

LONDON BOROUGH OF ENFIELD

GOVERNING BODY OF CHACE COMMUNITY SCHOOL

5 SEPTEMBER 2018

MINUTES - PART 1

MEMBERS:

Mrs Tracey Jenkins (Chair)	-	Co-opted Governor
Dr Jenny Francis (Vice-Chair)	-	Co-opted Governor
Mr Chris Hyland (Vice-Chair)	-	LA Governor

Co-opted Governors

Parent Governors

Dr Johan Byran  
Mrs Anna Constantinou  
Mrs Angie Crouch  
Mr Andrew Gaudion  
\* Mrs Pam Newman  
\* Ms Tanya Sterry

Ms Vicki Morgan  
Ms Emma Medcalf  
Vacancy x 2

Staff Governor

Mr Martin Brown

Headteacher

Mr Daniel Bruton

\* Denotes absence

Also attending:

Mrs M Paulus - Minute and Advisory Clerk  
Ms J Balfour – Enfield Governing Service  
Ms S Fernandez – School Business Manager (Associate Member, Finance Committee)  
Ms T Douglas – Deputy Headteacher (DHT)  
Mr P Vekaria – Deputy Headteacher (DHT)  
Mrs A Keelan – PA to the Headteacher

1. APOLOGIES FOR ABSENCE

An apology for absence from this meeting was received from Ms Tanya Sterry.

**RESOLVED** to consent to this absence.

**NOTED** that Mrs Pam Newman was absent from the meeting.

2. DECLARATION OF INTERESTS

Governors were given the opportunity to declare any prejudicial interest they might have in respect of items on the agenda. No declarations were made.

3. ELECTION OF CHAIR AND VICE-CHAIR

(a) Term of Office

**NOTED** that the term of office for the Chair and Vice-Chair was agreed as 2 years at the Governing Body meeting on 6 September 2017.

(b) Election of Chair

**NOTED** that

(i) Mrs Jenkins was elected Chair of the Governing Body for 2 years at the Governing Body meeting on 6 September 2017.

(ii) Mr Bruton suggested that in the future the Governing Body consider staggering the terms of office for the Chair and Vice-Chair. This would prevent the school being in the position of having neither a Chair or Vice Chair.

**RESOVLED** to consider staggering the Chair and Vice-Chair terms of office in 2019.

**ACTION: CLERK**

4. MEMBERSHIP

(a) Parent Governor

**REPORTED** that there were currently two Parent Governor vacancies and that an appeal for Parent Governors would be included in the October Bulletin. Depending on the skills of any potential Parent Governors the Governing body may look at the possibility of appointing Associate Members to the Committees.

(b) DBS Checks

**NOTED** that the Governing Body was required to apply for a DBS certificate within 21 days of a Governor's appointment or election.

A Governor queried how often a DBS check needed to be repeated. The Headteacher stated that the school had a rolling programme of DBS checks, but there was no statutory expectations regarding this. There was an automatic reminder to update which the school implements.

(c) Skills Audit

**RECEIVED** an analysis of the 2018 Governors' Skills Audit and a summary of the main findings, copies of which are included in the Minute Book.

**REPORTED** that

- (i) many respondents suggested the need for a comments box to enable them to elaborate their answers;

**RESOLVED** to include a comments box when the Skills Audit was revisited, probably in the Spring 2019.

**ACTION: Tracey Jenkins**

- (ii) understanding Data; Finance and Staffing were highlighted as areas for development;

**RESOLVED**

- (A) to recruit a Finance Governor and for Ms Simone Fernandez to run a finance workshop for those governors that would be interested in attending;

**ACTION: Simone Fernandez**

- (B) Mr Phil Jones be asked to provide training on data to the Governors prior to the next meeting;

**ACTION: Tracey Jenkins**

- (C) the Chair drill down and find out what Governors feel they need to know about staffing as a result of the skills audit. Governors to contact the Chair separately about this. This would then enable the Headteacher to include the data in his termly report.

**ACTION: Tracey Jenkins and Governors**

- (iii) the Chair acknowledged the reading workload, but encouraged all Governors to ensure that they read all the paperwork prior to Governing Body and Committee meetings;

- (iv) the Chair reminded all Governors that they were welcome to seek clarification of anything they did not understand from herself, the Headteacher or Mrs Keelan;

- (v) all Governors were encouraged to visit the school termly;

- (vi) a Governor reminded Governors that the national Governance Handbook and Governors Competency Framework were very useful

documents and the Clerk confirmed that these were available on GovernorHub;

- (vii) the Headteacher invited Governors to join any school training held on Inset days and twilight sessions that they might be interested in.

**RESOLVED** that all in school training sessions be uploaded to GovernorHub.

**ACTION: Tanya Douglas and Anna Keelan**

5. GOVERNANCE ARRANGEMENTS

(a) Standing Orders

**RECEIVED** the Governing Body's Standing Orders for review, a copy of which is included in the Minute Book.

**NOTED** that there were no required changes.

**RESOLVED** to ratify the Standing Orders.

(b) Code of Conduct

**RECEIVED** the Governing Body's Code of Conduct and the 2017 NGA model Code of Conduct, copies of which are included in the Minute Book.

A Governor asked if the school was a member of the NGA. The Headteacher recommended that the Governing Body join the NGA.

**RESOLVED**

- (i) to adopt the NGA model Code of Conduct;

- (ii) that the Chair join the Governing Body as a member of the NGA.

**ACTION: Tracey Jenkins**

(c) Governance Annual Statement

**RECEIVED** the Governance Annual Statement 2017-2018, a copy of which is included in the Minute Book.

**NOTED** that the statement reflected on the previous year and that it was an accurate reflection. The Headteacher asked the clerk whether it was a statutory requirement and was advised that it was 'good practice' but was a 'should' not a 'must' requirement.

**RESOLVED** to accept the Governors Annual Statement.

(d) Register of Business Interests

Governors were reminded that the register of business interests must be confirmed on a yearly basis and stored at the School. Additionally, it should be updated as and when changes in circumstances occur. All Governors were asked to hand their completed register to Anna Keelan at the end of the meeting.

**ACTION: All Governors**

(e) GovernorHub

**RESOLVED** that all Governors need to ensure that all information on Governorhub was complete and current.

**ACTION: All Governors**

6. COMMITTEE COMPOSITION AND ORGANISATION

(a) Committee Membership

The Governing Body reviewed the organisation and membership of its Committees and Panels.

**NOTED** that

- (i) it had previously been agreed that Governors should only sit on one Committee;
- (ii) the numbers for Year 7 were lower than usual at 190 and Governors' recognised the impact this would have on the School's budget. It would therefore be important to raise the profile of the School within the local community;
- (iii) it would be beneficial to extend the Discipline Committee. It was envisioned that if the Discipline Committee was enlarged, then two different panels, one pastoral and the other to deal with exclusions could be drawn from members of the Discipline Committee.

Mr Vekaria highlighted the need to keep those on the Discipline Committee separate from those who sat on an Exclusion Panel hearing on permanent exclusions so that there was no judgement or bias. The Discipline Committee acted more as a buffer between the school and the family and had a more pastoral role.

Anyone was welcome to observe meetings of the Discipline Committee, 1.30 to 3 pm, providing the parents gave their permission.

It was highlighted that Parent Governors could not be involved in a child's case in their child's school year.

- (iv) a Governor asked what role a Key Stage Governor undertook. The Headteacher advised that it was useful to have a Governor to keep track of and understand why pupils were not making the expected level of progress.

**RESOLVED**

- (A) to amend the membership of the Governing Body's various Committees and Panels with delegated responsibilities as detailed in the Appendix to these Minutes;
- (B) to appoint a Finance Governor;
- (C) move to termly RRG meetings as much of the work was also considered by the Teaching and Learning Committee;
- (D) to establish a marketing group to raise the profile of the school (see Appendix);
- (E) that more Governors on the Discipline committee undertake Exclusion training as only one member was currently trained;
- (F) that each Committee elect a Chair and Vice-Chair at its first meeting of the academic year.

**ACTION: Committee Clerk**

(b) Annual Review of Delegated Responsibilities

**RECEIVED** the Governing Body's Organisational Arrangements Document, a copy of which is included in the Minute Book. The Document included recommended amendments to reflect recent changes in education policy and/or legislation. Governors reviewed the Document, focusing particularly on the recommended amendments.

**RESOLVED** to agree the Organisational Arrangement Document subject to the following amendments;

- Page 2 School's Brochure amended to 'School's Website - ensure required information is available on the Website'. The associated comments box changed to show 'amended 2018'
- Page 3 'Ensure School is compliant with the new General Data Protection Regulations' the responsibility for this was delegated to the Resources committee. The associated notes box to include 'including; produce data Protection Policy and Privacy notice (if required); appoint a Data Protection Officer; ensure staff are trained

- Page 3 Edubase is removed and 'getting Information about schools' site 'is added. in the comments box Edubase is replaced with 'site'
- page 3 'apply for' is added to Ensure Governors apply for DBS checks
- page 4 the comments box associated with Religious requirements has the following added' Maintained schools without a religious character should follow their locally agreed syllabus'.
- page 6 child protection 'renew policy annually 'added and the notes box to include 'Need to ensure that the policy includes procedures to minimise the risk of peer on peer abuse and how allegations of peer on peer abuse will be recorded, investigated and dealt with.'
- page 6 To ensure Year 8-13 receive impartial careers guidance – the notes box to include 'From September 2018, you must publish information about the school's career programme'
- Page 8 under Appraisal, the word 'annually' to be changed to 'regular' with regard to the review policy
- the Resources Committee had been delegated to ensure that the school was compliant with GDPR.

(c) Associate Members

**RESOLVED** to consider the appointment of Associate Members once the Parent Governor elections had been completed to see where the required skills might be required.

7. MINUTES

The Minutes of the meeting held on 4 July 2018 were confirmed and signed by the Chair as a correct record subject to the following amendments:

- (a) Minute No. 57(a) Dr Jenny Frances changed to Dr Jenny Francis;
- (b) Minute No. 65 the date for the Resources Committee was changed to Wednesday 17 October 2018;
- (c) Minute No. 65 the date for the Teaching and Learning Committee was changed to Wednesday 26 September 2018.

8. MATTERS ARISING FROM THE MINUTES

Schools Financial Value standard 2018/19 (SFVS) and the LBE School's Risk Assessment and Financial Control checklist (Minute No. 60 (d))

**RECEIVED**

- an Internal Audit Report, following the audit undertaken on 18 July 2018;
- Schools Financial Value Standard 2018/19 (SFVS);
- the LBE Schools' Risk Assessment and Financial Control Checklist;
- updated Scheme of Financial Delegation,

copies of which are included in the Minute Book.

**REPORTED** that an Audit of the School's financial arrangements and processes had been undertaken on 18 July 2018. The Audit had identified two areas of medium risk. In response the Governing Body's Organisational Arrangements document had been finalised and minor changes had been made to the School's Scheme of Financial Delegation.

**NOTED** the changes in the Scheme of Delegation ensured that current processes and lines of responsibility were clearly recorded. The changes were as follows:

- the preparation and review of the monthly bank reconciliation was the responsibility of the Finance Officer and reviewed by the SBM;
- the authorisation of the school's commercial and store cards was the responsibility of SBM, the use of the commercial card was the responsibility of the Finance Clerk/Assistant; the use of the Fuel card was the responsibility of the Site staff, whilst the Monitoring /reconciliation of the cards was the responsibility of the Finance office;
- the safe limit of the cards had been reduced from £6,000 to £2,500;
- the responsibility for Maintenance of educational visit records had been moved to the Finance and Trips Assistant who now also had responsibility for the preparation of School Journey Income and Expenditure statement along with the Trip leader;
- the Authorisation of the staff additional Hours timesheet had been delegated to the Head of Faculty and the Headteacher or Deputy Head Teachers;
- the maintenance of Inventory records had been delegated to ICT Infrastructure and Operations Administrator;
- the Annual Inventory check was the responsibility of the ICT and Media Technician, whilst the Disposal of inventory items had been delegated to the ICT Infrastructure and Operations Administrator;
- the backup of Computerised records was delegated to ICT Infrastructure and Data Manager;
- the security marking of portable, desirable assets had been delegated to the ICT and Media Technician whilst the Authorisation of loan equipment to staff was the responsibility of ICT Infrastructure and data manager and the ICT and Media Technician.

**RESOLVED**

- (i) to agree the Schools Financial Value Standard 2018/19 (SFVS) and the LBE Schools' Risk Assessment and Financial Control Checklist;
- (ii) to agree the Scheme of Financial Delegation.

**CORE FUNCTION: ENSURING CLARITY OF VISION, ETHOS & STRATEGIC DIRECTION**

9 AIMS, VISION AND VALUES

The Governing Body reviewed the School's Aims, Vision and Values to ensure they continued to reflect the ethos of the school.

The Headteacher reported that there had been a slight shift in the way the school worked, although there had been no change to the Aims, Vision and Values. Much of the branding was around the Respect model alongside the Code of Conduct. The school still served the needs of the local community. A Governor highlighted the importance of sharing the school's vision with parents and the wider school community.

**RESOLVED** that the Marketing Committee consider how to ensure parents and the wider community understood and shared the school's ethos and values.

**ACTION: Marketing Committee**

10. OFSTED INSPECTION: 5 JUNE 2018

**RECEIVED** the Ofsted Inspection Report, a copy of which is included in the Minute Book.

The Headteacher highlighted his concerns over the timing of the report, since he received and sent it to parents on the afternoon of the last day of the summer term. The school had not received any negative feedback from parents regarding the outcome of the inspection to date. A Governor commented that she considered that this reflected that pupils were happy at the School.

**REPORTED** that

- (a) there was some positivity in the report in that it recognised that the school was improving, although there had not been any evidence available at that time as the results were not due until August;

The Headteacher commented on the difference six weeks made as the GCSE results had improved.

- (b) the Headteacher had asked OFSTED to change the wording in the report to reflect the fact that the variation in Teaching and Learning was not solely between subjects, but also within them;
- (c) the school was not consistent with regard to outcomes and that whilst there had been improvement in outcomes for girls, pupil premium and the more able, the school needed to continue to work on Pupil Premium pupils and

boys. Work needed to be more focussed on disadvantaged students and the school would be considering afresh æ how the money attached to such pupils was spent;

- (d) the Headteacher highlighted that the reflection for the need to ensure that the planning of lessons was productive, thus ensuring that the lesson time was used effectively was a fair one. However, he questioned whether a sole focus on teacher’s questioning was the best way forward;
- (e) a Governor asked what was being done to ensure that teachers followed the Behaviour Policy. It was recognised that this was a relatively new policy which would take some time to embed;

**NOTED** that

- (i) the Senior Leadership were working with the individual teachers and faculties where necessary and work would continue to normalise appropriate behaviour;
  - (ii) a Governor asked why there was a variation in implementation. It was explained that sometimes this was due to different individual’s values, expectations and personalities. A further governor suggested that it was relatively easy to deal with the big things, but easier to ignore the low level disruption;
  - (iii) the Headteacher reiterated that the school was normalising the policy and now had one year’s data to work with;
  - (iv) the Chair commended the presentation by Mr Ethan Wilson on the first day back concerning the Behaviour Policy and the fact that expectations had been made very clear;
  - (v) the Headteacher explained that Middle Leaders were now used for consolidation and improvements were expected this year;
  - (vi) the quality of teaching also impacted on low level disruption and therefore the work to improve teaching and learning would have a positive affect on behaviour;
  - (vii) the Policy aimed at motivating the majority and chastising the minority. For example, over Seven hundred pupils attended the summer fair, which left the two to three hundred who were below the threshold watching.
- (f) there was concern that the outcome of the Inspection would impact on Year 7 pupil numbers.

The Chair asked that as many Governors as possible to attend the Open Evening on 3 October to show support for the school.

**RESOLVED** that “a save the date” be issued by Mrs Keelan.

**ACTION: Mrs Keelan**

11. SCHOOL IMPROVEMENT PLAN 2018/19

**RECEIVED** draft areas for whole school improvement priorities 2018-20, a copy of which is included in the Minute Book.

**REPORTED** that staff were in the process of producing a detailed Improvement Plan which would include the recommendations from the Ofsted Inspection and the outcomes of the analysis of the GCSE and A Level results.

**RESOLVED** that the School Improvement Plan 2018-19 be shared with Governors once available.

**Action: Headteacher**

12. SINGLE CENTRAL REGISTER

**REPORTED** that Ofsted, the School’s School Improvement Partner, Karen Jaeggi and the Chair, Tracey Jenkins, had all checked the register to ensure it was compliant.

**RESOLVED** that a half termly check be undertaken by Tracey Jenkins and Dr Johan Bryan.

**ACTION: Tracey Jenkins and Dr Johan Bryan**

13. SPECIAL LEAVE PROVISION 2018/19.

**RECEIVED** the LA model Special Leave Provisions (2017), a copy of which is included in the Minute Book. It was recommended that the Policy be adopted subject to the same special leave provisions being available for both teaching and non teaching staff (appendix amended accordingly).

**NOTED** that the recommended Policy was more generous than the LA in that the arrangements are the same for teaching and support staff, but less generous than before.

**RESOLVED** to adopt the Special Leave Provisions.

14. UPDATED SAFEGUARDING DOCUMENT

**RECEIVED** updated

- model Safer Recruitment Policy for Schools;
- Safeguarding Checks on Adults who have Contact with Pupils, copies of which are included in the Minute Book.

**REPORTED** that the DfE's Keeping Children Safe in Education 2018 guidance was effective from 3 September 2018. The guidance had been strengthened and further clarified throughout. The key addition to the guidance was part 5 providing advice for schools on responding to and supporting young victims of sexual violence and harassment.

15. TEACHERS PAY RISE

**RECEIVED** information regarding the intended pay rise for teachers on the main pay range, a copy of which is included in the Minute Book.

The Headteacher indicated that he believed the Government would say that that they had already funded the extra payrise through payments to schools. He indicated that the school had budgeted for £30,000 but would need to find a further £23,000 savings to fund the payrises.

16. COMPLAINTS POLICY

**RECEIVED** the LA's revised model Complaints Policy and DfE Best Practice Advice for School complaints Procedures 2016, copies of which are included in the Minute Book.

**NOTED** that the model Policy had been updated regarding

- the procedure to follow if the complaint was against the Headteacher or a member of the Governing Body;
- clarity that the School would consider complaints outside the 3 month timescale if exceptional circumstances applied;
- clarity that the School would consider complaints from former students via a management review, to comply with Section 29 of the Education Act 2002;
- persistent complaints and what the School would judge to be unreasonable;
- record keeping.

**RESOLVED** to adopt the new policy.

17. GDPR UPDATE

**RECEIVED** the GDPR update from Lesley Warden Data Manager, a copy of which is in the Minute Book.

**REPORTED** that the school was compliant and further staff training was to be arranged.

18. DATES OF FUTURE MEETINGS

**NOTED** the meeting dates for the rest of the term:

- Teaching and Learning Committee – 26 September 2018;
- Resources Committee – 17 October 2018;
- Rapid Recovery Group – 7 November 2018;
- GPG – 7 November 2018;
- Pay Panel – 7 November 2018;
- Discipline Committee – 21 November 2018;
- Governing Body – 5 December 2018.

An apology for absence from the Teaching and Learning Committee meeting scheduled for Wednesday 26 September 2018 was received from Dr Jenny Francis.

19. HEADTEACHER'S REPORT: 2018 RESULTS UPDATE

(a) GCSE

**REPORTED** that

- (i) the A8 attainment scores in every area had improved compared to the previous year. This was particularly noteworthy as it had been a weaker cohort, with a lower starting point;
- (ii) Progress 8 had improved from -0.63 to -0.23 , almost within the middle quantile. Boys had not made as much progress as girls;
- (iii) students had achieved almost double the number of A and A\*;
- (iv) the more able pupils and girls had done better but more work was required with the boys and pupil premium pupils;
- (v)
  - English had done well but was still not up to the national level;
  - the Expressive Arts and PE departments had achieved well;
  - in maths there had been a modest improvement, but 49 % of students left without a standard pass in the subject. More work was therefore required, particularly as the level 4 results had remained almost the same as the previous year.

A Governor pointed out that there was no question about the loyalty or the work ethic of the staff in the maths department

A Governor asked whether the school offers extra tuition. It was confirmed that intervention programmes were offered throughout

the year. The Headteacher stressed that quality first teaching was key for improving progress and attainment and it was important for the school to get it right in Year 7 to make any difference with regard to intervention.

(b) A Levels

**REPORTED** that the A level results had been disappointing. Business Studies, Computing and Maths were highlighted as areas of concern. The school received 7 x Level U in Maths although there was also an A\* in Maths.

**NOTED** that

- (i) the school was very pleased with Btec in the sixth form and has introduced Level 2 Cookery;
- (ii) the school had a 50:50 split between academic and vocational course, but would be reviewing the option blocks as these had not worked well the previous year.

The Headteacher commented that all the staff and students had worked incredibly hard throughout the year.

**RESOLVED** that a detailed analysis of the 2018 attainment and progress results be considered by the Teaching and Learning Committee.

**ACTION: Committee Clerk**

The Chair thanked the Headteacher and the Senior Leadership Team for all their hard work and asked them to pass on the Governing Body's thanks to all the staff for their hard work. The Chair commented on the nice start to the school year with two very effective inset days.

Confirmed and signed at a  
meeting of the Governing  
Body held on the      day  
of                              2018

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**GOVERNING BODY OF CHASE COMMUNITY SCHOOL**  
**COMMITTEE MEMBERSHIP 2018-19**

**RESOLVED** that

- in the event of a casual vacancy or the unavailability of a specific member of a Committee/Panel the Governing Body authorise the Chair to appoint any Governor to join that Committee;
- the membership of the Governors' various Committees and Panels with delegated responsibilities be as follows:

(a) Teaching and Learning

Dr Johan Bryan  
Daniel Bruton  
Anna Constantinou  
Angie Crouch (Vice Chair)  
Jenny Francis (Chair)  
Tracey Jenkins  
Pam Newman  
Tanya Sterry  
(Chair, Vice Chair and Headteacher ex officio)  
Anna Keelan (Clerk)

(b) Resources Committee (Staffing, Finance and Premises)

Martin Brown  
Daniel Brunton  
Andrew Gaudion  
Chris Hyland  
Emma Medcalf  
Vicky Morgan  
(Chair, Vice Chair and Headteacher ex officio)  
Anna Keelan (Clerk)

(i) Appointment of Headteacher and Deputy Headteacher

Chair, Vice Chair  
Headteacher (for Deputy Appointment)

Plus three other Governors and a representative from the LEA. (The Headteacher is excluded from the Panel when appointment of a Headteacher is under consideration)

(ii) Appointment of Posts with 4 or more Responsibility Points

Chair, Vice Chair  
Headteacher

Plus one other Governors and Deputy Headteacher.

(iii) Other Teaching and Non-Teaching Posts

PO1 and above - Chair, Vice Chair, Headteacher, Deputy Headteacher plus one Governor.

All other posts – delegated to the Headteacher.

(iv) Staff Capability and Staff Dismissal Appeal Committee

Up to and including dismissal delegated to the Headteacher. Appeal Panel to comprise 2 or 3 Governors drawn from the Resources Committee.

(v) Staff Grievance

2 or 3 Governors drawn from the Resources Committee.

\*initial and appeals panels required with a minimum of 3 Governors, ensuring that there is no overlap of membership.

(vi) Redundancy and Re-deployment of Teaching and Support Staff

Initial and appeals panels to be drawn from Chair or Vice Chair plus 2 Governors from the Resources Committee.

(vii) Staff Salary Assessment (or Pay) Committee

Chair or Vice Chair  
Jenny Francis

(c) Student Discipline Committee

Dr Johan Bryan  
Angie Crouch  
Andrew Gaudion  
Tracey Jenkins (Chair)  
Pam Newman  
Chris Hyland

Mary Paulus (Clerk)  
*Other Governors by invitation*

(d) Governors Planning Group

Chairs of Committees and the School Leadership Team

(e) Marketing Committee

Dr Johan Bryan

Angie Crouch

Vicky Morgan

(f) Complaints against the School

The Chair of Governors plus 2 other Governors as available.

(g) Complaints against the Curriculum

A Panel of 3 Governors drawn from the Governing Body to be convened as required.

(h) Governor Recruitment Panel

A Panel of 3 or 5 drawn from the Governing Body to be convened as required.

The Governing Body is asked to consider the appointment of a Governor Recruitment Panel who will take on responsibility of identifying the current skill set of the Governing Body, any gaps in the skill set, and to then seek to identify suitable candidates for the Governing Body to appoint, to fill vacancies on the Governing Body.

(i) Governors with Individual Responsibilities

- |                                      |  |
|--------------------------------------|--|
| ➤ Pam Newman                         | English and Literacy (Vicky Morgan to shadow)          |
| ➤ Jenny Francis                      | Maths and numeracy                                     |
| ➤ Chris Hylands                      | More Able and Governor Training and Development        |
| ➤ Angie Crouch                       | Careers Guidance/IAG/WEXP                              |
| ➤ Emma Medcalf                       | Health and Safety                                      |
| ➤ Dr Johan Bryan                     | Looked After Children, Safeguarding & Child Protection |
| ➤ Tracey Jenkins &<br>Dr Johan Bryan | KS3 (Transition of year 6 to 7)                        |
| ➤ Tracey Jenkins                     | KS4 (years 8 & 9)                                      |
| ➤ Jenny Francis                      | KS5 (years 10 & 11)                                    |
| ➤ Pam Newman                         | Post 16 (Vicky Morgan to shadow)                       |
| ➤ Angie Crouch                       | SEND and Inclusion                                     |
| ➤ Tracey Jenkins                     | Pupil Premium and Science                              |
| ➤ Andrew Gaudion                     | Finance  |

(j) Rapid Recovery Group

- Daniel Bruton
- Tanya Douglas
- Pamela Rutherford (Chair)
- Jenny Francis
- Tracey Jenkins
- Clara Seery
- Pritam Vekaria
- Chris Hyland

Anna Keelan (Clerk)