

Minutes of the Meeting held on Thursday 6<sup>th</sup> October 2022  
at 5:15pm, on GoogleMeet.

**Present:** Amanda Arrowsmith (Chair), Glen Balmer (Head), Caryn Roberts, Chris Baldwin, Nick Lythgoe, Rob May, Becky Castledine, Ian Townsend, David Hayward,

**Apologies:** Ellis Cope & Tiegan Bingham-Roberts

**Absent:** Alison Campbell-Black.

**In Attendance:** Hannah Kelly (clerk), Stuart Wilson,

**1. Apologies**

Apologies have been received from EC & TBR. These were accepted by all. ACB was not at the meeting.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Governor resignations / appointments**

3.1 Governor Resignations

- CR resigned from the SDB due to her change in location and employment making it difficult to continue in the role.
- SB resigned as staff governor following his recent promotion. Nominations for a replacement staff governor, and a support staff governor to replace a current vacancy have been requested by Monday 10<sup>th</sup> October.

3.2 Governor Appointments

- AA's term of office came to an end on 27<sup>th</sup> September.
  - CB's term of office expires on 28<sup>th</sup> October.
- Both AA & CB nominated themselves for another term of office.

➤ *CB and AA were proposed to be re-appointed by RM; seconded by BC and unanimously agreed.*

As AA was due to be re-appointed at the SDB scheduled for 19<sup>th</sup> September (was cancelled to the Queen's funeral), it was agreed that her term of office will be backdated to run on directly from her previous term (i.e. 28.09.22 - 27.09.26).

**4. Minutes of the last meeting dated 28<sup>th</sup> June 2022.**

➤ *The minutes for the meeting dated 28<sup>th</sup> June 2022 were proposed by CB; seconded by NL and unanimously approved.*

AA signed the minutes as an accurate record of the meeting.

**5. Action Point Checklist**

SDB52: Complete  
SDB77b: Ongoing  
SDB89: Complete  
SDB90: Ongoing  
SDB92: Ongoing Merged with SDB101  
SDB93: Ongoing

SDB94: Ongoing  
 SDB95: Ongoing  
 SDB96: Ongoing  
 SDB97: Completed  
 SDB98: Completed  
 SDB99: Ongoing  
 SDB100: Ongoing  
 SDB101: merged into action SDB92

## 6. Governor ratification of decisions by email between SDB meetings

The following decisions were ratified by governors between 29.06.22 – 05.10.22:

- Approval of Munich German Exchange – Y10/ Y12 March / July 23 – SDB – 30.06.22
- Approval of in-year admissions - 1xY9, 4xY8 – Admissions – 15.07.22
- Approval of Berlin Bio-Chemistry Trip – Y12 March 23 – SDB 18.07.22
- Approval of New York Model UN / Drama trip March 23 – SDB – 12.09.22

Governors were requested to approve the Belin Y11 History Trip (March 23) and the Switzerland (CERN) Y12 Particle Physics (March 23)

➤ *Both these trips were proposed by BC; seconded by NL; and unanimously approved.*

## 7. Matters Arising

There were no further matters arising.

## 8. Election of Chair and Vice Chair

### 8.1 Election of Chair

AA nominated herself as Chair for another year's term.

➤ *This was proposed by BC; seconded by DH and unanimously agreed.*

### 8.2 Election of Vice-Chair

CB nominated himself Vice- Chair for a year's term.

➤ *This was proposed by AA; seconded by RM and unanimously agreed.*

## 9. Agree Roles and Responsibilities

Link governor roles were reviewed and agreed.

## 10. Terms of Reference

These were circulated prior to the meeting.

➤ *The Terms of Reference were proposed by AA; seconded by DH and unanimously approved.*

## 11. Diagnostic Self-Evaluation Checklist

Governors had been sent the checklist prior to the meeting for completion. Forms have been returned by CB, BC, NL and IT

All other governors to return completed forms by half term (28th October 22)

- **Action (SDB102):** AA, GB, TBR, EC, DH, NL, RM

## 12. Governor Visit Schedule

It was agreed to discuss this at the additional meeting on the 3<sup>rd</sup> November at 6pm in School. The governor visits will link to external consultants visits as much as possible, as having the support of educational experts helps governors to ask the right sort of questions. SDB agendas will also be linked to this.

**13. Policies**

The following Marling policies were circulated to governors prior to the meeting:

- Anti-Bullying and Hate
- Behaviour
- Safeguarding
- Single Equality

Subject to some comments shared on the Safeguarding policy which will be forwarded to RR

➤ *These four policies were proposed for ratification by NL; seconded by CB; and unanimously approved.*

Q: In a previous SDB there was discussion about joint protocols on sexual harassment with SHS. Have these been completed?

A: There is now an agreed joint safeguarding policy. There were some minor amendments to the protocols which were being agreed between the DSL at each school. The final version is expected to be shared at the next JSG on 1<sup>st</sup> November.

**14. CBAT Update (confidential paperwork)**

Following SW's recent announcement of early retirement in February 2022, explained the next steps in the process. A recruitment consultant has been appointed. SW will be available to play a supportive role in the handover if required.

SW gave a presentation to update on Trust Activities.

SW has requested that governors to attend exclusion and complaints panel training this year as well as the NPSCC Child Protection for Governors course.

**15. Review of outcomes for previous year (confidential paperwork)**

Some details had been shared with governors over the summer holidays. This presentation is to provide some additional analysis to the results in comparison with previous cohorts.

Q: Do we always have a small SEN/ PP sample size?

A: Yes. Which is why the results vary so greatly each year.

Q: If that is the case, are Ofsted likely to ask the question about why the data varies and if so, is it acceptable to respond that it is due to the sample size?

A: Yes, but governors should be prepared to discuss how you know that the SEN and PP students get a good quality of education, in line with their peers.

Q: Do we have any tracking on where students go post A-level and whether they get what they want?

Destinations data to be an item on the next meeting agenda (01.12.2022)

- **Action (SDB103):** HK

It was agreed that it was an excellent achievement by Marling staff and students to get such strong results in comparison with previous years. There will be challenges over the coming months, but it is felt that the school is in a really good position to deal with them.

Q: Are you analysing gaps in results?

A: Many students did better than in 'normal' years as they were able to learn right the way through lockdown. The hardest hit were those we thought were vulnerable at home, for example those on CPP and Child in Need plans. We are working on an individual basis with each of these students. We feel that the Y11 cohort has been the most effected by the pandemic.

**16. Headteacher's Report (Confidential paperwork)**

The Headteacher's report was circulated to the committee prior to the meeting.

Q: How is the behaviour card system working?

A: This was positively welcomed by staff. We needed a reset and it has made a huge difference in school. We wanted to smarten up uniform and improve behaviour outside the classroom. 32 students over 5 weeks have attended a Friday detention as a result. This is not a high number and will hopefully reduce next term. It has had a positive impact on behaviour.

**17. School Improvement Plan 22/23 (Confidential paperwork)**

The SIP was circulated to the committee prior to the meeting.

We have been reactive for the last few years due to Covid. The Senior Leadership Team has only recently been finalised, following GB's appointment, so work on the SIP started later than usual.

The views reflected from staff are in the main objectives

The SIP will be reviewed in more detail at the SDB/SLT meeting on the 3<sup>rd</sup> November

C: It is really positive that, whilst it might not be exactly the document you want, staff voice has been taken on board and used.

**18. Pupil Premium Plan and Review**

The Marling promise (which was circulated prior to the meeting) is linked to the PP plan.

HK to re-circulate the PP plan from last year to the SDB

- **Action (SDB104):** HK

Q: I've not seen any documentation on the National Tutoring Programme – what have we done?

A: We get the minimum amount as it is based on PP numbers. The report outlines how it has been spent; we used our own staff to deliver English, Maths and Science after school support, paying our staff the standard tutoring rates. We asked staff where the needs were the greatest for each area and then mapped that to every PP student to ensure they were involved, whilst also including other students who would benefit. It was targeted intervention when needed.

**19. Any other Business****19.1 Flood**

There had been a flood in the plant room from the mains. We were incredibly lucky as we were able to shut off the mains within 10 mins of it being found. However, we were unable to feed the students so couldn't keep them in for the whole school day. We had a controlled evacuation at 12.10pm, but kept any students in school who were unable to leave until the end of the school day. We had enough food to ensure that anyone who needed lunch could have something.

**19.1 Change of 11+ entrance test provider**

A letter has just been sent out to consultation.

The meeting ended at 19.06

There is an extra-ordinary governor meeting on Thursday 3<sup>rd</sup> November 22 at 6pm in School

The next School Development Board meeting is on Thursday 1<sup>st</sup> December 22 on Google Meet



01.12.2022