

**MINUTES**  
**of the meeting of Local Governing Body of**  
**Teignmouth Community School (Exeter Road and Mill Lane)**  
**held on Thursday 25 November 2021 at 4.30 pm via MS Teams**

<b>Present:</b>		
<b>Name</b>	<b>Title/Role</b>	<b>Initials</b>
Kamel Benchouiha (part meeting)	Staff Governor Elect, TCS ER	KB
Polly Cox	Co-Opted Governor and Vice Chair of Finance, People and Premises Committee	PC
Karine Davies	Vice Chair of Governors and Chair of Exeter Road Committee	KD
Louise Dowler	Parent elected Governor, TCS ER and Governor Responsible for Safeguarding	LD
Mark McCarthy	Chair of Governors	MMc
James O'Connell	Headteacher, TCS ER and Governor (ex-officio)	JPO
Simon Shadbolt	Co-Opted Governor and Chair of Finance, People and Premises Committee	SSh
Annabelle Thomas	Headteacher, TCS ML and Governor (ex-officio)	AT
Gaby Willis	Trust Governance Officer/Acting Clerk	GW
Maggie York	Governor Responsible for SEND and Chair of Mill Lane Committee	MY
<b>Apologies:</b>		
Sean Bromfield	Parent elected governor, TCS ML	SB
Luke Marchant	Staff Governor Elect, TCS ML	LM
Jim Prior	Co-Opted Governor/Careers Link	JP
<b>Absent:</b>		
JPO (until 21/2/5.1)	Headteacher, TCS ER and Governor (ex-officio)	JPO

**Key to acronyms**

CPOMS	Child Protection Online System	CPD	Continuing Professional Development
DSL	Designated Safeguarding Lead	CEO	Chief Executive Officer
FTE	Fixed Term Exclusion (now called Suspension)	KS3	Key Stage 3 (Years 7-9)
FAR	Finance, Audit & Risk Committee of the Trust	KS4	Key Stage 4 (Years 10-11)
SEND	Special Education Needs and/or Disabilities	DBS	Disclosure Barring Services check
SENDCO	Special Education Needs and/or Disabilities Coordinator	LGB	Local Governing Body
LGBTQ+	Lesbian, gay, bisexual, transgender, queer (or sometimes questioning), and others. The "plus" represents other sexual identities including pansexual and Two-Spirit.	SCR	Single Central Record
PSHE	Personal, Social, Health and Economic Education	SIP	School Improvement Plan

<b>Item</b>	<b>Content</b>	<b>Action</b>
21/2/1.1	<p>The meeting opened at 6 pm.</p> <p><b>Apologies:</b> JP; SB and LM. JPO absent at this time due to another appointment.</p> <p>KB, who is the staff governor elect for ER pending approval by the Trust Board on 14 December, was welcomed. LM is the staff governor elect for ML and has sent apologies for this meeting. Introductions took place.</p>	
21/2/1.2	<p><b>Declarations of Interest in relation to items on agenda:</b> None received.</p> <p><b>Register of Interests:</b> No amendments received. MMc and KD declared that they have children in Year 11 in reference to the review of the exams policy later.</p>	
21/2/2.1	<p><b>Osprey Learning Trust:</b> KQ, CEO of the Trust, sent apologies and had furnished MMc with some items for governors to be aware of.</p> <p>The Trust is raising awareness that the number of cases in schools is rising so to please be mindful for onsite visits and meetings. These should stay with essential business in school and remote meetings where possible.</p>	

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	<p><b>Finance:</b> The company accounts are being presented to the Trust FAR Committee on 30/11 and then figures will be shared with the LGBs. Overall the financial position is looking generally positive.</p> <p><b>Recruitment:</b> This has been recognised as an issue for all schools with a number of jobs struggling to receive suitable applications and the Trust office are exploring other avenues for advertising posts and ways to make vacancies more visible and attractive to applicants.</p> <p><b>Safeguarding:</b> A new cycle of activity is being developed and will be shared across the Trust to ensure the Trust is giving support where needed, and to minimise potential overlap and duplication.</p> <p><b>Enrichment and collaboration:</b> A music event has been booked for 17 and 18 March across the Trust with the theme of Under the Sea with Trust wide collaboration across primary and secondary.</p> <p><b>Questions from Members and Trustees:</b> The drop in pupil numbers at both schools was highlighted at the Trust Board meeting so an update is requested from LGBs on plans to promote the schools and grow numbers.</p> <p><b>Action: In the cycle of business suggest engagement piece promotional plans are picked up by ER and ML committees for January meetings.</b></p> <p><b>Q: Is that the total number of children in the catchment area that could have been brought into the school have not, so the schools are losing out, rather than numbers going down for low birth years?</b></p> <p>AT has looked at birth rates for the area and currently parents and children are actively choosing to go elsewhere. A marketing plan is in place for ML and will be a 3-year process of increasing numbers. It was felt the biggest reason is that other schools now have their own nurseries whereas previously the children came to the ML nursery and then stayed.</p> <p><b>Action: AT to share the marketing plan in more detail at the next ML Committee.</b></p> <p><b>Curriculum Intent statement:</b> The contents have been discussed by Members and Trustees who have questioned whether it is sufficient; does it reflect the current curriculum and should there be more on the website? <b>That information can be shared with the Trustees.</b> It was agreed to return to this discussion in the ER Committee agenda item and when JPO is present.</p>	<p>KD/MY</p> <p>AT</p>
21/2/3.1	<p><b>Minutes of Previous Meeting:</b> A summary of action points was included on the portal. LD confirmed she and JPO had a catch-up phone call to share the experience LD had working at schools who had similar system of assessment weeks. This was useful and the discussion included things such as managing staff workload for assessment week and then marking; possible impact on the behaviour of the students if every lesson is an assessment in terms of stress levels, etc. LD felt that ER has things in place and these discussions are taking place in school.</p> <p>Sharing engagement statistics for social media – links in with pupil numbers and engagement which will be picked up at the sub-committees next term.</p> <p><b>Safeguarding visit to ML:</b> This is to be arranged. Awaiting further safeguarding guidance from the Trust and a follow up conversation with Jackie Jackson (Safeguarding Trustee) regarding division of responsibilities. SCR needs to be checked this term.</p> <p><b>Action: AT and LD to liaise and arrange SCR check before Christmas.</b></p>	AT/LD
21/2/3.2	<p><b>Accept the minutes as true and accurate record of the previous meeting:</b> Unanimously ACCEPTED.</p>	
21/2/4.1	<p><b>Chairs Update: Cycle of business</b> has been circulated and reviewed. Follow on steps are to map out agendas and cycles for some of the sub-committees and link roles such as safeguarding. This will help plan ahead. MMc welcomed comments and questions on this.</p> <p><b>Communication:</b> MMc asked how people are finding communication and if there are preferred methods. At a recent online DAG forum it was noted that Chairs found a Whatsapp group for governors useful for exchanging informal messages such as notifying of an email waiting; or</p>	

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	<p>sharing interesting articles. Teams functionality now with everyone on the school system is better for documents being drafted in progress.</p> <p>It was agreed that having school email addresses for governors is a very good step; and that a Whatsapp group would be helpful to alert for documents, emails etc. GW advised that a governor WhatsApp group must only be used for basic communications and alerts, not sharing of any other information or school/Trust documents which would continue to be the realm of the Trust secure portal. Governors to bear in mind the code of conduct and what is shared on this group.</p> <p><b>Action: MMC to set this up and everyone who wishes to be included please give their consent.</b></p>	<p><b>MMC/All</b></p>
21/2/4.2	<p><b>Staff Governors:</b> MMC stated these are a valuable part of the governing body and reiterated they are not to represent the staff body, but to provide a perspective from an active member of staff. Input, contributions and time much valued and it was acknowledged this is a commitment on top of a busy day job in school.</p> <p><b>Action: MMC to arrange meeting with KB next week to discuss the role further. GW to add recommendations for appointment of LM and KB as staff governors for ML and ER respectively to the agenda for the Trust Board on 14 December and confirm the outcome.</b></p>	<p><b>MMC/GW</b></p>
21/2/4.3	<p><b>LGB Handbook:</b> This is a reference document for responsibilities as a governing body and includes Terms of reference; cycle of business; and delegated functions; amongst other things. It was commented that this is very useful and informative and thanks were given to GW for working on this.</p> <p><b>Action: GW to amend “End of term 2022-2023”.</b></p> <p><b>Q: The acronym LGB has a strong similarity to LGBTQ+.</b></p> <p><b>Action: Consider if there is a better way to shorthand LGB (taking into consideration it is currently used in the Trust Scheme of Delegation and all policies across the Trust, not just TCS).</b></p> <p><i>JPO joined the meeting and gave apologies for the delay due to a technical issue.</i></p>	<p><b>GW</b></p> <p><b>All</b></p>
21/2/5.1	<p><b>Mill Lane Committee</b> – The minutes of this meeting have been circulated to all governors. MY gave a brief overview of the meeting and invited questions.</p> <p>It was commented that the SIP is very cohesive and shows the journey AT wants to take with strategy. Picked up on PP children and explained the primary curriculum which was very useful. MY is meeting the SENDCO and Curriculum Lead on 1 December and will do a learning journey. Discussed pathways through and progression in subject areas and AT is starting to broaden the curriculum. PHSE is running through and vocabulary is being implemented in all classes. Maths lead also attended and discussed the White Rose programme. A question was raised about the tendency to teach to the middle and what is being done to challenge the more able students and assurance has been given there are strategies in place. Transition was also discussed. All in all, a positive meeting.</p> <p>MY stated she had looked at the ER SIP and a lot of hard work goes into it by the Heads. Both SIPS now reflect the needs of the pupils and the community and thanks was given to JPO and AT.</p>	
21/2/5.2	<p><b>Exeter Road Committee:</b> The minutes of this meeting have been circulated to all governors. KD gave a brief overview of the meeting and invited questions.</p> <p>The Deputy Head took part in the meeting and questions were shared ahead of time but the committee didn't manage to cover them all in two hours and this will evolve. Looked at previous results, although not a normal year again in terms of teacher assessed grades rather than exams. Looked at recovery and pupil premium and started the curriculum intent document that is on the website which the Trust have asked be more detailed. There was a question for the sub-committee around a Link Governor for Pupil-Premium. GW confirmed it would be beneficial to have one but was not a statutory requirement. AT agreed the role ties in with a vulnerable pupils' group or outcomes on new pupil premium format so asks specifically for the name of a lead governor which is new.</p> <p>This had also been touched on in the FPP Committee and was linked in the same way for Covid recovery to check these funds are spent on the right thing and linked to the SIP so it was agreed to appoint one for each school:</p>	

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	<p><b>Pupil Premium Link Governors:</b> MMC nominated KD as PP link for ER. SSh seconded. Unanimously <b>AGREED</b>. MMc stated he is happy to pick up PP for ML and provide a bridge with the FPP Committee. KD nominated MMc, PC seconded. Unanimously <b>AGREED</b>. <b>Action: GW to note these new roles where appropriate.</b> <b>Q: Do you have a plan for how to take this forward next term.</b> KD replied this is not yet formulated. <b>Action: KD to work on this plan to review for agenda cycle for ER Committee.</b></p> <p><b>Q: Concern around gaps in learning for Years 8 and 9. Did JPO touch on how these pupils would be supported and what was happening? See lots is happening with Year 10 and 11.</b> KD advised improvement on previous years and more thought has gone into KS3 and understanding that getting this right will make good habits going forward. KS4 is better but no specific discussion on KS3 was held this time except that there are lots of things like the revision weeks; specifically for year 7 would be different to others and there is a progression into the school and the cycle of assessment is throughout the school so hope to show investment in future years. JPO advised there are adverts out for intervention tutors and specialists in English and Maths at the moment using £30k confirmed catch up funding. <b>Q: Are you resolving the split classes? Are there fewer split classes?</b> JPO confirmed there are less than last year but still some gaps at the moment as some staff in English are leaving which makes it more complicated.</p>	<p><b>GW</b></p> <p><b>KD</b></p>
21/2/5.3	<p><b>FPP Committee:</b> SSh gave a verbal update and thanked PC for taking the minutes, which are on the portal. Overall picture is only a sixth of the way through the financial year so looking at overall year and where money is going in broad terms. The Committee looked at three areas which will continue to be reviewed:</p> <ol style="list-style-type: none"> <li>1. Budget and link to SIP (so is there money behind the aspirations to fund them);</li> <li>2. Covid recovery catch-up funding and also pupil premium (so money coming in for specific purposes to see how both Heads are using that money for the benefit of the pupils);</li> <li>3. Infrastructure (looking at projects).</li> </ol> <p>In broad terms ER income is close to budget and costs in line with budget. Staff costs are under budget. ML income is close to budget with some additional funding for recovery income and school led tutoring all in line with budget at this stage and also Covid recovery catch-up funding is being used very well and to wider benefit of the school. <i>KB left the meeting as had been previously advised.</i></p> <p><b>Premises:</b> Works at ER going well. Summer works had a slight delay and fire safety and electrical safety will be completed early 2022. CIF bid being represented for boilers at ML and if that doesn't happen alternative funding will need to be found to allow this vital work to go ahead.</p> <p><b>Risk:</b> Covid risk register for both schools was reviewed and this was all as expected.</p> <p>AT confirmed another CIF bid will go in and no decision will be made until April 2022. There is money built into the budget to repay a loan of £10k per year. At the moment, the boilers are working but if they go again this year it will mean another school closure.</p>	
21/2/5.4	<p><b>Pay &amp; Performance Committee:</b> KD as Chair of this Committee confirmed they had discharged their responsibility as an LGB for this. KD confirmed the meeting took place and GW has sent the recommendations to the Trust for the FAR Committee approval on 30 November.</p>	
21/2/6.1	<p><b>Safeguarding:</b> LD and MMc attended a meeting at ER on 12 November with Pat Henchie and Jackie Jackson (Safeguarding Trustee and Chair of Vulnerable Children Committee) with the DSL and Deputy DSL. Main points covered were safer recruitment policies; DBS and reference checks; contractors and supply agency staff. Talked about the use of CPOMS to report safeguarding incidents by all members of staff and that all members of staff are well aware for anything urgent or pressing the must find the DSL or Deputy DSL immediately. Discussed the way students can report any concerns and that they know what to do to support their welfare and talked about a lot of issues dealt with by the tutor and then escalated to welfare team. Discussed some big issues such as peer on peer abuse being dealt with in assemblies, PHSE lessons, and an ex-professional footballer who worked with Year 9 which was very successful and more sessions are planned. Talked through some incidents for safeguarding and work done with outside agencies when necessary. Main thing from the meeting PH and JJ were very concerned</p>	

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	<p>with what the Trust can do going forward to support the team. Discussed the schedule in place for what will be addressed at regular safeguarding meetings so LD will meet with the DSL on a termly basis and a timetable for that is being discussed at the moment to ensure everything is covered and will be ongoing.</p> <p>LD attended a Babcock webinar training on Wednesday on the responsibilities of the safeguarding governor which gave a lot of ideas. LD stated the key thing to take away was every visit governors do to a school should in some way be safeguarding. When filling in visit monitor reports governors should note any safeguarding protocols such as staff wearing lanyards, sign in process, etc</p> <p><b>Action: GW to add safeguarding notes to template for monitoring visit form.</b>  <b>Action: LD to share on the portal the responses from the DSL to questions posed.</b></p> <p>Related item for this agenda is the safeguarding data for HT1. MMc invited any areas of concern from the Heads in the first term.</p> <p>ER: JPO stated the data is similar to previously. Overall attendance seems largely in line with secondaries in our region. Behaviour incidents show suspensions are high and are graded as a concern on the SIP but compared to other secondaries are average, and behaviour incidents are reducing slightly although there is some way to go. Numbers are relatively stable.</p> <p>ML: AT advised attendance is poor but this is a result of Covid. Analysis has been produced for the Trust which can be shared with governors and shows ML still sitting in line with Devon at 92% although it is usually 95-96%. Suspensions have reduced and there is a real shift in more positive behaviour at the school. Curriculum has widened and trips have started again which has made a huge difference and is positive. It was noted that students being off with Covid now counts towards school attendance whereas it did not previously.</p> <p><b>Action: AT to share the attendance analysis with governors.</b></p>	<p style="text-align: right;">GW LD</p> <p style="text-align: right;">AT</p>
21/2/6.2	<p><b>SEND:</b> MY is going to ML on 1 December and is waiting for the SENDCO at ER to provide some dates for ER. Report will follow at the next meeting.</p> <p><b>Action: MY to follow up request to ER SENDCO for meeting dates.</b></p>	<p style="text-align: right;">MY</p>
21/2/6.3	<p><b>Careers:</b> JP has sent apologies and there is no report to share. MMc asked if JPO has anything significant to mention at ER and whether the Careers Officer vacancy been filled? JPO advised that applications are currently being looked at and a decision being made for the next stage.</p>	
21/2/7.1	<p><b>Autumn term progress against SIP (ML):</b> Circulated to governors in advance. AT focus on maths curriculum and lots of CPD has gone in to create consistency across the school with LM supporting planning. Science has moved on and the Deb Wring visit highlighted this. Kites provision was over budget this year as there has been a huge uptake and focus on appointment who has shifted things along. Started to link with other nurture provisions.</p> <p>Parents forum has started online and it is hoped this will move to in-person when possible. Parent workshops have started but were sadly not well attended. Lots of books were not returned after lockdown despite chasing so quite a lot of resources has been spent there to replace them.</p> <p>Kingfishers bought a new assessment package, Boxall Profile, which assesses children's softer skills. Work has been done with local community police officers with Y5/6 for personal development and a child assault prevention workshop has been booked in March to work on peer on peer abuse at primary levels. QA calendar is being adhered to and there has been a recent orracy project across the Trust which will be reported at the next ML Committee.</p> <p>Forest Tots for children 18 months – 4 years across the community has received excellent feedback. Wellbeing activities xmas music quiz for staff is planned online.</p> <p>Nurture provision application has been rejected based on KS2 progress data in 2019 which it was felt was not strong enough despite being a good school and a commendable application. AT met with Devon today and this decision will be appealed with data put together to show a huge change in the last two and a half years. Another application can be made for next September. The £46k received in advance from County is to be kept and spent on the SEND nurture provision as it stands, and vulnerable children.</p>	
21/2/7.2	<p><b>Autumn term progress against SIP (ER):</b> JPO already mentioned attendance which seems in line with average. Big push on punctuality in last 3 weeks which has been very positive. Coded suspensions red but they are in line with average. Training is positive with weekly briefings online</p>	

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	<p>and being recorded for those who cannot attend. Feedback from parents is mixed and represents the current situation.</p> <p>Anti-bullying ambassadors and eco-environmental prefects are being appointed as part of a big push about expectations and this will be the focus of training from January. One permanent exclusion has taken place.</p> <p>Quality of teaching expectations are having some very good impact and 2 weeks of assessment are about to begin to help quality assure data and help focus pupils on independent learning skills and revision. NASEND report with the SENDCO which was very positive and can be shared with governors.  <b>Action: JPO to share this report.</b></p> <p>There are three different adverts out for tutors in maths and English which will be important for January. Strengthening leadership and developing, middle leaders becoming part of school is more and biggest challenge is to get out and visit other schools. Links with Newton Abbot College and Estuaries Trust in Dawlish is good and joint work is happening there. Visits with some other high achieving schools are to be planned. There is work to do on tutoring and developing high expectations which is the focus now.  Questions invited.  <b>Action: MY to follow up discussion with ER SENDCO around passports and SEND review.</b>  Q: With regard to the behaviour cards that have been brought in for pupils who are at risk of exclusion. Is that card open for all staff to monitor or just in a subject area? Individual Behaviour Monitoring Card.  JPO advised this is a spreadsheet for monitoring particular students and a member of the SLT meets with the student and home. This isn't a report card; it is an extra focus high end monitoring process to support and address some of the high end behaviours.  Q: Are parents involved in that?  JPO confirmed there is a weekly catch up with parents.  Q: Parent survey results show a relatively small number of responses. Are there specific plans you have for following up of that sample and what the percentage who are not happy are not happy about and can this be discussed at the ER Committee next term?  JPO stated there are written comments as well which cover a range of points. Questionnaires are planned on six monthly basis.  <b>Action: JPO to share parent questionnaire with governors for engagement with parent voice.</b></p>	<p>JPO</p> <p>MY</p> <p>JPO</p>
21/2/8.1	<p><b>Headteacher Report (ML):</b> This was available to governors ahead of the meeting. Questions invited. AT advised she has changed the format this time as in the Ofsted sections and will continue to do this going forward.</p>	
21/2/8.2	<p><b>Headteacher Report (ER):</b> This was available to governors ahead of the meeting. Questions invited.  Q: In challenges, you mentioned anti-social and bullying behaviour in Year 7. What has been done to address this?  JPO replied that a meet the tutor evening with new Year 7s was very positive at the end of last term but in social time incidents are occurring with high end anti-social behaviours. There are now extra duty staff in this area of the school and sixth formers have been recruited and prefects are on duty. Work is being done with anti-bullying ambassadors and some interventions are happening in terms of specialist staff working with some of the students. Bullying behaviours and some of the social issues have become slightly worse this term. PHSE programme is better; specialist assemblies were done with Year 7 regarding how to get along etc and there will be some more of this.</p> <p>MMc advised that the CEO is arranging a meeting with the Chair of the Trust Board, MMc and KD to discuss feedback from the recent behaviour review at ER and this will be picked up at the next LGB meeting to review the plans and progress.</p> <p>Q: A line on your review from curriculum and wellbeing perspective hopes that the return of clubs, assemblies and extra-curricular activities will be positive.  JPO confirmed there are lots of sports fixtures, concerts, and a theatre trip planned.</p>	

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	MMc attended Sixth Form open evening and thought the school showed itself very well and the sixth form offer presented very well, with engaged staff. Other parents spoke very positively about the event and thanks were given to JPO and staff for running this.	
21/2/9.1	<p><b>Risk Management - Covid:</b> MMc asked if any specific concerns around Covid need to be addressed.</p> <p>ML: AT updated on the current situation at ML with increased cases despite early intervention. Risk assessment has been updated. 14 cases across the school, including some staff. Moved to bubbles 2 weeks ago. Public Health advice has been quite poor but a decision was made early by the school which has reduced it. Transmission is coming from siblings and out of school, not in school. Other changes have been made such as Reception now having lunch in their building; no cakes or sharing food in school and minimising all staff contact and not socialising where possible. Christmas productions are being considered and parents will be updated on 1 December about these. Children are still practicing for a production and will still get the experience but it may be recorded and circulated to parents.</p> <p><b>Action: AT to update MMc on 1 December</b></p> <p>ER: Continuing with mask wearing in corridors. Around 12 students with Covid at any one time. If there is in-school transmission and this number increases then events would be looked at. Co2 monitors are showing good ventilation everywhere. The biggest challenge is staff with primary age children and childcare limitations and then they become infected and have to isolate.</p> <p><b>Q: Before half term we had the visit to do the vaccinations in school and some more communications were expected on this. Has school sent anything else to parents?</b></p> <p>JPO stated that the school immunisation service said they would be in touch to do flu again but nothing has been received so far. Advice re Covid vaccination would be to take 12-year olds and above to a vaccination centre.</p> <p>Covid RA100 forms <b>AGREED</b> as shared on the portal.</p>	AT
21/2/9.2	<p><b>Risk Register:</b> On the portal and was reviewed by the FPP Committee, particularly in relation to financial risks. Remains as a standing item and if there are any concerns from governors for the schools these should be flagged to the Chair.</p>	
21/2.10.1	<p><b>Policies and Procedures</b></p> <p><b>Early Career Teaching (ECT):</b> Rewrite of policy for ER and specific functions that DfE require governing bodies to undertake to ensure ECT guidance is adhered to and this was updated for September 2021. Question is does this require being a policy document or a procedural item for the schools to manage and as LGB collate evidence in other ways that requirement is being met. Whatever works most effectively for Heads and as LGB to have a process. It was suggested something be arranged as a summer term visit to meet with or speak with the ECT for that year.</p> <p>AT advised that ML don't have any ECT. Not a statutory requirement but could pinpoint what ML do and revisit it as required.</p> <p>A discussion took place and it was <b>agreed it will be not be a policy. It will be a procedure that can be monitored by governors.</b></p> <p><b>Action: MMc will add something to the cycle of activity relating to a monitoring visit for this function depending on if the school has any ECT within that given year.</b></p>	AT/JPO MMc
21/2/10.2	<p><b>Exams and Accessibility – ER:</b> Bringing together what were a couple of the other policies that previously existed for the school – accessibility and previously a malpractice policy so that tidies those up. JPO stated there is a new amendment every year for JCQ so have to keep sharp eye on it and update. Unanimously <b>ADOPTED.</b></p>	
21/2/10.3	<p><b>Sex and Relationships (SRE) – ER:</b> <b>Q: on page 10 under point 7 withdrawal from lessons missing age threshold. Second paragraph has some text missing.</b></p> <p><b>Action: JPO to amend this and circulate again.</b></p> <p><b>Q: Requirement on RSE how do you manage the fact that one year the requirements will be added and say Year 10 and 11 are at the end of their time with TCS; how do you manage that it is changing every year?</b></p> <p>JPO advised there is a requirement to review the curriculum map on a regular basis. Compulsory requirement for sex education came in but it doesn't change all the time. Amendment just needs to be planned for. It became statutory from September 2021 so the schools had lead-up time.</p>	JPO

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	<p>Q: There is no formal assessment mentioned; will you be doing quality assurance as in the other subjects with learning walks and deep dives? Will that be included within the quality assurance systems?</p> <p>JPO confirmed faculty improvement plans with PSHE and this is involved in the deep dive programme and weekly drop-ins take place. Aiming to create an open culture with discussion and exchange of ideas and for students to enjoy the subject.</p> <p><b>Unanimously ADOPTED.</b></p>	
21/2/10.4	<p><b>Pupil Premium Plan – ER and ML:</b> These documents were reviewed by the sub-committees. AT stated the ML document is not finished yet. It is a working document so still need budgets to go on there and doesn't need to go on the website until 31 December.</p> <p><b>Agreed to approve this remotely.</b></p> <p>JPO confirmed the ER document is also a working document and will change so staffing and catch up funding will be included.</p> <p><b>Agreed to approve this remotely.</b></p> <p>As schools are required to publish their PP Plans by 31 December, to allow for it being a rolling document giving a snapshot at that time it was suggested a note be included to say "Reviewed and agreed at <i>date</i>".</p> <p><b>Action: JPO and AT to amend plans to include this note.</b></p> <p>The drafts in principle as presented were AGREED and tweaked versions will be reviewed remotely via the portal before publishing on 31 December.</p>	<p style="text-align: right;"><b>All</b></p> <p style="text-align: right;"><b>All</b></p> <p style="text-align: right;"><b>JPO/AT</b></p>
21/2/10.5	<p><b>Policies for review at the next meeting:</b> MMc asked if there are any policies Heads are specifically working on or suggest safeguarding wellbeing.</p> <p>ML: Intimate Care and Mobile Phone ready to go. Another 5 need to be done before Christmas updated from June review meeting.</p> <p>ER: JPO advised he is re-writing the Behaviour policy before Christmas which also includes anti-bullying and mobile phones.</p> <p><b>Action: Policies to be available by 6 December for remote approval by 13 December and this to be noted at the LGB meeting in January 2022.</b></p> <p><b>Action: GW to chase up on Friday that week as a reminder.</b></p>	<p style="text-align: right;"><b>All</b></p> <p style="text-align: right;"><b>GW</b></p>
21/2/11.1	<p><b>Training:</b> LD attended responsibilities of safeguarding governor training with Babcock.</p>	
21/2/11.2	<p><b>Governor visits other than Covid or already discussed:</b> MMc attended ML parent forum virtually. Attended ER parent forum as did KD in person and noted engagement was relatively low but there was some useful discussion. MMc attended Sixth Form open evening.</p>	
	<p>Meeting closed at 6.43 pm.</p>	