

Minutes of the meeting of the full governing body held on Monday 5th December 2022 at 4.30pm.

Present:

Mrs N Galloway (Chair)
Mrs J Harvey
Mr I Lindsay
Mrs A Preston
Mr T Rimmer
Mr C McConnachie
Mrs J Vila
Mr C Feeney
Mrs M Collins
Mrs N Harwood
Mr A Walker

Also Present:

Mrs E Wallace (Clerk to Governors)
Mrs S Khan (Observer – Deputy Headteacher)
Miss F Bate (Observer – Deputy Headteacher)
Mr M Pickles (Observer – Finance Director)
Mr S Stott (Observer - Director of Resources)
Mrs L Foley (Observer – Assistant Headteacher)
Mr L Jenkinson (Observer – SENCO)

Apologies:

Apologies received and accepted for Mr I Siddall and Mrs H Benwell.

Please note the Department for Education ‘urges governing boards to be pragmatic in what they cover in meetings during this time, and to be proportionate in the decisions that they are planning to take’. They expect governors to focus on ‘urgent, time-bound decisions’ and understand boards will want to ‘defer non urgent decisions/agenda items until future meetings’.

In addition, the National Governance Association (NGA) has advised paperwork be scaled back and verbal updates be provided wherever possible during this time.

2a. Governing Body Matters

a) Declaration of Interest.

There were no declarations of interest.

b. Membership of the governing body

The clerk welcomed Mrs N Harwood to the meeting.

3. Minutes of the previous meeting and any matters arising

It was resolved that the minutes of the previous meeting held on Monday 12th September 2022, having been circulated, be approved and signed by the Chair.

4. Matters Arising

- Academy Plan to be distributed to Governors - completed
- The clerk to inform Mr Feeney on appointment - completed
- Mr Pickles to provide updated accounts - completed
- Mr Stott to produce a document in relation to PP students and grades received – to be distributed to governors prior to the next meeting. Mr Stott
- Mrs Vila to circulate a new training brochure. - completed
- Mr Pickles to distribute a revised budget document – to be distributed prior to the next meeting Mr Stott

5. Auditors Report re 2021/2022 Audited Accounts (Jeff Bellamy from CWR Accountants will present the report) Finance Update

The annual financial statements to 31st August 2022 were distributed to governors prior to the meeting.

Mr Bellamy discussed the statements with governors. He outlined the various written reports within the statements and then specifically discussed pages 30 & 31 in relation to the income and expenditure for the academy and the balance sheet as at 31st August 2022.

Mr Pickles confirmed the net current assets as at 31st August 2022 were £344,000 (after allowances had been made for debtors, creditors and longer term commitments. This figure reflected the reserves that the academy held at the year end.

Mr Bellamy explained that the notes in the latter part of the accounts provided further in depth information behind the figures on pages 30 and 31.

He confirmed that the accounts were a true and fair reflection of the academy finances and that the audit undertaken was 'clean' meaning there were no items of concern.

Governors thanked Mr Bellamy for his clear explanations and summary as to the academy's financial position. Governors accepted the financial statements and they would be presented further at the AGM to be held the following week for a final further ratification before they are submitted to the ESFA.

Mr C Feeney entered the meeting at 17:10.

6. Theme Input – PSHE

Mrs Foley distributed the scheme of work to governors. Mrs Foley discussed the early adopters scheme for the new RSE content, to which Hodgson are a part of. She continued, explaining Sex Education and relationships are not discussed until the second half term, to allow students and teachers to build relationships before discussing more difficult topics.

Mrs Foley explained all the student teachers who are part of the SCITT complete a PSHE course to give them experience and confidence to deliver exciting and informative lessons. Feedback from students in relation to PSHE has been very positive with appreciation of discussing a range of topics.

Work experience is returning for Year 10's, allowing students to put into practice what has been taught during their PSHE lessons. There is a lot of support from parents, we work on building relationships with parents, informing them of topics that will be discussed in the lessons – survey feedback has resulted in workshops being offered to help parents discuss trickier topics with their children.

A governor asked if this is a published scheme of work.

Mrs Foley explained it is a published scheme of work with bespoke aspects contextualised to this area.

A governor expressed thanks for Y10 work experience returning.

A governor questioned whether students apply for these work experience roles.

Mrs Foley explained students are issued a self-placement form, to enable students to work in areas they want to. Many students work within parent/family businesses to gain experience.

A governor queried how challenging questions asked by students are handled.

Mrs Foley explained this is dependent on how these questions are asked and addressing these questions dependent on the students. There is an anonymous question box enabling students to ask questions they may find too embarrassing to voice in front of peers.

A governor suggested the anonymous question box in a communal area for all students to access.

Mrs Foley agreed.

A governor asked whether students could communicate questions from home.

Mrs Foley stated she often receives emails from students asking a range of questions.

A governor expressed concern with a student asking a question anonymously regarding being bullied and not receiving a response directly due to anonymity.

Mrs Foley explained questions are answered across lessons to ensure all students receive the answers.

7. Policy Renewal:

- Admissions
- CEIAG
- Charging & Remissions
- Children with Additional Needs Who Cannot Attend School
- Complaints
- Data Protection – Included Records Management and retention & Disposal
- Educational Visits

- **Equality Statement**
- **Health & Safety**
- **Internal Financial Regulations**
- **LAC & PLAC**
- **SRE** – To be ratified at next governors meeting.
- **Grievance**
- **SEND**
- **Whistleblowing**
- **Supporting students with Medical Conditions**

Mr
Pickles/

Mr Stott/

Mr Siddall

A governor asked for policy changes to be highlighted in red.

The board agreed.

All policies ratified by the governing board.

8. **Headteacher's report**

The Headteacher's report was distributed to governors prior to the meeting.

Governors thanked and applauded Mr Pickles for his years of work at Hodgson and wish him luck on his retirement, he will be greatly missed.

Congratulations to Mrs J Harvey on her appointment as Director of HR and Operations.

The Chair asked for those governors who have not completed the safeguarding training to do so.

A governor discussed the drop in exclusions.

Mrs Khan explained this is a combination of behaviour improvement plans, the on-call system and the newly implemented recovery room, which allows students to calm down in a safe and quiet environment before returning to lessons.

Miss Bate added the inclusion room is now near the front of school and is isolated instead of being centralised, which makes it a less attractive destination.

A governor questioned if the recovery room had been reintroduced.

Mrs Khan explained this a new idea, allowing separation of students in inclusion and those in pastoral.

Governors expressed thanks to Mr Day and the team in regards to a permanent exclusion where parents had written in to thank Mr Day for all his work with a student. Governors discussed the sixteen pages of interventions that had taken place.

9. **Educational Visits**

The Educational visits document was distributed to Governors prior to the meeting.

Governors approved the Austria Ski Trip and New York trip for 2023.

10. Governor training and development

Mrs Vila distributed a training brochure to governors and asked governors to inform her of which courses they would like to sign up for.

11. Risk Register

There are currently no changes to the risk register

12. Confidentiality

There were items discussed in points 6 and 8 deemed to be of a confidential nature and minuted as such.

13. AOB

A governor discussed a safeguarding meeting with Miss Bate and was pleased with conversations.

14. Date and time of next Meeting

The next full governors meeting to be held on Monday 30th January 2023 at 4.30pm.