety and Careers will need to be appointed. Ideally a Curriculum Link Governor would also be included.

The school should invite new governors into school for visits and meetings with Heads of Departments. P made the point that ideally Link Governor visits should be made once a long term ie 3 times a year. DC mentioned that there is a SEND training day on Monday 7<sup>th</sup> October if any governors are interested.

For the purposes context for the new governors, DC explained that the ISDB was set up in October 2023 because the previous board was unable to give the appropriate time to governance. As of November 2024 a new SDB will be reinstated with the newly recruited governors in place.

From the meeting on 21<sup>st</sup> October onwards there will need to be a new Chair and Vice-Chair in place. Governors will email the Clerk with their nominations and expressions of interest in the Link Governor roles with substantiating information.

**Action (ISDB75): ALL**

Nick Dyer, Headmaster at The Crypt School, gave a presentation to Governors on 29<sup>th</sup> April giving an overview of what an Ofsted inspection might look like. Clerk to ask for this presentation and share on GovHub.

**Action (ISDB76): RJ**

## **7. Safeguarding Audit and Action Plan Update**

As from next meeting on Monday 21<sup>st</sup> October, Safeguarding Update will be the standing agenda item.

KH shared Safeguarding Update and this will be added to GovHub in due course.

Nationally, attendance should aim for 96% and this is not an issue at Marling School where attendance is 96.6%. Punctuality is more of a challenge with buses and trains being late or cancelled and students moving around the site.

With regard to absence, sickness is the major contributor.

\*A governor asked how long term absence was taken into account and whether this skewed the figures.

\*\*There is only one student who has persistent absence and this is due to mental health needs.

\*Another governor asked whether there is a particular difference between SEND and non-SEND absence.

\*\*KH confirmed that there is not a huge difference between the two. Chair requested that this information be provided on a regular basis as a particular area of interest.

A system of reward points has been brought in as respect through the school is low. Incidents of respectful behaviour needs to be better identified and rewarded as such. The school is working on building up recognition and demonstration of such behaviours.

KH explained that the school is building upon a public praise/silent sanction approach with positive rather than punitive emphasis. The highest award for a single action, a Marlingtonian, is worth 5 points and when a pupil reaches 150 points they will get a badge. This information will start to be reported in the newsletter.

There has been one suspension since the last meeting. This relates to a repeat offender who is up to 9 days so far. If this figure reaches 15 days in a long term this will trigger a panel.

There have been no permanent exclusions. One pupil has left the school to go into elective home education.

\*Given that there is no school counsellor at present, a governor asked whether this pupil had had access to some counselling.

\*\*The school gave the student time, support and he did have some counselling but his parents withdrew him from school because of his wellbeing.

There is one low level concern.

\*A governor asked what this meant.

\*\*KH confirmed that this could present in various ways - wherever there is a sense of something not being quite right it should be reported on CPOMS to help build an overall picture.

KH reported that the school's culture is changing with an emphasis on safeguarding being everyone's responsibility.

\*Strengths are clear with the report and policy good. What do we need to do as governors?

\*\*KH confirmed that the school is undergoing a culture shift and staff need to be empowered to deal with things themselves. Governors can support this.

\*A governor asked whether pupils would get 'bystander' training.

\*\*KH confirmed that students would get this via The Diana Trust.

\*A governor asked whether PHSE or Life Skills are taught every week?

\*\*This is being built on every year.

\*A governor asked how pupil behaviour outside school is supported?

\*\*KH emphasised that the school's approach is trying to give students a skill set within school that will support them outside school.

Moving forward, KH would like to do some outreach work with Stroud High School.

## **8. Policies**

### **8.1 Communication (with Parents & Students) Policy**

P has added some additional information and Chair has three small clarifications on this policy.

- *Subject to minor amendments, this policy was proposed for approval by JE; seconded by MH; and unanimously approved.*

### **8.2 Safeguarding and Child Protection Policy**

This has been updated with safer recruitment element included and added to the meeting file. Chair wanted to check that all the links were working. KH confirmed that she had checked them all to ensure that they were both up to date and working.

- *This policy was proposed for approval by SB; seconded by MS; and unanimously approved.*

## **9. Any Other Business**

Clerk notified the board that JE, ACB and JR would have their term of office extended on GIAS until 21<sup>st</sup> October 2024 to ensure compliance.

DC wished to thank the ISDB for all their hard work.

**15. Date of Next Meeting**

Monday 21<sup>st</sup> October at 6:30 pm, LCR in Marling School.

- *The meeting ended at 8:33 pm*