



EXMOUTH COMMUNITY COLLEGE FULL GOVERNING BOARD MEETING

Meeting 7 – Part I Minutes			
Date/Time	Tuesday 29 th March 2022 at 4.15pm	Location	Teams
Attendees	Initials	Type of Governor	
Mrs M Turgoose(Chair)	MT	Community	
Mr A Davis (Principal)	AJD	Principal	
Mr G Bowen	GB	Teacher	
Ms E Dymond	ED	Parent	
Miss J Elson	JE	LA	
Mr J Hill	JH	Community	
Mrs E Lee	EL	Community	
Dr E McGrath	EM	Community	
Mrs L Miszewska	LM	Community	
Ms A Stimson	ASti	Parent	
Rev P Wales	PW	Community	
Dr D Wilkerson	DW	Parent	
Mrs L Woodward-Drake	LWD	Community	

Apologies	Initials
Mrs L Allen	LA
Mrs C Tate	CT
Mrs A Phillips	AP
Mrs A Streather	AStr
Miss E Birch	EB

Absent without Apology	Initials
None	

In Attendance	Initials	
Mrs M Savage	MS	Governance Professional
Ms H Miles	HM	Designated Safeguarding Lead
Mr D Turner	DT	Deputy Principal
Mr G Allen	GA	Deputy Principal
Mr M Burrell	MB	Director of Finance and Resources

1. Agree between Part I and Part II - Agreed	
2. To receive and approve apologies for absence: As above and these were accepted.	
3. Notice: Governors confirmed receipt of notice of the meeting.	
4. Quorum: The meeting was quorate.	
5. Declarations of interest and any changes to Declarations of Interest: There were no changes.	
Meeting went into Part II	
4265/12a To approve minutes dated 15.02.22 The minutes were signed and agreed as a true and accurate record of the meeting.	

<p>4266/12b Matters arising from the above minutes</p> <p>There were no matters arising.</p>	
<p>4267/13 Matters brought forward by the Chair</p> <p>(a) Update on Maths Phase II Tender – the Board reviewed the Tender document with MT proposing to accept and EM seconding. The Board unanimously approved the Tender.</p>	
<p>4268/14 Principal's Report</p> <p>The Board reviewed the report with JH noting his concerns over recruitment.</p> <p>The Board discussed ways around boosting recruitment with LWD suggesting a bigger emphasis on wellbeing and culture of the College. AD reported that there is already a section within the recruitment pack which outlines this, but said he would review with the team further. He said that concerns over recruitment were happening in most schools. MT said that there had been a healthy number of applicants for the DP and AP roles. The small number of applicants for Director of Science had been the most disappointing.</p>	
<p>4269/15 Update on Behaviour</p> <p>DT provided information on the figures noting that it was difficult to make a comparison given lockdowns. Noted that there had been 18 student suspensions with many 'repeat offenders' and that the focus is on building relationships to try to prevent issues arising and reaching a suspension. AJD noted that there will be a number of CPD training sessions provided to staff. The improvements in consistency of practice in lessons, from the way students are greeted, to how the curriculum is designed had definitely had a positive impact, recognised by students and staff. One of the issues recently had been staff absence leading to a lot of lessons being covered. EM asked whether the team were still targeting "hotspots" which would help to identify those staff perhaps most in need of support. DT said they were trying to do this, but again the levels of absence were making it difficult. MT said that she had received anecdotal feedback in English that some staff didn't know quite what to do if students returned from RTL and still wouldn't apologise. DT said he would pick this up as part of the CPD.</p> <p>DT said that we need to create an 'air of predictability' at the College which starts from staff but noted that this has been hard to maintain given recent Covid 19 related absences. However, the visit from Glenmoor and Whitton, the behaviour hub linked MAT, had confirmed the improvements the College has made. They had said that the focus could now move on from setting the standards of behaviour and sanctions which were becoming well embedded, to ensuring well taught lessons and appropriate curriculum prevented low level disruption developing in the first place.</p>	
<p>4270/16 Update on Attendance</p> <p>DT provided an update to the Board on the attendance at the College. The Board discussed DT report. EM commented on the pattern of Year 10/11 students being late to morning classes and referred to recent findings that it may be beneficial to introduce a later start time for students. AJD said that this has been considered but felt that it would be difficult to manage should this be introduced but that they will continue to have open conversations about this matter. Start and finish times are often considered within the wider education discussions and there were often as many views as options about what is the "ideal" approach. MT said that although the College levels of</p>	

<p>attendance were comparable with other schools they were still of concern. DT said that the attendance teams are going to be reorganised and co-located which he thinks will bring benefits in terms of a consistent approach and cover for each other. MT said that the Board would want to review the impact of this change.</p>	
<p>4271/17 To receive reports from Committees</p> <p>(a) Resources Minutes dated 01.03.22 – the minutes were noted and there were no questions.</p> <p>(i) Feedback from Audit by Griffin 23.03.22</p> <p>(ii) School Resources Management Self Assessment Tool (SRMSAT)</p> <p>(b) Curriculum Minutes dated 15.03.22 – the minutes were noted with a suggestion that it would be useful to have a complete list of all PP and SEND support role job titles along with a short paragraph on their role at the College, their grades and how many there are in each team. AJD agreed to pass onto his team to create and would share with the Board.</p> <p>(c) Link Visits – these were noted. EM asked about the comment from the Maths department about parent surveys. The Board had undertaken surveys using Kirkland Rowell in the past but not for a few years. These are quite expensive and it was felt that there were other options for gaining parent/carer views that the College can undertake themselves. Philly Rowe has already done these in the past linked to Covid etc and is about to do another. ED said that she would pick this up with PR in her role as Communication Governor.</p>	<p>ED to discuss with PR</p>
<p>4272/18 Risk Register</p> <p>a) Any items for inclusion in the Risk Register – no further areas to add.</p> <p>b) Score section C1a to C1j – agreed to change wording around the mitigating actions section on C1b.</p>	<p>To be added to Audit committee agenda</p>
<p>4273/19 Policies for ratification by the Full Governing Board</p> <p>No Changes Governors Visiting School Policy Redundancy Policy</p> <p>Minor Changes Safeguarding Policy</p> <p>MT proposed and EM seconded. The changes were unanimously passed by the Board.</p>	
<p>4274/19 Review of Meeting</p> <p>There were no comments.</p>	

Next Full Governing Board meeting is 29.03.22 at 4.30pm

Full Governing Board Minutes 29.03.22

Dated