MINUTES

Meeting:	Governing Board	**Date:**	18 Sept 2024
School:	**Wellacre Technology Academy**		
Venue:	School	**Time:**	4.45 p.m.
Governance Professional:	**Trust Governor Services** Julie Lawson (Head of Service)	**Clerk:**	Trust GS

PRESENT:
Mr T Fredrickson
Mrs L Henry
Mrs J O'Connor
Ms H Rayson
Mr S Russell
Mrs J Sharrock (Principal)
Mr A Young

IN ATTENDANCE:
Miss P Bailey (Associate Member)
Mr P Pemberton (Vice Principal)
Miss A Evans (Clerk, Trust GS)

1. MEETING MANAGEMENT PART I

1.1 ATTENDANCE, APOLOGIES & APPOINTMENTS

Resolved:

i) That the apologies for absence for Ms L Hepple-Stokes, Cllr S Procter and Mrs J Thirkill be accepted.
ii) That Miss P Bailey be appointed Associate Member for 2024-25
iii) That the attendance of Mr P Pemberton at this meeting be approved.
iv) That the resignation of Mr O McGrattan be noted

1.2 DECLARATION OF INTEREST IN AGENDA ITEMS & UPDATES TO BUSINESS INTERESTS

There were no declarations of conflict of interest, direct or indirect pecuniary interest by members of the Board in respect of any item on the agenda.

2. COMPLIANCE PART I

2.1 SAFEGUARDING TRAINING FOR TRUSTEES

Mr P Pemberton began the training with a Quiz then proceeded with outlining changes to safeguarding guidance and practice.

Key Changes to Safeguarding were explained and include; protecting children from maltreatment (whether within or outside the home including online) and providing help and support to meet the needs of children as soon as problems emerge.

Mr Pemberton explained how Staff are updated on Safeguarding including;

- Reading guidance and School Policy
- Safeguarding Quiz
- Safeguarding online courses
- Submission of pro-forma

Additional Changes to KCSIE 2024 were explained including updates on Early Help, Abuse and exploitation, missing education (unexplainable persistent absence) and Alternative Provision (school remains responsible for students attending alternative provision).

Guidance regarding Gender Questioning in Schools and LGBTQ+ is yet to be published (following consultation) but there is an updated section in KCSIE.

Other updates were given with reference to

- Schools' responsibilities and expectations for filtering and monitoring
- Concerns about staff/adults working with children, low level concerns, allegations and whistleblowing

Reference was made to Safeguarding Audit 2024 and Governors' actions from the audit including ensuring the Board is aware of the Safeguarding team members.

Examples of some posters around the school were shared with Trustees.

Q: Does the filtering identify the exact student?
Confirmed

Q: How many domestic abuse cases were there over summer?
8

Q: How many low-level concerns became allegations?
None, but all are logged.

Q: Is it a 100% pass mark for the Safeguarding test/quiz?
20 out of 25 for a pass.

Q: Do the Governors get that test too?
Yes, the Principals PA is sending the link tomorrow. A paper copy of the quiz can be provided.

Mr Pemberton was thanked for his training and left the meeting.

2.2 APPOINTMENT OF CHAIR OF THE GOVERNING BOARD 2024-25

Mr A Young withdrew for this Item

Resolved: ***That Mr A Young be appointed Chair of the Governing Board for the academic year 2024-25.***

2.3 APPOINTMENT OF VICE CHAIR OF THE GOVERNING BOARD 2024-25

Mr S Russell withdrew for this Item

Resolved: ***That Mr S Russell be appointed Vice Chair of the Governing Board for the academic year 2024-25.***

2.4 ANNUAL REGISTER OF BUSINESS INTERESTS

Trustees were advised of the requirements regarding publication of the business and pecuniary interests of each Trustee, details of other governorships and relationships between Trustees and/or staff. Trustees were reminded to update or confirm their declarations on GovernorHub via their profile on an annual basis.

2.5 COMMITTEE MEMBERSHIP & REMITS 2024-25

Resolved:

i) That the Guidance Note be received and noted.

It was noted that Mrs L Henry had been appointed as a Community/Co-opted Trustee at the last meeting, her son has left the School so she is no longer a 'Parent' at the School.

Committees will remain the same as follows with any gaps being worked out by the Chair and the Principal and Chair of each committee will be appointed at those meetings for 2024/25:

Resolved:

- ***ii)*** ***That the following membership and remits of Committees be approved.***
- ***iii)*** ***That Chairs of Committees be appointed at the first meetings of the academic year.***

Behaviour, Attitudes & Personal Development Committee
Mr S Russell
Mrs L Henry
Mr T Fredrickson
Mrs J Sharrock

Curriculum & Standards Committee
Ms H Rayson
Mrs J O'Connor
Mr A Young
Mrs J Thirkill
Mrs J Sharrock

Finance & Resources Committee
Mr D Hinchcliffe
Mrs M Radhakrishman
Cllr S Procter
Ms L Hepple – Stokes
Mrs J Sharrock
Miss P Bailey

Pay Review Committee
Mr A Young
Mr C Hinchcliffe
Mrs J O'Connor

Mrs Radhakrishman's term of office is coming to end, and she has been asked whether she wishes to continue as a Trustee.

The Head will issue Parent Governor/Trustee nomination request next week.

2.6 **REVIEW LINK GOVERNOR ROLES**

Resolved: ***That the following Link Governors be appointed;***
Safeguarding – Mr S Russell and Mrs L Henry
SEND – Mr S Russell and Mrs L Henry
Pupil Premium / Careers – Mrs H Rayson

2.7 **CODE OF CONDUCT 2024-25**

Resolved: ***That the Code of Conduct 2024-25 for Trustees/Governors be received, noted and adopted.***

2.8 **TRUSTEE REPORTS FOR WEBSITE**

Resolved:

i) ***That the Report on Trustee Attendance at meetings 2023-24 be received and noted.***
ii) ***That the Trustee Training Report be received and noted.***
iii) ***That the Diversity Report be noted but remain unpublished.***

2.9 **SAFEGUARDING NOTICE**

Trustees were asked to confirm reading Keeping Children Safe in Education 2024 by clicking on the Confirmation via their Profile, Declarations on GovernorHub.

Resolved: ***That the update to KCSIE 2024 be noted.***

3. MEETING MANAGEMENT PART II

3.1 **APPROVAL OF MINUTES OF THE MEETING HELD ON 10 JULY 2024**

Resolved: ***That the minutes of the meeting held on 10 July 2024 be approved as a correct record.***

3.2 **MATTERS ARISING FROM THE PREVIOUS MINUTES**

i) **MAT Strategy**

Q: The Principal was asked whether there was any update.
There was nothing to report or discuss.

4. PERFORMANCE

4.1 **PRINCIPAL'S REPORT**

Resolved: ***That the Principal's Report be received and noted.***

As the report was distributed in the summer it was confirmed that this had been read by the Board members prior to attending the meeting.

The Principal highlighted the pleasing GCSE results.

Q: Last Ofsted, they felt grouping students in terms of foundation subjects was a better option, particularly around Science, will you be moving toward the higher paper with English and Maths?
Not necessarily. Tiering was an issue but seems to have resolved itself. Implementation of the Science curriculum maybe a concern when outcomes are considered.

Q: Can we do a deep dive on Science?
Yes, the leader of Science will attend the Curriculum Committee meeting.

4.2 **FINANCE & OPERATIONS UPDATE**

Resolved:

i) ***That receipt of the Monthly Management Accounts be noted.***

The Savoy kitchen refurb was highlighted. Late in the summer the Head of DT applied for a grant to refurbish the food technology rooms and was awarded £20k. Confirmation of this was received around mid/end June.

Head of DT obtained quotes, and the work was carried out by Winton Carpets. The Principal added that as food was so popular they have changed from Food and Nutrition to Hospitality and Catering.

It was noted that, over the past 2 years the school has invested roughly £120k updating ICT with Wi-Fi and networking. There is £60k in the ICT strategic budget to update the Servers. The new Server will be £38,327, the rest will be used for laptops. The school also need to update to windows 11 as windows 10 becomes obsolete in the near future.

Resolved:

ii) ***That the ICT expenditure be approved and the contract awarded to DataSpier.***

Miss Bailey distributed a letter received from Accountants regarding the ESFA closing and responsibility transferring to the Department for Education.

Resolved:

iii) That the update regarding the ESFA closing be received and noted

5. COMPLIANCE PART II

5.1 POLICIES FOR APPROVAL

Resolved:

i) That the Attendance & Punctuality be approved
ii) That the Behaviour and Learning Policy be approved
iii) That the Dealing with Allegations of Abuse Against Staff Policy be approved
iv) That the DAE Guidance – What to do if you're worried a child is being abused be received and noted
v) That the Donations Policy be approved
vi) That the Early Careers Teacher Policy be approved
vii) That the Equality Accessibility & Action Plan be approved
viii) That the KCSIE Part One and Annex B 2024 be noted
ix) That the Privacy Notice for Governors & Volunteers be approved
x) That the Safeguarding & Child Protection Policy be approved
xi) That the Social Media Policy be approved
xii) That the Staff Capability Policy be approved
xiii) That the Staff Discipline & Conduct Policy be approved
xiv) That the Staff Emotional Health & Well Being Policy be approved

5.2 ADMISSIONS POLICY 2026

Resolved: That no changes are necessary to the Admissions Policy for 2026 and the Policy be determined and copy sent to the LA.

5.3 **NOTICES FROM TRUSTGS (CLERKING SERVICE)**

Resolved:

- ***i)*** ***That the updated*** *Academy Trust Handbook* ***(1 September 2024) be noted.***
- ***ii)*** ***That the*** *Dear Accounting Officer Letter* ***(31 July 2024) be noted.***
- ***iii)*** ***That the termly Governors' Newsletter,*** *The Clerk's Post Governance Newsletter (Autumn 2024)* ***be received and noted.***
- ***iv)*** ***That the*** *Governor Training Calendar Autumn 2024* ***be noted.***
- ***v)*** ***That the updated DfE Statutory Guidance,*** *Working Together to Improve School Attendance* ***(published 19 August 2024) be received and noted.***

5.4 **ANY OTHER BUSINESS**

i) **Land Update**

There is no update at this time.

ii) **GDPR Training**

Miss P Bailey asked if Mr Russell and Mrs Henry received GDPR Training in their employment and requested they email her to confirm.

iii) **Open Evening**

The Principal reminded the Board of the school's Open Evening and invited Trustees to attend.

5.5 **ADDITIONAL AGENDA ITEMS FOR NEXT MEETING**

There were no additional items requested for inclusion on the agenda for the next Board meeting.

5.6 **ACTION SUMMARY**

Resolved: ***That the following Actions arising from the meeting be noted.***

i) ***Mr Russell and Mrs Henry to email Miss Bailey to confirm that they receive GDPR training with their work.***
ii) ***Safeguarding Audit Actions and Quiz to be made available to the BAPD Committee by Mr P Pemberton.***
iii) ***Miss Bailey to check Social Media Policy with the appropriate parties as it currently does not include new apps such as Discord.***

5.7 **DATE OF NEXT MEETING**

Resolved: ***That the next meeting of the Governing Board be held at the school on 27 November 2024 at 4.45 p.m.***

The meeting closed at 6.45 p.m.

Chair of Governing Board ……………………………………….

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