



Minsthorpe Academy Trust

Meeting of the Full Governing Board

19<sup>th</sup> March 2024 @ 4.30pm

In Person

Beverley Semper (Chair)	Member Appointed	APOLS	Brian Dickinson (Vice Chair)	Member Appointed	✓
Donella Cook (8)	Staff Governor	APOLS	Lee Wood (3)	Member Appointed	NO APOLS
Mark Gilmore (PR1)	Principal (Ex-officio)	✓	Rachael Merritt (PR2)	Principal (Ex-officio)	✓
Barry Johnson (2)	Member Appointed	✓	Mark Scott (1)	Member Appointed	✓
Sarah Adams (7)	Staff Governor	✓	Katie Smith (6)	Parent Governor	✓
Angela Jarratt (4)	Member Appointed	✓	Colin Turner (5)	Parent Governor	✓
9/12 Governors present. This meeting is quorate. (need 1/3 = 4)					

Ebony Sykes	Clerk to the Governors



## Welcome by the Chair

In the absence of the Chair, Vice Chair thanked all for their attendance tonight.

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### 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.

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### 2 Apologies for Absence

Apologies for absence received from Chair and Governor 8.

No apologies received from Governor 3.

Vice Chair proposed the absences were approved.

Seconded by Governor 7.

#### RESOLVED 15

The Governors resolved to consent to the absence of Chair and Governor 8.

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### 3 Minutes of the Meeting held on Tuesday 12<sup>th</sup> December 2023.

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

Governor 6 proposed that the minutes of the meeting held on Tuesday 12<sup>th</sup> December 2023 be signed as a correct record.

Governor 4 seconded this proposal.

#### RESOLVED 16

The Governors resolve that the minutes of the meeting held on Tuesday 12<sup>th</sup> December 2023 be signed as a correct record.

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### 4 Matters Arising from the Minutes (not included below)

There we no matters arising.

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5 Correspondence

The Chair received an email from the ESFA to which a meeting had taken place with Mrs Green – Director of HR and PR1.

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6 Chairs Actions

- Meeting with the ESFA, PR1 and Mrs Green.
  - 3 Permanent Exclusion Meetings.
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7 Membership Changes

There were no Member changes to date.

Members remain as Mrs Evans, Mr Henshaw, Mr Scott, and Mrs Semper.

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8. Board Changes

There were no Board changes to date.

PR1 explained that due to Governor 7 being a staff member at Minsthorpe Community College, she is unable to be part of the Resources Committee. Governor 7 will still attend the Resources committee but as an observer for CPD purposes.

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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.
- The single central record was checked in February 2024, and we are compliant.



- The inspection team were impressed by our multi agency working and the positive relationships built with services.
- We have recently celebrated Safer Internet Day, Holocaust week and LGBTQ.
- Child Sexual Exploitation Week is coming up, this will be spoken about with students through assembly.
- We have had an increase of Online Safety issues; this is positive as it shows that students are confident at reporting any issues.

PR2 welcomed any questions, to which there were none.

Governors noted the content of the report.

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## 11 Principals' Report

### 11.1 Projected outcomes for Y11 & Y13

The content of this item was deemed confidential – content removed.

### 11.2 Trust Status

PR1 explained that Minsthorpe Community College remains as a single academy trust. PR1 explained that there hasn't been any communication for a while regarding the trust status, but we feel as we remained a 'good' school in our most recent Ofsted inspection, there would be no need to change the status at the moment.

Governors agreed and they felt that the College would not benefit from changing the trust status. Governors concluded that Minsthorpe Community College are in a good financial position, and they feel that staff and students would not benefit from the status being changed.

### 11.3 Building Works Update

PR1 gave an update on the current building work.

PR1 explained that our temporary accommodation is now open, and the English team have now relocated to this accommodation. Contractors are currently working on the English block removing the asbestos and ensuring it is fire safe.

The Carnegie block will open fully after the Easter break and the English block will be completed by the end of the year, at this point English will then move back into the English block. Humanities will then move into the temporary accommodation. This may be a trickier time as the Main Hall and the KS3 canteen will be closed. We are hoping that this will not cause too much disruption due to most of the work taking place over the summer holidays.



The new Sports Centre has now started to be built as Governors were able to see. PR1 highlighted that due to contaminated earth, this is slightly behind schedule and is due to finish in October rather than September.

Governors to note the content of the report.

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## 12. Policies

### i. Behaviour Policy

PR2 explained that the Behaviour Policy had previously been approved in the most recent Standards and Students meeting, however, during the Permanent Exclusion meetings that had taken place, Governors wanted to add a section into the policy regarding behaviour online.

The section that was added to page 6 was:

'Minsthorpe Community College students represent the College when travelling to and from College and are expected to follow BE FAIR expectations at this time. Similarly, incidents of bullying, harassment and abuse online will be sanctioned in the same way as face-to-face incidents.'

Governors suggested that this be split into two separate sentences and the word 'similarly' be taken out.

PR1 and PR2 agreed to this change and asked Governors to approve this in anticipation of the change being made.

Governor 1 proposed the changes to the Behaviour Policy September 2024.

Governor 2 seconded.

### RESOLVED # 17

Governors resolved to approve the changes made to the Behaviour Policy for September 2024.

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## 13 Training and Development

- Governors 6 has taken part in external Safeguarding for Governors training on 11<sup>th</sup> January 2024.
- Governor 4 has taken part in Careers CPD online training on 6<sup>th</sup> March 2024.



- Clerk and Governor 7 will be taking part in online Complaints Training from April 2024 – July 2024.
- Clerk has sent out 'Prevent' online training, Governors to complete and send certificates to Clerk to file.

Governors noted the content.

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#### 14. Development of the Governing Body

Feedback on Summer Visits

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

- 27.06.23 – Brian and Donella – Realising Potential

Vice Chair explained that during the visit they had a walk around College and then spoken to Mrs Lewis and Mr Dowey. Vice Chair explained how impressed they were that students are taught Careers guidance in Year 7, and it follows through all the way to Year 11. It is clear that College is providing the information and support of getting students interested in what they would like to do in the future.

Vice Chair explained that it was interesting to see how much the Careers Fair has improved over the years and there is a lot more availability for students to speak to people in different career paths to enable them to explore different options for themselves.

Overall, it was a really good visit.

PR2 thanked Vice Chair for attending the visit and the feedback given.

- 29.06.23 – Angela and Bev – Pastoral Care

Governor 4 explained that herself and the Chair had taken part in the Pastoral Care visit with Mrs Collins.

The visit links to two of the College Strategic Plan which are:

- 2.4 Embed and review the revised bullying policy and take feedback from all stakeholders
- 3.1 Deliver a holistic personal development curriculum which meets statutory requirements

At the start of the day, we visited an assembly with Year 10 students, it was refreshing to see students being reminded of the BE FAIR expectations and why they are in place. Students were also reminded if not meeting expectations what happens and importantly why. It was clear that there is a big focus on rewards for attendance and why it is important for students



to have good attendance. Students are always given a reason why things happen whether positive or negative.

Mrs Collins shared the RSE journey map with us to demonstrate that all curriculum areas explore the same themes throughout the year with different year groups based around age-appropriate topics.

We then met with a group of KS4 students who spoke positively about the extra-curricular activities available for them and said this helps them to prepare for the future. All of the students that were spoken to said they feel safe in school and feel that staff act on any concerns immediately.

A meeting took place with the Pastoral staff and the new behaviour lead. This is working well and is having a big impact on behaviours around college. Staff also identify students from the behaviour points and put interventions in place to help that student with their behaviour.

During the lesson visits, we saw lots of personal development issues being covered. In a Drama lesson with Year 8 students, they were looking at relationships in Blood Brothers. Year 8 L4L lessons also have Spectrum in delivering a lesson on healthy relationships. Year 7 were having a lesson on water safety which was important as it was coming up to the summer break.

There were a few areas that could be better which are:

- Students feedback to Governors was they felt more lessons were needed around healthy relationships and mental health.
- Students said they feel worried about being judged if raising certain concerns around mental health of themselves or others and their concerns being raised with parents, some of them felt they would feel more comfortable raising issues anonymously through a drop box or by a more discreet way of alerting staff.
- More involvement with parents around sex education policy and PSD of student in general would be good either through the school website, in person or letters home.

Overall, the visit was very interesting and well organised.

PR2 thanked Governor 4 and Chair for attending the visit and for the feedback. PR2 added that we have recently initiated an anonymous drop box, but this is for general concerns rather than personal issues. We also have more staff on duty to supervise at lesson change over as well as snack break.

Governor 7 added that the Ofsted inspectors looked at personal development and were really impressed.

Governor 1 explained that it is positive that students feel safe in College. We also need to be giving healthy information about mental health.

PR2 showed Governors the Personal Development section on the College website.



Governor 7 added that it is students also recognising what staff are teaching them, as there are different interpretations.

Governor 4 added that it was good to see that topics that are being delivered are age appropriate.

PR2 agreed and added that it takes time to embed information with the students.

Vice Chair added that lessons are not as explicit in Year 7 as they are in Year 11.

Governor 1 added that everyone struggles with a variety of different issues. Students need to realise what is normal and what is not.

Governor 6 added that it is Mental Health Week coming up and asked if College are doing anything for this.

PR2 explained that yes, mental health will be spoken about to students through assemblies.

Governor 6 asked if we had mental health first aiders for students to speak to.

PR2 explained that we have Key Workers. Identified students have Key Worker Passes, however, all students are offered support by the Key Workers if required.

Governor 7 left the meeting at 17.32pm.

iii. 20.12.23 – Angela and Katie – Safeguarding

Governor 6 explained that her and Governor 4 took part in the Safeguarding Policy into Practice visit with Mrs Collins and Mrs Green.

During the visit, we saw the single central register where everything is logged and updated regularly.

The single central register includes every person that visits the site which include:

- Staff
- Outside agencies
- Contractors

Safeguarding training is also provided to all staff and additional training is given throughout the year if required.

All Safeguarding information given links to the Motivation, Commitment and Care ethos of the College.

We also had a meeting with the Deputy Designated Safeguarding Leads and the Education Welfare Officer and spoke about how they support Mrs Collins in getting students to school



and keeping them here. It is clear that the support given by the Key Workers and the attendance bus is having a positive impact on students.

Governors also checked what support is available to them. The staff confirmed that they have fortnightly check ins with Mrs Collins.

Mrs Collins also explained to Governors that parental engagement is hard. We have offered coffee morning, but these have not been successful. We are looking at different strategies to support parental engagement.

Governor 1 outlined that the feedback given is good and it supports the termly updates that we are given.

PR2 thanked Governor 6 and Governor 4 for attending the visit and the feedback given.

PR2 explained that there are 3 outstanding Policy into Practice visits to complete in the Summer term which are:

- Attendance and Behaviour
- Curriculum Impact
- Budget and Finance

The Clerk will be in contact with Governors to arrange these visits in the Summer Term.

Governors noted the content.

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

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|----------|--------|---|
| 04.06.24 | 4.30pm | Standards and Students Committee - (In person)    |
| 18.06.24 | 4.30pm | Resources Committee - (Zoom)                      |
| 02.07.24 |        | FGB Meeting (inc - Budget Approval) - (In person) |

Governors noted the dates for the Summer 23/24 cycle of meetings.

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**16. Other Business**

There was no other business.

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**17 Identification of Confidential Items**

11.1 Projected Outcomes Y11 & Y13.



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The meeting closed at 17.45pm.

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