

Mary Rose Academy

Minutes of the Board of Governors Meeting



Date: Tuesday 11 June 2019 Time: 5.00pm
Location: Mary Rose Academy

Present:	Lisa Charlton (LC) (Chair)	Co-opted Governor
	Alison Beane (AB)	Executive Headteacher
	Hazel Mellors (HM)	Parent Governor
	Dawn Jones (DJ)	Parent Governor
	Leone Hill (LH)	Co-opted Governor
	Sarah Jeffery-Chipps (SJC)	Staff Governor
	Jane Dutton (JD)	Staff Governor

Apologies: Jane Dutton (JD) Staff Governor

In Attendance:	Jo Petch (JP)	Head of School
	Lisa Bolton (LB)	Head of Learning (F/KS1)
	Collette Boughton (CB)	Head of HR and Admin

11/19 WELCOME AND APOLOGIES

Jane Dutton apologies, Lisa Bolton for Curriculum, Collette Boughton for minutes.

12/19 DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

13/19 MINUTES OF THE PREVIOUS MEETING

Actions:

1. Stakeholders questionnaires:
Parents survey scheduled to go out next week, staff survey completed. Results of stakeholders' consultations to be tabled at next meeting.
2. Breakdown of pupils with EAL to be tabled at next meeting.
3. LC to discuss scheme of delegation with Jo Petch
4. Positive feedback from Sarah Mascall's review (school SIP) has been shared with all staff.

Signed:.....

Date:

14/19 **MATTERS ARISING**

Wellbeing:

Whole Trust priority for 2019-20. Trust lead is Nicola Payne, Assistant headteacher at Cliffdale. Mary Rose champion is a teacher, Jaimie McBride.

15/19 **CURRICULUM**

Governors received a presentation from Alison Beane, Jo Petch and Lisa Bolton which included:

- Vision overview and description of the curriculum intent.
- How the curriculum is organised and planned for.
- How the impact is judged and evidenced with a focus on achievement of the whole child.
- Positive feedback from staff and families.
- Plans to further embed this next year and being mindful of the new Ofsted framework.

Governors found this overview helpful and asked questions around the subject content, the role of the subject leaders, support and training for staff.

16/19 **HEAD OF SCHOOL REPORT**

Updates on staffing:

- Lisa Bolton is moving to Assistant Head at Willows/Cliffdale.
- Annie Williams Assistant Head move to become Deputy Head at Glenwood, a Secondary school similar to Redwood.
- Two teachers going on maternity leave.
- Staff have been advised about Annie Williams new role and the vacancy will be advertised across the Trust. Short term Kirsty Troughton (currently Head of PE and Team Teach trainer) will be acting up.

Pupil numbers, needs and accommodation for 2019-20:

Governors were updated on pupil numbers for Sept 2019 which will be 150 with an APN of 146. The LA has increased the APN to reflect the fact that every year they need the additional numbers of places.

Due to the complexity of need of our pupils and the poor state of the Craneswater (Albert Annex) provision. Accommodation had been identified at short notice for 18 pupils to be placed at the old Harbour Fratton site next to Penhale school. It will be completely re-furnished in time for September. This is a positive move for the pupils concerned.

Signed:.....

Date:

The current School Direct trainee teacher in the school had passed and become a qualified teacher and the NQT had passed her first year. Governors saw this a positive and congratulated both members of staff and their mentors.

Sarah Mascall School Improvement Partner (Ofsted trained lead inspector) had visited the school and in her view she felt that the school continues to be outstanding and the curriculum is firmly embedded. Her reports aren't circulated because individuals can be identified.

Governors noted that Mary Rose has a Facebook page and that as part of Governor induction they should be made aware. The link is on the school website. LC commented that this was another good way of seeing positive feedback about the school.

A question was asked about staff absence, and it was confirmed that HR are to look at policy to tighten timescales and improve the school's ability to deal with long term absence.

Pupil absence rates are really stable, LC said that this was very good.

Positive Handling, the % had come down on previous months.

Positive comments from parents – anonymised and typed and put in book in reception. World Book Day was excellent and LC commented that she enjoyed being a judge.

Special events

LC said that she enjoyed the school team day, memory making moments for the children and a wide range of opportunities for them to get involved with and win points for their teams.

Governors are welcome to attend the Family BBQ on 29 June, it's relaxed event, turn up and enjoy safe environment, also welcome to attend 16 and 17 July Summer show and the celebration prom 18th July. The Celebration Prom is a family event and families are able to book to attend as a group. There is a meal, disco, presentation of awards, and a photo booth.

LC thanked the Head of School for a great report.

In future reports to governors, reference will be made to progress with staff well-being, curriculum updates, pupil outcomes.

Admissions

The APN has been increased to 152. In spite of this 32 children needing places for Sept 2019 and who meet Mary Rose criteria, will be going to Clifdale as there is insufficient space at Mary Rose.

Signed:.....

Date:

17/19 **SAFEGUARDING**

Sarah Mascall was very thorough with review of safeguarding and provided information about the changes for September 2019.

18/19 **HEALTH AND SAFETY**

Adam Simmonds, Estates Manager, is conducting H&S reviews across the Trust. He will bring a report to the next meeting. Action: LC will book in to join him for a health and safety tour of the site

19/19 **GOVERNING BODY MEMBERSHIP**

Vacancy for parent governor was discussed including the need for them to required have the right skill set. LC happy to discuss with individuals who may be interested.

Scheme of Delegation

Some feedback sent to KF, document amended with feedback. No comments from governors reads very well.

Action: Governors to feedback to LC or Karen with their views as to how governors will fulfil their roles in this.

20/19 **AOB**

Mary Rose budget is in a difficult financial situation.

Action: LC and another Governor ask to meet with Marie Singleton, Chief Finance and Operations Director and Mark to go through budget and curriculum budget. The pressures on the budget are a result of:

- Increased complexity of pupil need requiring high levels of support with insufficient resources.
- Pay rise for teaching assistants.
- Reduction in outreach funding.
- No increase in budget allocation for high needs for several years.

21/19 **ITEMS FOR THE NEXT AGENDA**

- Presentation on new Ofsted framework.
- Health and Safety audit outcomes.

22/19 **DATE OF THE NEXT MEETING**

TBC

There being no further business, the meeting was closed.

Signed:.....

Date:

Summary of Actions

Minute	Action	By whom	Target Date
20/19	Governors to feedback to LC or KF with their views as to how governors will fulfil their roles in this.	All governors	Sept 19
20/19	LC and another Governor ask to meet with Marie Singleton, Chief Finance and Operations Director and Mark to go through budget and curriculum budget.	LC	Sept 19

Signed:.....

Date: