

TRINITY THROUGH SCHOOL

Minutes of a meeting of the Governing Body of Trinity Through School held at the Secondary School on **WEDNESDAY 26th FEBRUARY 2020 AT MIDDAY**

PRESENT:

Mrs Moira Cuthbert	Chair
Mr David Lucas	Executive Headteacher
Mrs Hayley Atwere	Vice Chair
Rev Bridget Shepherd	Vice Chair
Mrs Lindsay Miles	
Ms Adeola Fatiregun	
Mrs Rachel Allard	
Mr Sam Carew	

ALSO PRESENT

Mr Daniel Hudson	Clerk to the Governors
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The chair opened the meeting with a welcome.

1. APOLOGIES AND DECLARATIONS OF INTEREST

It was **AGREED** that apologies for absence be received on behalf of Ms Meera Robbins, Mr Mark O'Brien, Dr Lucy Alderson, Dr Hilary Leever and Mr Michael Thompson.

Governors were reminded that they must declare conflicts and pecuniary interests before items were discussed and must withdraw from the meeting while the item was under discussion.

Although not in attendance the normal declarations of non-pecuniary interest made by Mrs Gail Exon in respect of her membership of the SDBE MAT and Dr Hilary Leever in respect of EngineeringUK, Director of Scenta and Big Bang CIC were noted.

ACTION BY: Clerk to record

2. BUSINESS FOR THE MEETING

RESOLVED that the business set out on the agenda and recorded in the minutes be approved.

ACTION BY: Clerk to record

3. SCHOOL BASED ISSUES

3.1 Report of The Executive Headteacher

Prior to consideration of this item the agenda for the governor's day was circulated for information.

The Executive Headteacher then referred governors to his report which had been circulated with the agenda and which made reference to the following key points:

Q: Did the wording of the Admissions Policy actually reflect the intent of the school/governors in relation to the criteria for staff?

A: The wording had been agreed with input from the Diocese and was the best fit to ensure that the objectives wished for the admission of children of staff were met.

Replying to a follow up suggestion it was stated that it was not possible to add an addendum to the Policy to provide even further clarification.

The Chair supported the comments of the Executive Headteacher and added that this point had been robustly discussed with the Diocese who had provided the guidance which would be used by all Diocesan schools.

In relation to Foundation Places it was **AGREED** that points 1 & 3 be amended to reflect that this related to Church of England and reference to Anglican should be removed.

It was therefore **AGREED** that the Admissions Policy be approved.

Q: Was it possible to provide an update in relation to admissions?

A: It was reported that the Secondary Admissions process has been completed. While final numbers were still awaiting it was to be expected that the Secondary School would be full with 35-40 pupils transitioning from the Primary School. If this was to occur, then overall numbers would be above the PAN but would be manageable.

Governors were reminded that all Y6 pupils at the Primary School were guaranteed a Y7 place and work had informally been undertaken with parents to ascertain if these places would be taken, and thus a figure of 35-40 was the best guestimate.

On the confirmation day all parents would be formally written to and welcomed to the Trinity community.

Governors expressed the view that the increasing numbers were a clear sign of the success of Trinity and the fact that it was a clear school of choice for the local community.

For the Primary School numbers would be confirmed later in the school year but the Executive Headteacher reminded governors of the continued fall in reception numbers across the Borough and the region.

Q: What was the rationale for the staggered start to the autumn term?

A: It was confirmed that as a maintained school Trinity used the Local Authority dates each year. The Executive Headteacher stated he had added our own INSET days to ensure the days add up. The only change compared to last year is the addition of a second induction day. There are two reasons – firstly it was felt that getting pupils to further know/explore the school supports their transition when other pupils are not around. Last year one day was not quite enough. The second reason is that it was felt having the first full day a Friday could hinder attendance. There is no time to get back into the flow of learning. Starting all pupils back on a Monday means it would be easier to get pupils back into the standard routine straight away.

This was accepted by the governing board and the 2020/21 term dates were **AGREED**.

The Executive Headteacher then referred governors to the tabled School Improvement Review reports which had been undertaken by Lewisham Learning and the SDBE.

Both would be formally considered at the next Curriculum and Standards Committee and via the next EHT report to the governing board, but in summary both had been positive of the school although the reviews had raised a number of issues that required further action.

He acknowledged that the reviews contained several inaccuracies, but these would just have to be accepted and the School would move on.

Q: Had the school requested the reviews and if so, why had these particular reviewers been chosen?

A: The Executive Headteacher commented that the school had requested the reviews as external observation and challenge was a key dynamic to ensure that Trinity continued to improve and ensure the best outcomes possible for students.

The Reviewers had been chosen as both the Diocese and other school involved would provide comprehensive focused challenge, quality assurance and robustly detail the next steps that Trinity could build upon.

Finally, governors received the contents of the rest of the report, making particular reference to the safeguarding, faith events and school Eucharists, and the Executive Headteacher was thanked for his comprehensive and positive report.

**ACTION BY: Executive Headteacher
 Clerk to schedule**

3.2 Catering Contract

The Executive Headteacher and Chair reported on the consideration given to this matter at the Resources Committee.

Governors were reminded of the forthcoming extraordinary meeting to be held on Wednesday 4th March 2020 at Midday when the options for the catering contract would be considered in detail and appropriate decision reached.

ACTION BY: Clerk to schedule

4. MINUTES AND MATTERS ARISING

Minutes

Having been circulated in advance of the meeting it was **RESOLVED** that the minutes of the meeting held on 27th November 2019 be confirmed and signed as a correct record.

Matters Arising

School Uniform

Following the deliberation and the decisions reached at the last governing board meeting the Executive Headteacher confirmed that parents had been advised of the decisions concerning the appropriate wearing of school uniforms. While some minor issues continued at the Primary School the spring term was being used to ensure that there was a consistent approach to reminding students to the wearing of school uniforms.

Governors' Conference

The Chair reported on the recent conference which had been very useful, and she hoped that more governors would be able to attend future sessions.

ACTION BY: Clerk to record

5. ITEMS FOR FUTURE MEETINGS

The scheduling of items for the next meeting would be confirmed via the Governors Handbook which had been finalised by the Executive Headteacher and consideration of business at the Committees and items recommended by the Local Authority which would be confirmed by the Clerk.

Q: How could governors ensure that they effectively with business by focusing on the key issues?

A: The Clerk reminded governors of the importance of reading documents in advance of the meeting and during meeting both he, the Chair and Executive Headteacher would indicate those matters requiring due consideration.

ACTION BY: Clerk to schedule

6. DATE AND TIMES OF FUTURE MEETINGS

Governors noted the 2019/20 schedule of dates for the governing body and committees which had been circulated in the Governors Handbook.

The next meeting of the governing board was scheduled for **Wednesday 17th June 2020 at 4.30p.m.**

It was **AGREED** that if governors wished to record meetings/diary entries electronically then this would have to be actioned by themselves.

**ACTION BY: All to note
Clerk to schedule**

7. ANY URGENT BUSINESS

7.1 Corona Virus

Q: What actions were the school taken to address the possible impact of the Corona Virus?

A: The Executive Headteacher stressed that the school would action any requirements directed via Public Health England and/or the Local Authority. Current advice was that schools did not need to close, and risk assessments continued in relation to school trips and specifically any overseas.

ACTION BY: All to note

The meeting ended at 1.05p.m.

Chair

Date