

STEPNEY ALL SAINTS CHURCH OF ENGLAND SECONDARY SCHOOL

**Non-Confidential Minutes of a meeting of the Governing Body of
Stepney All Saints Church of England Secondary School
held on Thursday 24th March 2022 at 5.00 p.m. via Zoom**

In attendance

Governors

Mr Nurur Chowdhury (NC)	Parent Governor
Ms Julia Clarke (JC)	Local Authority Governor
Mr Simon Cook (SC)	Foundation Governor Church (Bishop of Stepney representative)
Ms Fiona Lin (FL)	Co-opted Governor
Ms Angela Hancock (AH)	Foundation Governor - Church, Chair of Governors
Ms Nicki Regan (NR)	Staff Governor
Ms Mary Straw (MS)	Foundation Governor – Deanery Synod
Mr Paul Woods (PW)	Headteacher, Ex Officio
Ms Katie Carr (KC)	Co-opted Governor
Mrs Ruth Bujack (RB)	Parent Governor

Present

Ms Charmaine Strelitz (CS)	Director, Clerking and Appeals Associates Ltd
Ms Nichola Ahmed (NA)	School Business Manager, Observer
Mr Benjamin Siaw (BS)	Deputy Headteacher, Observer

The meeting opened with a prayer. Governors completed a learning walk and school tour ahead of the meeting.

1. APOLOGIES

Apologies were received from:

- Rev. Trevor Critchlow (RC) Foundation Governor – Ex-Officio
- Mr Tim Duncan (TD) Co-opted Governor
- Ms Ann Slater (AS) Foundation Governor - Portal Trust
- Mr Dermot O'Brien (DO) Foundation Governor - Portal Trust
- Mr David Richards (DR) Foundation, LDBS Governor

RESOLVED: that the apologies were received and absences of RC, TD, AS, DO and DR were consented to.

2. DECLARATIONS OF INTEREST

None.

3. GOVERNING BODY MEMBERSHIP MATTERS

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Governors welcomed RB to the meeting following her appointment as Parent Governor.

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4. NON-CONFIDENTIAL MINUTES OF THE MEETING HELD ON 15TH DECEMBER 2021

The non-confidential minutes of the meeting held on the 15th December 2021 were circulated to the meeting.

RESOLVED: that Governors approved the non-confidential minutes of the meeting held on the 15th December 2021 to be signed as an accurate record of the meeting subject to noting that Item 10 was at Queen Mary's not St Marias and JC had reported on the Curriculum Review for Modern Foreign Language.

5. MATTERS ARISING

Item 5.1 Skills Audit

Governors noted that Ann Slater had circulated this and compiled the responses to identify skill gaps which would be reported on at the next meeting.

Item 5.3 Headteacher's Performance Management

AS noted that the Headteacher's Performance Management was due to be held on 31st March 2022 at the Royal Foundations St Katherines Dock and was supported by an external advisor.

6. COMMITTEE REPORTS

- Personnel and Curriculum 15th March 2022. AH noted the business covered which included detailed scrutiny of the Teaching and Learning, School Assessment Data and School Improvement Plan. The Committee noted that it had acknowledged the Curriculum review visits, which had supported in-depth understanding of the school's curriculum. NC noted he had attended the ADT curriculum review.
- Finance and Premises 8th March 2022. NA presented the business considered which included year-end position, draft budget 2022-2023 which included increments for energy costs, pension increments, three-year budget plan including in-year surplus, premises priorities and proposal for stage 2 of the sporting and recreational provision.

BS was asked to comment on the 4G pitch proposal. BS said there had been an under-investment in the school for several years and an area lacking was sports facilities. The long-term vision was to reconfigure the space with a two-storey studio but stage 1 was swimming pool. BS noted the students' response to this and stage 2 was to develop a full-size football pitch which also supported cross gender sports and smaller pitch division.

BS said they had reached out to women's sports providers and particularly the women's football league. BS said the vision was also for the school to provide to the local community and develop outstanding multi-purpose sports facilities for the school.

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- Governors' Fund Staff Celebration and Appreciation function was recommended for approval by Trustees by the Finance and Premises Committee. AH noted that the Governors' Fund did not include public funds. PW noted that he wanted to thank staff for their significant response to the pandemic which simultaneously was whilst they launched the new curriculum and vision for Teaching and Learning and that the commitment and response had been a direct contribution to the Ofsted outcome. AH said that in her view the online learning provision and Covid-19 response both at school and remotely had been phenomenal and staff had contributed over and beyond at every level.

Governors confirmed that the account balance was £160k and the suggested budget was £15,000 for a celebration event.

AH noted thanks to the executive team for their hard work on budget management. Governors asked if the school had ensured it had no utilities provided by Russian based companies. NA said that it was in contract with the local authority for a further year and the LA had advised the energy was not sourced through Russia.

RESOLVED: that Governors approved the Staff Celebration event and a budget of £15k.

7. HEADTEACHER'S UPDATE SPRING 2022

PW noted his Headteacher's Report and invited questions to the report circulated. PW noted key points.

- Ofsted Inspection and Report 2. PW noted that the sector was currently waiting of the government white paper.
- Safeguarding and Low-Level Disruption
- Single Central Record
- Staffing, including leavers and starters.
- GDPR, no breaches.
- Swimming Pool Update. Governors received a tour of the new Swimming Pool facilities ahead of the meeting.
- Key Stage 4 and Key Stage 5 update. PW stated that the exams would be the full examination mode and that the atmosphere in Year 11 and Year 13 was good. Year 7 had taken mock exams under exam conditions in the school hall and had been enthusiastic about the process.
- Teaching and Learning.
- Parental Engagement

PW invited questions to the report.

Governors referred to online harassment and sexual abuse and reference to a Girls' Club and asked if that suggested the onus being on girls despite perpetrators largely being boys. PW stated that the Girls' Club was a fact-finding group to be able to get feedback from them about what it was like to be a female student at SASS. PW said the response so far was that girls thought boys behaved very well in the school and that the inspection team had been very focused on the subject during their visit.

JC referred to the extended school provision in school holidays and weekends and asked what the impact was on staff. BS said that there had been a keenness amongst staff to

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get students out and they were very aware of the impact of lockdown. BS said there were a lot of trips, but it was driven by staff and that staff had requested to do evening workshops for students.

PW said the school body had significant accountability surrounding data and the creative response by one member of staff had been to offer an online drop-in session at 7.30 p.m. in the evening. This was, PW said, an example of staff commitment. PW said that another example was the level of cover in the Autumn Term during significant staff absence which was covered by SLT and internally and as a result they had not had to send a single class home or use external cover which was better for students' continuity.

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8. CHAIR OF GOVERNORS' REPORT

AH noted her report circulated to the meeting. AH stated that the main feedback action from the Governance Review was that there was not a Governor Training log, and that each Governor should record any training completed. AH said that Karen Dalton would send a form for Governors to complete.

AH presented on the Governance Review which had been completed by the National Governance Association and noted the next steps.

- Governor Training Log.
- Governors' report to parents. NC noted that he had attended the last coffee morning and that was a good opportunity for Governors to meet parents and advised the next one was on 31st March 2022 at 9.15 a.m.
- Governors' Succession: that Governors only serve for two terms and Chairs for only six years and Committee Charing succession. AH noted that there was funding for Chair of Governors training and that it was her intention to step down as Chair of Governors at the end of the current school year.

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9. STANDING ITEMS (REPORTABLE INCIDENTS)

- Safeguarding - reported in the Headteacher's Update.
- GDPR - reported in the Headteacher's Update.
- Premises and Health and Safety. None.

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10. POLICIES

Polices were noted as circulated following scrutiny at a Committee level and recommended for approval.

RESOLVED: that the policies circulated to the meeting and recommended by the Committees were approved.

From P&C Committee 15/03/2022

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- 10.1 SEND Report for website
- 10.2 SEND Policy
- 10.3 School Mission Statement. It was noted that there would be a working party convened to review an updated mission statement for 2022-2023
- 10.4 Admissions Policy – Sixth Form
- 10.5 Disciplinary Procedures (LDBS template)
- 10.6 Grievance Procedures (LDBS template)
- 10.7 Flexible Working Policy
- 10.8 Complaints against Governors (LDBS template)

From F&P Committee 08/03/2022

- 10.9 School Financial Value Standards
- 10.10 H&S and Risk Assessment
- 10.11 Business Continuity
- 10.12 Financial Code of Practice

11. GOVERNORS' REPORTS

None.

12. GOVERNORS' TRAINING AND DEVELOPMENT

As discussed under item 8.

13. DATES OF FUTURE MEETINGS

- Thursday 23rd June 2022 at 5.00 p.m. at school.

14. ITEMS FOR NEXT MEETING

- Headteacher's Report.

15. ANY URGENT OTHER BUSINESS

Meeting closed 6.21 p.m.

DocuSigned by:

CHAIR'S SIGNATURE:.....

24-12-2022

DATE SIGNED:...../...../.....