



THE
JOHN
ROAN

ROYAL BOROUGH OF GREENWICH

Minutes of the full governing body meeting held on the 26th September 2016

Governors present; Mrs C Whatford, Ms C Wensley, Ms F Fraser, Mr N Ballantine, Ms L Nelson, Ms L Karlsen, Mr C Strong, Ms C Farrant, Mr L Thomas, Mr R Wilson, Ms R Booth, Mr B Dhesi and Mr L Boudjemaa.

Mrs J Scott was also in attendance.

1. Apologies

Apologies for absence had been received from Mr P Cooper.

2. Declaration of Business Interest

Governors were reminded that they must declare any pecuniary or other interest with regard to the published agenda. No declaration was made.

The governors completed compliance forms; register of business interest and annual declaration, all forms would be retained in the school office.

3. Governing Body Committee Structure

The governing body agreed that the following committee structure should be confirmed;

Resources	Achievement and Standards	Action Plan Monitoring Group
Mrs C Whatford	Mrs C Whatford	Mrs C Whatford
Ms C Wensley	Ms C Wensley	Ms C Wensley
Mrs C Farrant (chair)	Ms S Pritchard (chair)	Mr C Farrant
Mr L Boudjemaa	Mr N Ballantyne	Ms S Pritchard
Mr B Dhesi	Ms R Booth	Ms L Karlsen
Ms L Nelson	Ms F Fraser	
Mr C Strong	Ms L Karlsen	
Ms D Turner (attende	Mr L Thomas	
	Mr R Wilson	

After discussion it was agreed that the establishment of an Inclusion Committee would be deferred until after the commissioned review by Thomas Tallis.

The Pay and Pay Appeal Committee will be deferred until the next meeting – governors were reminded that the membership of these committees must be made up from governors who are not employed at the school.

The CLA, SEND and safeguarding named governor was confirmed as Ms Fraser it was agreed that Ms Fraser’s name would appear in the policies. **APPROVED.**

The Headteacher’s reviewing governors were confirmed as Mrs C Whatford, Mr C Strong and Ms L Karlsen.

Terms of reference would be discussed at the first committee meetings, it was agreed that the model ones would be considered alongside any existing ones.

The Action Plan Monitoring Group would meet every two weeks, the minutes from those meetings would be shared with governors apart from any that are deemed to be confidential.

Linked governors were discussed and the following was agreed;

Stretch and challenge	Ms L Karlsen
Literacy across the school	Ms C Farrant
Pupil Premium	Ms L Karlsen
6 th form	Ms S Pritchard
Transition from primary to secondary	Mr R Booth
Pastoral support	Ms F Fraser
PE	Ms L Nelson
English and Drama	Mr N Ballantyne
Design and Technology	Mr B Dhesi
Maths	Ms S Pritchard

4. Governing Body procedures

After discussion it was unanimously agreed that policies would be discussed at the relevant committee, a recommendation to the full governing body would then be made to formally adopt. The resources committee would consider the budget and would report recommendations to the full governing body. Personnel functions were delegated to the Headteacher up to SLT.

It was confirmed that all governors had an up to date DBS.

All staff will sign to say that they have read and understood Keeping Children safe in Education 2016, this will be completed by the end of this half term, Ms Fraser would check and report back to the next full governing body meeting. **For Action**

5. Minutes of the meeting

The minutes of the last meeting were received and after discussion the governors unanimously agreed that they should be signed as a true record and that they should be deemed as confidential. **AGREED.**

6. Matters arising from the meeting.

All matters arising were deemed to be confidential and will be recorded on separate minutes.

7. Annual Review of Policies

It was agreed that a review cycle for all policies would be received at the next committee meetings and then to the full governing body.

It was confirmed that the statutory polices would be reviewed, the named governor Ms Fraser, who would then recommend for approval to the full governing body meeting.

A list of requirements needed to ensure that the school website is compliant. **For Action.**

The governors received the Borough's Complaints Policy which had been circulated in advance of the meeting. After discussion the governors unanimously agreed that the policy should be formally adopted. **APPROVED.**

8. Action Plan

The Action Plan had been circulated in advance of the meeting.

The priorities were confirmed as;

- Accelerate progress and narrow gaps in all year groups
- Improve quality of teaching
- Consistency of behaviour by all
- Effectiveness of leadership at all levels

In addition the governors were informed that Pupil Premium was not recorded in line with requirements and that SEND students were not properly coded, there had been no effective school evaluation.

The detailed evaluation of the report was recorded in the confidential section of these minutes.

The report was received.

9. Dates of meetings

Received.

10. Chair's report

After discussion it was agreed that the working party should be disbanded. However the useful links made with other institutions would be continued e.g. University of Greenwich.

11. AOB

No any other business.

12. Confidential items

The Matters arising from the previous meetings were deemed to be confidential.