

**THE FEDERATED GOVERNING BODY
DANE COURT GRAMMAR and KING ETHELBERT SCHOOL TRUST**

MINUTES

Wednesday 26TH June 2019 at 18:00

Held at

KING ETHELBERT SCHOOL

Present: Mr M Jones (MJ) Head of School for DC, Ms V Willis (VW), Head of School, KES, Mr D Roberts (DR) Chair of Governors, Mr P Clark (PC), Ms E Johnson (EJ), Mrs J Baker (JB), Ms L Copper (LC).

Also in attendance: Mrs E Thomas (Clerk),.

	Item	Purpose	Action
1.	Welcome	DR welcomed all to the meeting.	
2.	Governor Elections	PM was nominated by PC and seconded by EJ for Vice Chair for the coming. DR was nominated by JL and seconded by JB for Chair of Governors for next year. Both were elected unanimously.	
3.	Apologies	Apologies were received from PM and KG. No apologies were received from AS or KC.	
4.	Declaration of business interests	No business interests were declared.	
5.	Minutes of previous meeting.	DR asked the Governors to check for accuracy in the minutes from last time and signed them. All action points were discharged apart from online training that LC is yet to complete. DR and PC have completed it and EJ will send the certificates to ET for filing.	
6.	Matters arising	DR asked EJ and PC for an update on their latest visit to KES concerning safeguarding. EJ said PC and I visited KES to see staff and students and it is clear that there is lots of training taking place, staff and students were very articulate on safeguarding; they were very confident. EJ assured the Governors that safeguarding is robust in the school. The only concern is that awareness needs to be raised concerning a new version of a policy on mobile phone safety. DR thanked EJ and suggested the visits take place annually. EJ agreed. DR asked the Heads how the exam period had been. MJ said that it had been positive in Year13; we will get the IB results on 5 th July. I will provide the data at the next meeting. Science and English were confident; Maths has been more vulnerable but we had a positive feeling from the students. VW said it had been similar for KES. We know we have some areas of vulnerability but staff and students have been quite positive. We have had a few students presenting problems with attending exams. DR asked if they will still show in the results. VW said yes. DR said do we get the results in late August. MJ said yes, 22 nd August. DR asked that the Heads inform the Governors of the results when they are released. The Heads agreed.	AP1 AP2
7.	ToRs and Code of Conduct	DR explained that the Code of Conduct hasn't changed and asked if Governors are happy to continue with it for this year. The Governors agreed. DR said the Terms of Reference (ToRs) have changed to reflect the circle model of Governance that is being adopted. DR explained the differences (filed with minutes). DR informed the Governors that it is a requirement to have lead Governors for Pupil Premium and Drugs & Medicines. PM and EJ have agreed to fulfil these roles respectively and DR will update the ToRs accordingly. DR asked if the Governors were happy to adopt the ToRs. The Governors agreed.	
8.	KES Re-	VW informed the Governors that KES is on a tight timeline to get the re-	

	structuring Plan	structuring plan sorted. We have completed the first part of the process; putting the case for restructuring out; it being agreed upon. We have formed a redundancy sub-committee; we have met with them and talked through a timeline and selection criteria. We have met with the staff affected and union representatives. Staff had a week to respond with counter proposals and feedback, letters have been sent today in response to counter proposals. The next step is sending letters to trade unions and look for voluntary redundancies. The process is planned to complete after the Summer, with final meetings and letters sent out in the beginning and middle of September. There are then 10 working days after the letters have been sent for appeals. DR commented that it is not easy for school leaders; and as a Governing Board we are determined to keep compulsory redundancies to a minimum.	
9.	Budgets	<p>KES: DR summarised the 3 Year Budget Plans for the two schools (budgets filed with minutes). He informed the Governors that the instructions from the CFO and CAT are that a school cannot set a budget that goes into deficit. KES is anticipating a 56k deficit this year, which CAT will accept as long as it doesn't increase. DR explained that without the re-structuring plan KES would be 165k overspent next financial year. With the re-structure KES can set a balanced budget for Year 1, with a slight deficit of redundancy costs. Year 2 will be a bit overspent; Year 3 is not a concern at present. DR said that the Governors are required to agree to recommend this budget to CAT. The Resources Committee have discussed it in detail and recommend we do approve it. The Governors agreed. PC asked if any other options had been explored to address the deficit. VW assured the Governors that there had been several other options considered but none would save enough. DR noted that the KPIs shown with the SBMs reports will allow the Governors to compare elements of the schools directly.</p> <p>DC: DR informed the Governors that DC is predicting a surplus of 75k for August 19; he congratulated the SBM. The school has delivered a balanced budget for Year 1, a modest under-spend in Year 2 and Year 3 is not a concern yet. DR said we are grateful as an FGB to both SBMs who are excellent. EJ asked what the proposal is for the surplus. MJ said that DC are buying a minibus. DR asked the Governors if they were happy to recommend to CAT that they adopt DC's budget. The Governors agreed.</p>	
10.	Proposed meeting dates for next year	DR explained the meeting schedule. The Governors agreed.	
11.	Safeguarding Update	<p>KES: VW informed the Governors that there are 327 safeguarding files at KES of those 16 are open with Social Services, we have had a Prevent referral, 4 Child Protection cases, 6 Children In Need and some Early Help. The key issue is peer on peer abuse; we had two cases of alleged rape last week. The Integrated Childrens' Services project is ongoing and we don't know when it will finish. We had a very successful Thanet Family day at Royal Harbour (attended by 300 families), it was about safeguarding but it was lots of fun with family activities etc. It will become an annual event due to its success.</p> <p>DC: MJ said the total number of safeguarding issues since September is 122; 5 open cases, one Child Protection case, 10 students in Early Help and 7 Looked After Children. We are also benefiting from the project and we have had one student removed from the care of parents and siblings during GCSEs. We have 2 students on managed moves, and we are doing some with CHX and Aspire. We have one student with no fixed abode and police are looking into a grooming incident with social media. DR thanked the Heads.</p>	
12.	Risk	DR informed the Governors that there are 2 risks from the Committees; one is the new financial software being implemented at DC, it is an Amber risk and the committee have agreed to keep it so for now. The other is	

		about community tensions concerning Brexit leading to unacceptable behaviours, classed as a Red risk. As there has not been a Standards meeting in which to discuss it, can it remain. The Governors agreed.	
13.	Any other business	DR asked that the Governors use the email addresses issued from DC. PM is not able to access his, so ET will speak to IT services at DC.	AP3
14.	Confidentiality of proceedings	Nothing was deemed confidential.	
15.	Dates of future meetings	Meeting dates for next year have been agreed.	

Meeting closed at 19:49

Actions from this meeting:

AP1	EJ and PC to visit both schools annually to check that safeguarding training and procedures are taking place according to a checklist of best practices.	
AP2	Heads to inform Governors of IB and GCSE results as they become available.	
AP3	ET to contact IT services to get PM's email address working.	

<p>APPROVED as a correct record of proceedings</p> <p>(Signed) CHAIRMAN</p> <p>DATE</p>
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