



Minsthorpe Academy Trust

Meeting of the Full Governing Board

25th March 25 @ 3pm

In Person

Beverley Semper (Chair)	Member Appointed	✓	Brian Dickinson (Vice Chair 1)	Member Appointed	✓
Donella Cook (8)	Staff Governor	✓	Lee Wood (3)	Parent Governor	✓
Mark Gilmore (PR1)	Principal (Ex-officio)	✓	Rachael Merritt (PR2)	Principal (Ex-officio)	✓
Barry Johnson (2)	Member Appointed	✓	Mark Scott (1)	Member Appointed	Apols
Sarah Adams (7)	Staff Governor	✓	Katie Smith (Vice Chair 2)	Vice Chair	✓
Angela Jarratt (4)	Member Appointed	✓	Colin Turner (5)	Parent Governor	No Apols
10/12 Governors present. This meeting is quorate. (need 1/3 = 4)					

Ebony Sykes	Clerk to the Governors



Welcome by the Chair

Chair thanked all for their attendance tonight.

1. Conflicts of Interests and business interest amendments

Governors were notified of the agenda prior to the meeting and were asked to inform the meeting of any conflicts of interest, of which there were none.

2 Apologies for Absence

Apologies for absence received from Governor 1.

Vice Chair 2 proposed the absences were approved.

Seconded by Vice Chair 1.

RESOLVED 16

The Governors resolved to consent to the absence of Governor 1.

3 Minutes of the Meeting held on Tuesday 10th December 2024

Chair sought confirmation all had received and read the above minutes. Corrections were requested by Chair.

Governor 4 proposed that the minutes of the meeting held on Tuesday 10th December 2024 be signed as a correct record.

Governor 3 seconded this proposal.

RESOLVED 17

The Governors resolve that the minutes of the meeting held on Tuesday 10th December 2024 be signed as a correct record.

4 Matters Arising from the Minutes (not included below)

There we no matters arising.

5 Correspondence



6 Chairs Actions

- Permanent Exclusion Meetings.
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7 Membership Changes

Members have now appointed Rebecca Turner - Loisel as a member at the AGM in January 2025.

Members currently are Mrs Evans, Mr Henshaw, Mr Scott, Mrs Turner Loisel and Mrs Semper.

8. Board Changes

Approval of Trevor Baynham as Parent Governor.

Vice Chair 1 proposed Trevor Baynham as Parent Governor.

Vice Chair 2 seconded this proposal.

RESOLVED 18

The Governors approved that Trevor Baynham join the Governing Board as Parent Governor.

9 Statutory Books and Filing

It was confirmed all necessary entries into the Company's statutory books and file all returns at Companies House had been completed, including:

- Updating the registers of members and directors
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10 Safeguarding – Termly Update

Governors had been provided with a copy of the termly update prior to the meeting via CIS. PR2 highlighted key points to Governors.

- Any changes/updates to the document are highlighted in blue.
- Staff receive a whole staff Safeguarding training every year.
- Specific training for key members of staff and Governors.
- Ongoing multi-agency work.
- Spectrum visit regularly to deliver L4L lessons.
- Areas of Development remain unchanged.



PR2 explained that due to Vice Chair 2 and Governor 4 recently attending a Policy into Practice Visit around Safeguarding, PR2 wanted the Governors to explain their views and feedback on the visit.

Governors noted the content of the report.

11 Principals' Report

11.1 Projected outcomes for Y11 & Y13

PR1 explained that College is still collecting data for the projected outcomes, PR1 will send out the data sheet once completed.

PR1 explained that there will be no progress data from the next two years due to those students not sitting KS2 SATs, there will be no national progress data to compare our internal figures to.

11.2 Trust Status

PR1 explained that there has been no change in the trust status. Minsthorpe Community College are happy as a single academy trust if Governors are happy to stay that way.

PR1 explained there has been change in the Wakefield area. Airedale Academy is now under Castleford Academy Trust, but we have not been approached by any trusts.

PR1 explained that both PR1 and PR2 have visited a variety of primary schools, and they are able to see clearly the changes that have been made since the schools have joined a trust.

Governor 3 asked what the motivating reasons for primary schools joining a trust?

PR1 explained that if a primary school received 2 Requires Improvement judgements from Ofsted, they had to join a trust. If the Ofsted report is inadequate, the school will be pushed into joining a trust. However, this process is now changing, if a school Requires Improvement, they will be supported rather than being pushed into a trust.

Vice Chair 2 asked if the Principals had visited Mercia school in Sheffield? Vice Chair 2 explained that the school has really good reviews and results.

PR2 explained that she had heard the reviews about the school, however they have not visited. This could be looked at in the future.

11.3 Questions regarding the Complaints Training

Governors were asked to watch a short video on managing Complaints prior to the meeting. Governor 7 explained that we are in the process of rolling out a new Complaints Policy to aid in school improvement. The policy will come into effect after Easter.



Governors were asked if there were any questions regarding the Complaints Policy.

Governors to note the content of the report.

12. Policies for Approval

i. Data Protection Policy

PR2 explained that there have been formatting issues with the policy, however, the contents of the policy remain unchanged.

Governors agreed to approve the policy with the formatting issued followed up.

Governor 2 proposed the Data Protection Policy.

Governor 3 seconded.

RESOLVED # 19

Governors resolved to approve the Data Protection Policy.

ii. Behaviour Policy

PR2 explained that all changes are highlighted in yellow, the changes are more of a change in terminology rather than a change in content.

The Behaviour Policy is an important document as it is referenced in PEX meetings and also when parents are challenging sanctions.

PR2 directed Governors to page 21 of the policy, at the bottom of the page it gives information on Offsite Direction for students. Governors were happy with the section, however, wanted the last sentence to be reworded. It was agreed with the Principals and Governors to reword this sentence.

Another additional change was to page 5, there has been an addition to the BE FAIR to include attendance, the BE FAIR now includes, 'Be here & on time' and 'Every student, Every lesson, Every day'.

Governor 3 asked if there is a reason that students should follow instructions without question?

PR2 explained that it is more about the safety of students around site, it is made clear to students that if a staff member gives an instruction, students must follow this instruction.

Governor 8 proposed the Behaviour Policy.



Vice Chair 1 seconded.

RESOLVED # 20

Governors resolved to approve the Behaviour Policy.

Policies to note

- iii. MCC Code of Conduct Sept 25

PR2 explained that the Code of Conduct remain unchanged.

- iv. MCC Uniform Policy

PR2 explained that changes to the policy are highlighted yellow.

The changes to the policy are:

- Tie colours, this is a yearly change due to the colour of the time corresponding to the Year Group.
- The price of the ties will be £6 from September.
- PE Kit changes due to the flooring in the New Sports Centre.
- Section 4.1 – these details potential issues with uniform and how Attendance links with incorrect uniform.
- Stockists of Minsthorpe Community College uniform.

Governor 3 asked why hair accessories need to be black and white?

Governor 7 explained that we need all students to look smart, and the colours black and white match the Minsthorpe Community College uniform.

Governors noted the Code of Conduct and Uniform Policy

13 Training and Development

- Governors have taken part in the Prevent Online Training.
- Chair, Vice Chair 1 and Vice Chair 2 have taken part in Safer Recruitment Training
- Governor 4 and Chair have taken part in Handling Complaints Training
- Governor 4, Governor 2, Vice Chair 2, Chair and Governor 3 have taken part in Cyber Security Training

Governors noted the content.

14. Development of the Governing Body



Feedback on Spring Visits

As part of the Governors' Annual Action Plan, Governors are to feedback to FGB regarding their recent visits into College.

- i. 31.01.25 – Safeguarding – Vice Chair 2 and Governor 4

Vice Chair 2 and Governor 4 started by explaining how positive their Policy into Practice Visit was.

Vice Chair 2 explained that they started the day visiting a Year 7 assembly which was focused on reminding students of the BE FAIR and Student Voice.

Governors then reviewed the Single Central Record with Mrs Green, Director of HR, they explained that is refreshing to see how College go above and beyond to put in checks for visitors on site. Governors explained that it was demonstrated that the same checks are carried out whether working in the College or visiting.

Governors looked at safeguarding questions from the Governors Question Bank prior to the visit and met with students to ask these questions. It was clear from the students' answers to the questions that they were clearly aware and knowledgeable about different themes we explored around safeguarding within College.

Governors agreed that when meeting with the Curriculum Team Leader for L4L that issues in the community/nationwide are clearly identified and covered across the curriculum, topics such as Vaping and Aesthetics.

Governors looked into how College delivered a curriculum to educate students in an age-appropriate way to understand risks they face from online safety to body image and sex education.

When speaking to students, Governors explained that it was clear that staff and students have good relationships and students felt safe whilst in College. Students were also aware and were able to explain the BE FAIR and sanction process to Governors.

Students expressed that they would like more practical lessons, they explained that physically seeing things is better than reading about it. Governors suggested more work experience for students to enable them to see different job roles.

Overall, Governors were pleased with the visit and explained that they enjoyed speaking to students and understanding their perception of Safeguarding.

PR2 thanked Governors for attending the visit.

Governor 3 explained recent Safeguarding training he had attended, he asked how College dealt with comments made by students referring to Prevent?



Governor 4 explained that Mrs Collins covered this during the Policy into Practice Visit and explained that a Prevent Risk Assessment would take place, this would then determine if a referral to Prevent would need to be made.

Chair explained that the process is also explained in the Prevent training that Governors have completed.

Governor 8 explained that it is about unpicking students opinions rather than telling them they are wrong. Staff are skilled at allowing students to have open dialogue during lessons.

Governors then had a discussion around Prevent.

Governors noted the content.

15. Confirmation of Time and Dates of the Summer Cycle of Meetings:

03.06.25	4pm	Standards and Students Committee - (In person)
17.06.25	4pm	Resources Committee - (Zoom)
01.07.25	3pm	- FGB Meeting

Governors noted the dates for the Summer 24/25 cycle of meetings.

16. Other Business

PR1 explained that during the Resources meeting a visit to College was discussed. PR1 suggested that due to the appointment of a new Chef, a Policy into Practice visit in September could be arranged around BE FAIR Everywhere including snack breaks.

Governors were happy with this suggestion; this visit will be arranged in September.

17 Identification of Confidential Items

There were no confidential items.

The meeting closed at 16:07pm followed by a tour of the New Sports Centre and PE block.