

ST. HELENS COUNCIL
COWLEY INTERNATIONAL COLLEGE

Minutes of the meeting of the Governing Body of Cowley International College held on
Thursday 10th February 2022 at 5.00pm at the School in M20/M21

Members:

Co-opted Governors

*Mrs Margaret Bellis
*Mr Paul Worthington (via Microsoft Teams)
Mr Geoffrey Appleton
*Mrs Kathryn Campbell
Colonel Stephen P Boardman MBE DL
*Mr Russell Cormack
*Mr Innes Arnold
*Mr Garry Anders
*Mrs Justine Kellett (via Microsoft Teams)
Vacancy
Vacancy

Parent Governors

Miss S Begum
Vacancy

Staff Governors

*Mr C Sheeran
Ms Lynne Sayle

Local Authority Governor

Cllr M Uddin

* Denotes members present

Also Present:

Mrs S Nield, Governor Support Services
Acting as Clerk to the Governing Body

Part 1

1. Apologies and Consideration of Consent to Absence

It was noted Mr G Appleton may try to join governors during the meeting.

No further apologies were received.

2. Declarations of Interests

The Declarations of Interest Register was verbally confirmed by all Governors in attendance, there were no amendments and therefore was duly completed by all.

3. Governor Membership

The Chair informed the Clerk of the current membership position, including resignations and ended terms, based on the list provided in the agenda pack.

It was noted that Governor Services use GovernorHub to update the position of governors' membership. Governors were encouraged to update their details on GovernorHub.

- a. 2x co-opted vacancies
- b. 1x parent vacancy-parent election needed

Governors noted the boards vacancies and had already agreed on the actions to be taken.

It was acknowledged that a new Parent Governor was currently being sought by the school.

It was also shared that during the most recent Governors Forum, governor recruitment was discussed. The local authority have shared their support for schools in advocating the role throughout their networks.

4. Minutes of the Meeting held on 16th December 2021

The minutes of the meeting held on 16th December 2021 were received and agreed as a true record.

5. Matters arising from the above Minutes

The were no matters arising from the above minutes.

6. Minutes from the Pupil Behaviour & Wellbeing Committee meeting held on 6th January 2022

The minutes of the Pupil Behaviour and Wellbeing Committee meeting held on 6th January 2022 were received and noted.

7. Matters Arising from the above Minutes

The were no matters arising from the above minutes.

8. Recommendations from the minutes of the Pupil Behaviour committee held on 6th January 2022

Governors were informed that the anti-bullying pledge cards had now been shared with them, at the start of the meeting, as discussed.

Action: Governors to sign and return their pledge cards.

It was informed that children are struggling to reintegrate following a period of absence.

Governors thanked staff for their efforts in actions.

It was also shared that the DfE have recently released updated attendance guidance. Key points will be discussed with governors at a future date.

Governors to invest interest in children's attendance, it was agreed staff go above and beyond.

Governors queried whether the pledge needed to be a hard copy.

It was shared that it would be preferable.

Action: Mr Cormack to post a hard copy of the pledge cards to governors not present.

Governors wished to have sight of the actions taken with regards to attendance.

Governors questioned whether school knew all non attendees were safe.

It was confirmed that they do yes, all families have phone calls and contact. It was noted that the more vulnerable children receive more.

There are policies and procedures in place to ensure this happens.

The Chair notified governors that they had contacted social care to ensure contact is being given to the most vulnerable children, following national cases. They have been assured by their local councillor that there is.

9. Minutes from the Quality & Education Committee meeting held on 6th January 2022

The minutes of the Quality & Education Committee meeting held on 6th January 2022 were received and noted.

10. Matters Arising from the above Minutes

Governors discussed Sixth Form progress and issues.

Governors noted that the IDSR refers to 2019 data.

Governors confirmed that they have had sight of the recent Ofsted report. It was acknowledged that school are delighted with outcome.

Governors congratulated everyone for their efforts.

11. Recommendations from the minutes of the Quality of Education committee held on 6th January 2022

There were no recommendations from the above meeting for consideration.

12. Minutes from the Finance, Personnel & Premises Committee meeting held on 20th January 2022

The minutes of the Finance, Personnel & Premises Committee meeting held on 20th January 2022 were received and noted.

13. Matters Arising from the above Minutes

It was noted that the budget still continues to be in a positive position.

The budgetary position has been submitted for full governors discussion.

14. Recommendations from the minutes of the Finance, Personnel and Premises committee held on 20th January 2022

The following policies were submitted to full governors for recommendation:

- Staff disciplinary rules and procedure
- Staff grievance procedure
- Employee performance improvement procedure
- Staff code of conduct

It was acknowledged that the policies have been considered and recommended by the school and the Finance, Personnel and Premises Committee.

Governors resolved to approve the policies and procedures recommended.

15. Local Authority Standard Items

a) ECT Policy

Governors noted the new policy which will replace the current NQT policy.

Governors resolved to approve the policy as recommended.

b) Pay Policy (not yet available from HR)

Governors are yet to receive such policy and therefore this item is to be deferred to the next meeting.

16. Policy Review

- Staff disciplinary rules and procedure
- Staff grievance procedure
- Employee performance improvement procedure
- Staff code of conduct

It was acknowledged that this matter had been resolved during item 14.

17. School Improvement Plan (SIP) and Self-Evaluation

It was confirmed that this item was to be discussed during the second meeting of the term.

18. Financial Management

Governors received a budget update as follows:

	Total Resources Available	Projected Expenditure	Surplus / Deficit (with interest)
	£	£	£
2021/2022	11,698,642	10,548,079	1,150,563
2022/2023	11,305,982	10,612,259	693,723
2023/2024	10,760,672	10,651,462	109,211
2024/2025	10,186,079	10,729,777	-543,697

Governors noted the financial position and was invited to comment.

19. School Newsletter

Governors shared that it was lovely to see the things the pupils were doing and it is such a lovely document to read.

The Headteacher shared that they have very delightful students, who continue to progress well.

Governors acknowledged that the pupils they took off site were immaculate, kind and thoughtful and good conversations were had. It was hoped that the pupils enjoyed the day as much as the adults did.

It was also shared that through recent pupil voice, pupils articulated themselves well and evidenced a real love of learning.

It was shared that it was important to celebrate pupil achievement. The virtual evening was a great success.

The Executive Headteacher offered thanks to the three organisers of the event.

Governors, as always, thanked the member of staff for their production of the newsletter.

Governors queried whether feedback on the newsletter is sought from pupils.

Governors also asked whether school sought feedback from pupils on the recent Ofsted inspection.

It was shared that this didn't form part of the recent pupil voice but it was something to bear in mind for the future. Information has been sent to parents and the wider community were notified.

It was confirmed that school have received lovely feedback from the public and parents regarding the polite staff and good Ofsted report.

It was also acknowledged that the choir represented the school beautifully during a recent funeral, they were well behaved and did themselves and the school proud. They looked very smart and sang well.

20. Wellbeing of Students

This matter was reflected upon during item 19.

21. Full governing board meeting dates for this academic year

Governors acknowledged the dates of the upcoming meetings:

Date of meeting
Thursday 31st March 2022 at 5pm
Thursday 19th May 2022 at 5pm
Thursday 14th July 2022 at 5pm

22. Urgent Matters

With Sympathy

Governors wished to acknowledge the loss of Paul Sim.

They wished to share their deepest sympathy to his family and friends.

Governors wished to share thanks to the senior leadership team for permitting so many staff to attend the funeral.

Governor Development

Mr Innes Arnold and Mrs Kathryn Campbell confirmed that they had completed recent Safeguarding training.

It was confirmed that a report could be run to see who has completed it.

Action: Report to be run by school for completed Safeguarding training.

Signed..... Date.....
(Chairperson)