

**Helsby High School  
Governing Body Meeting  
Monday 1 July 2019  
5.00pm School Library**

**Present**

**LA Governor**

Mrs F Miller

**Parent Governors**

Mrs A Critchley

**Staff Governors**

Mr M Hill  
Mrs D Jones

Headteacher

**Co-Opted Governors**

Mrs B Ratcliffe  
Ms G Fullbrook  
Mr C Jennings  
Mr T O'Neill  
Mr A Wheeler  
Mrs J Cawley-Gelling  
Mr A Gardiner

Chair of Governors

**Also Present**

Mrs S Warburton  
Mr M Vickers  
Dr A Morley  
Mr I Devereux Roberts  
Mrs C Goodwin

Deputy Headteacher  
SBM  
Associate Member  
Associate Member  
Clerk

**Apologies**

Mrs M Porter

Vice Chair of Governors

**G18.54**

**Apologies**

Apologies were accepted as above.

**G18.55**

**Disclosures of Interest.**

There were no disclosures of interest.

**G18.56**

**Minutes**

To confirm and sign Part 1 minutes of the Full Governing Body Meeting held on Monday 18 March 2019.

Resolved:

That the minutes of the Full Governing Body Meeting held on Monday 18 March 2019 be signed as a true and accurate record. Full GB Minutes to be placed on school website.

Clerk

**G18.57**

**Matters Arising from the Minutes**

There were no matters arising.

**G18.69**

**3G Grant Application**

Governor updated Full GB with regard to the application process of the Artificial Grass Pitch planning process.

Resolved:

That the information be received. Thanks were given from Chair to all those involved.

**G18. 58**

**Part One Reports from Committees**

- Finance Committee Minutes from Wednesday 24 April 2019 agreed as a true and correct record
- Welfare and Safeguarding Committee Minutes from Wednesday 8 May 2019 agreed as a true and correct record

- Staffing Committee Minutes from Wednesday 15 May 2019 agreed as a true and correct record
- Achievement & Curriculum Committee Minutes from Wednesday 5 June 2019 agreed as a true and correct record
- Premises Committee Minutes from Wednesday 19 June 2019 agreed as a true and correct record
- Community Committee Minutes from Monday 24 June 2019 agreed as a true and correct record

<b>G18.59</b>	<b>Matters arising from the Committee Minutes</b> SBM informed Governor's that 4 Science classrooms would be redecorated over the summer break.	
<b>G18.60</b>	<b>Summary of Governor Meetings Summer Term 2019</b> Resolved: That the information be received. To be updated on school website.	Clerk
<b>G18.61</b>	<b>Code of Conduct Policy for the GB</b> Chair presented Code of Conduct to GB and asked that it be considered and brought to the next Full GB meeting on 30 September 2019.	All Governor s
<b>G18.62</b>	<b>Governor Training 2018-19</b> Chair presented a list outlining training completed by Governors. Mr  T O'Neill advised that he had attended Fraud Training external to HHS. Resolved: That the information be received.	
<b>G18.63</b>	<b>Governor Meetings Dates</b> 1 <sup>st</sup> Full GB Meeting in new academic year changed to 30 September 2019. Clerk to update table and email to those concerned. Resolved: That the information be received.	Clerk
<b>G18.64</b>	<b>Schools Bulletin April &amp; June 2019 Editions</b> Chair of Governors referred Committee to the following items in the April bulletin: <ul style="list-style-type: none"> <li>i. Page 2 - Support from Ofsted</li> <li>ii. Page 9/10 – Carers Booklet</li> <li>iii. Page 13 – New Governance Handbook</li> </ul> Chair of Governors referred Committee to the following items in the June bulletin: Page 7 – SEND Funding Call for Evidence Page 9 – NEW Ofsted Inspection Framework for September 2019 Pages 10/11 – Safeguarding Page 14 – Theft of Lead from school buildings  Resolved: That the information be received.	
<b>G18.65</b>	<b>SFVS – Schools Financial Value Standard 2019-2020 Update</b> SBM advised Governor's that the SFVS was submitted to the Local Authority before the deadline date of 31 <sup>st</sup> March 2019. Resolved: That the information be received. Mr T O'Neill agreed to continue to lead the SFVS submission in 2020.	TON

**G18.66****Headteachers Report Part 1**

Headteacher presented to Governors a report which included the following:

1. Student Numbers on Roll
2. Attendance
3. Exclusions
4. Safeguarding
5. Finance/Budget
6. Staffing
7. Student Progress
- 7.1 Individual Student Achievements
8. Partnerships
- 8.1 Primary Events
- 8.2 Links with Higher Education
9. Community Links
- 9.1 School Events Update
- 9.2 Upcoming Events
- 9.3 Charity Update
10. Promotion and Marketing including the Press, Social Media and Website update
- 10.1 Local Press
- 10.2 School Website
- 10.3 Social Media
11. Events (including Fundraising)
- 11.1 Educational visits update
- 11.2 Residential Trips approved by the LA
- 11.3 Residential Trips waiting for approval by the LA
12. Premises/Health and Safety

Mr A Wheeler left the meeting at 5.56pm.

Deputy Headteacher informed parents that Mr J Cooney would be Safeguarding Lead in September 2019. Pastoral Leads to be trained in due course.

SBM advised Governor's that carry forward was £172,191 which will be £158,296, £6,500 less than predicted, once the FAVSP funds have been removed. SBM presented benchmark information with regard to income/expenditure across other CWAC schools for comparison. Headteacher informed Governor's of a new reward system for students to be introduced in September whereby students are invited for refreshments with the Headteacher during break. Invitation was extended to all Governors.

Resolved:

That the information be received. Thanks were given from all Governors to staff.

**G18.67****Link Visit by Governors**

Science and Maths Link Visit reports were presented to the Full GB for their consideration. English and 6<sup>th</sup> Form visits have recently taken place and reports are to follow.

Resolved:

That the information be received.

**G18.68****School Damage**

SBM advised Governor's of the current procedure for asking parents to contribute to cost of repair following damage caused by their son/daughter. Raised at the recent Finance Committee meeting the subject was brought to the attention of Governors for wider discussion.

Resolved:  
Governors agreed that 1 letter asking for a contribution to costs would be sent to parents/carers.

Mr T O'Neill left the meeting at 6.40 pm.

### **G18.70 Policies**

Chair presented to the Full Governing Body the following policies:

Bursary Fund Policy for post 16 students 2019-2020, Whistleblowing Policy, Anti-Bribery Policy and Asset Disposal Policy – ratified at Finance Committee meeting 24.4.19

Allegations of Abuse against staff and Home School Agreement ratified by Welfare & Safeguarding Committee 8.5.19

Continuing Professional Development Policy ratified by Staffing Committee on 15.5.19

GDPR Data Protection (including a,b,c,d), GDPR ICT and email usage policy and procedures and Curriculum Policy ratified by Achievement & Curriculum Committee 15.6.19

Resolved:  
That the above policies be adopted.

### **G18.71 Any Other Business**

Resolved:  
There was no further business.

<b>Actions</b>	<b>Whom</b>	<b>Date to be Completed</b>
Full GB Minutes to be placed on school website.	Clerk	completed
Summary of Governor Meetings Summer Term 2019. To be updated on school website.	Clerk	completed
Code of Conduct Policy for the GB to be considered and brought to the next Full GB meeting on 30 September 2019.	All Governors	30 September 2019
Clerk to update Governor meeting dates table 2019-2020 and email to those concerned.	Clerk	completed
Mr T O'Neill agreed to lead the SFVS submission in 2020.	TON	January 2020
English and 6th Form Link visits have recently taken place and reports are to follow.	ACr & CJe	September 2019
SBM to update letter asking for parents to contribute towards school damage where appropriate.	SBM	September 2019