

effect from 1st September 2017.

SUS Staff Update:

- JBr left the school on 31st May.
- GW will remain until December 2017, in order to complete the year end. It is hoped that an appointment will be made prior to this, to ensure an adequate handover.

Staff vacancies:

- 2 x ICT – Temporary appointments have been secured, using agency staff. Recruitment for permanent replacements will take place during the autumn term.
- 1 x History – a colleague from Technology will teach flexibly across art, history and technology.
- 1 x Maths – Has been filled with a PE specialist who is willing to retrain in maths.
- ½ English – to be filled by a returning colleague from GVC

The governors asked how the employment of agency staff in ICT will affect the budget. These appointments take the place of relatively senior middle leaders. One has been appointed for a fixed period of two terms; there may be some overlap if a permanent appointment is made, however, the agency staff member may also apply for the position.

If there is no (ICT) department head and two agency staff, who will lead in this department. Although this is still under discussion by the Senior Leadership Team (SLT), JH currently line manages ICT.

SUS colleagues seconded to GVC:

- James Birkett – has accepted a Headship at another school.
- Sally Hankinson – has accepted the position of “Director of Maths” at another school.
- Jane Luck – will return to the English department at Stratton as a “Lead Practitioner in Training”.
- Emma Sunderland – will return to Stratton as Head of Art.
- The former PA to the Head of College will join the finance team at Stratton.

- SUS will lose 18 teacher staff at the end of term, many of them NQTs. Approximately 13 of these positions will be filled, with only 2/3 vacancies currently remaining.

Are exit interviews carried out for staff? Yes, these have previously been carried out by JBr. Future delegation of this duty has not yet been decided.

“Challenge Task Group”:

The Clerk read an email from the Chairman of Trustees requesting a volunteer to join a Challenge Task Group to be headed up by Richard Westergreen-Thorne. The group will be charged to ensure that the school is doing its utmost for student achievement.

Sandy Field volunteered to join this group. HR, as Chair of

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Stratton Local Governing Body
Minutes of the Full Board
19th June 2017, 6.30pm at Stratton Upper School

	<p>Governors, HR will accompany SF to the meetings.</p> <p>ACTION: The Clerk to request that RW-T inform SF and HR of the meeting dates.</p>	MD
5.	<p><u>Approval of Minutes</u> – 15th May 2017 The minutes were approved and signed by the Chairman.</p>	
6.	<p><u>Matters arising</u></p> <p>i) Section 7–</p> <ul style="list-style-type: none"> • Governor acknowledgement of the hard work of all staff and the difficulties that have been faced due to the changes in exam grading to be passed on – RW has written a letter to the English and Maths staff on behalf of the governors. 	
7.	<p><u>Whole School Improvement Plan (including links to Self-Evaluation Statement (SES) and budget)</u> To be updated following the staffing restructure and presented to governors at the second meeting of the autumn term.</p>	
8.	<p><u>Governor Visits</u> None</p>	
9.	<p><u>Report from Audit & Risk (A&R) Committee</u></p> <ul style="list-style-type: none"> • The Risk Register was not discussed, on this occasion, as this requires extensive revision following the recent staffing changes. • The committee is currently carrying out an audit of the Performance Management system, via a questionnaire. The questionnaire has been given to two departments; one that is performing exceptionally well, and one that is struggling. • A survey of the school's security is planned for the autumn term. 	
10.	<p><u>Behaviour, attendance and welfare of students</u></p> <ul style="list-style-type: none"> • The timetable has now rolled over for Yr9 (>Yr10) and Yr10 (>Yr11) students. • Behaviour in Yr9 has settled down significantly because of this. • Behaviour incidents and sanctions across the school are low. • Attendance is expected to be higher than last year at 94.6%. <p>The governors asked if persistent absentees are being dealt with. Yes, each case is dealt with separately, depending on the students' circumstances.</p>	
11.	<p><u>Staff attendance</u></p> <p>NOTE: Responsibility for this area will transfer to RH in 2017/18.</p> <ul style="list-style-type: none"> • Staff attendance is not currently an issue. • One teacher and two support staff are currently absent and all are being monitored closely. 	
12.	<p><u>Safeguarding</u> Report from H Ramsay circulated to governors via email. No further questions or</p>	

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	comments.	
13.	<p><u>Policies for review</u> Not available.</p> <p>ACTION: To be carried forward to the next agenda.</p> <p>The governors enquired whether the school will be reviewing HR procedures. Most of the procedures remain fit for purpose. There are still a few local practices that need to be reviewed.</p> <ul style="list-style-type: none"> • Moving forward RH will be the “public face” of HR. Line Managers will be required to take more responsibility. • One member of the support staff has an HR background and the school hopes to utilize this. <p>The governors noted that the school is losing two very prominent staff members. How will the school ensure that nothing is missed?</p> <ul style="list-style-type: none"> • The school is in the process of recruiting for the finance position and hopes to appoint in the new term, in good time for a full handover. • Good systems are in place for HR. RH and JH have experience in dealing with discipline. 	MD
14.	<p><u>Any Other Business</u></p> <p>The governors asked that their thanks be extended to the maths team for all the additional support provided for Yr11s in the lead up to exams.</p> <p>ACTION: AA to pass this message on to the Maths department.</p> <p>NOTE: All governors are invited to attend the Open Evening on 29th September.</p> <p>RW tabled the “Ofsted Inspection Dashboard” and reported that this has been reviewed with CN.</p> <p>RW tabled the “Frequently asked questions” regarding changes to GCSE gradings.</p> <p>The governors congratulated the school on their recent AfA award. This is the result of three years of hard work and reflects a high level of mentoring and parental engagement. Thanks have been passed to all colleagues (past and present) who helped to achieve this. This award allows the school to now apply for the “Quality Mark”.</p>	AA ALL

There being no further business the meeting closed at 7.45pm.

Dates of next meetings

- SLGB – 16th October 2017, 6.30pm – Focus: Headteacher’s Report
- Audit & Risk Committee 13th November 2017, 6.30pm

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