

ST. HELENS COUNCIL
COWLEY INTERNATIONAL COLLEGE

Minutes of the meeting of the Governing Body of Cowley International College held on
Thursday 14th July 2022 at 5.00pm at the School

Present:

Co-opted Governors

* Mrs Margaret Bellis
* Mr Paul Worthington
Mr Geoffrey Appleton
* Mrs Kathryn Campbell
Colonel Stephen P Boardman MBE DL
* Mr Russell Cormack
* Mr Innes Arnold
Mr Garry Anders
Mrs Justine Kellett
Mr Nigel Rouch
Vacancy

Parent Governors

Miss Shana Begum
* Mr Ross Foster

Staff Governors

* Mr Cameron Sheeran (Headteacher)
Ms Lynne Sayle

Local Authority Governor

Cllr Mancyia Uddin

* Denotes members present

Also present:

Mr R Evans, Staff Member
Mrs S Nield, Governor Support Services,
Acting as Clerk to the Governing Body

Part 1

Prior to the commencement of the meeting the Headteacher introduced Mr Rob Evans who was celebrating 36 years service, having joined the school in 1986.

Governors were informed that Rob will retire at the end of the current academic year.

The Headteacher gave an overview of Rob's career within Cowley International College. Many memories linked to sports, international trips, along with 15 years of organising the Town Sports event were shared.

The Chair shared their thanks on behalf of all governors, pupils, staff and the whole school community.

Mr R Evans here left the meeting.

1. Apologies and Consideration of Consent to Absence

The Clerk informed governors that they were not quorate at the start of the meeting.

Apologies were received from Mr Garry Anders, Ms Lynne Sayle and Cllr Mancyia Uddin.

No additional apologies were received.

2. Declarations of Interests

Governors were invited to declare any personal or pecuniary interests in any items on the agenda for the meeting. No declarations were made.

3. Governor Membership

a. 1x co-opted vacancy

- Agree actions that need to be taken
- Monitor Governor Attendance

Governors agreed to monitor governor attendance.

b. No DBS details for R Foster

Mr Foster confirmed that he had spoken with Governor Services and had provided their DBS certificate number to them.

4. Minutes of the Meeting held on 19th May 2022

Accuracy: It was informed that the meeting was not virtual. Governors held the meeting in person, at the school.

The minutes of the meeting held on 19th May 2022 were received and noted, with the amendment discussed.

5. Matters arising from the above Minutes

There were no matters arising from the above minutes.

6. Minutes from the Pupil Behaviour & Wellbeing Committee Meeting held on 9th June 2022

Accuracy: It was confirmed that Mr R Foster was present at the meeting.

The minutes of the Pupil Behaviour and Wellbeing Committee Meeting held on 9th June 2022 were received and noted, with the amendment discussed.

7. Matters Arising from the Pupil Behaviour & Wellbeing Committee Meeting

There were no matters arising from the above minutes.

8. Recommendations from the Pupil Behaviour & Wellbeing Committee Meeting

Governors queried whether the DfE Summary of Table Responsibilities for School Attendance had been received.

It was shared that school do have it and a meeting has been held with the local authority.

Governors requested that Mrs Joinson send it to governors.

Action: Mrs Joinson to forward the DfE Summary of Table Responsibilities for School Attendance.

Governors were informed that at present Mrs Joinson was not in school. Governors shared their condolences to Mrs Joinson on her recent bereavement.

9. Minutes from the Quality of Education Committee Meeting held on 9th June 2022

Accuracy: It was confirmed that Mr R Foster was present at the meeting.

The minutes of the Quality of Education Committee Meeting held on 9th June 2022 were received and noted, with the amendment discussed.

10. Matters Arising from the Quality of Education Committee Meeting

Governors were informed that schools reading information has gone out to parents.

11. Recommendations from the Quality of Education Committee Meeting

Governors discussed the committee structure in comparison to the Ofsted framework given recent staff appointments.

12. Minutes from Finance, Personnel & Premises Committee Meeting held on 16th June 2022

The minutes of the Finance, Personnel & Premises Committee Meeting held on 16th June 2022 were received and noted.

13. Matters Arising Finance, Personnel & Premises Committee Meeting

It was acknowledged that the school budgets were looking positive again.

Relationships with LA are positive.

Governors asked whether there had been any progress with the roof.

It was informed that there was none at present.

14. Recommendations from Finance, Personnel & Premises Committee Meeting

Governors requested that the school fund accounts be approved. The Clerk informed governors that they were not quorate.

Governors present acknowledged and approved the school fund.

The Chair queried whether the old building entrance steps would be repainted and brushed down by either the Site Manager or one of the four caretakers.

It was shared that at present the Site Manager was on a course and there was only one caretaker in the school. There is currently a backlog of maintenance on site which was hoped to be resolved over the summer break.

It was noted that the gutters are also in need of maintenance as this could cause further damage.

It was informed that this was currently with the LA who also currently have a backlog. It appeared that there has been real difficulties with staffing at this moment.

It was felt that governors wouldn't like to move to academisation with lots of work to be done at the school.

It was shared that one member of staff had been injured through falling and is not in school at present. The pathway was identified as an issue and needs a resolution. School have been let down by local authority services with regards to the guttering.

These issues have the potential to cause increased Health and Safety risks and damage, due to the lack of suitable local authority services provided.

15. Local Authority Standard Items

There were no matters to refer to at this time.

16. Policy Review

- a. Review school uniform policy – SLT to make changes where necessary (to comply with DfE Statutory guidance on uniform costs by Sept 22)
 - o Publish schools uniform policy on school website
 - o Ensure second-hand uniforms are available

The Uniform Policy was discussed by governors. It was shared that it has been assessed against the new government guidance.

School have added a strong emphasis with regards to jewellery and make up.

It was shared that it was not currently gender neutral.

Pupils are sent to the standards room if their uniform is not spot on.

Governors added that the policy does not say anything about six form students. It was felt that a dress code should be included.

The Head confirmed that school do have one but felt it may be held separately.

It was shared the school had seen the best standards this year in regards to uniform.

Governors present acknowledged and approved the uniform policy.

Governors asked what the rationale was behind not having a gender neutral uniform.

It was shared that this had been discussed with children and school have agreed if girls would like to wear trousers then they can.

Governors acknowledged that it was reassuring to hear the school were flexible with regards to this.

- b. Careers Policy

Governors present acknowledged and approved the careers policy.

The Clerk advised the Chair to seek additional agreement via GovernorHub.

Action: Chair to confirm the approval of all governors on the matters addressed.

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

Governors received an update on the SIP and SE in the Ofsted format, Monitor, Review, Plan.

A review has been undertaken.

Governors wish to pull out the priorities from the improvement plan and add them to the committee meetings agenda. It was felt that there must be a clear focus linking the minutes to the plan.

Mr Cormack is to support the organisation on attendance.

Governors queried those points not highlighted as yet b

It was shared that some priorities have been moved to next year.

Governors felt that they therefore should be red.

This was acknowledged by the school.

The Head asked governors for feedback on the plan in terms of the format and content going forward.

Governors felt happy with the approach.

18. Principal's Report

The Head invited governors to comment on the report.

It was informed that the cycle of the data drop is missed by a few days due to the date of the meeting. It was shared that this often tends to be an issue.

Action: Governors are to give consideration to changing the dates of the meetings, in line with the data drop.

19. KS2 SATs / GCSE Exam Arrangements for Summer Term

It was highlighted that the Level 3, A Level and BTEC results are not highlighted by LA.

The arrangements for students collecting their results will remain in the same format as the previous year. School are able to speak to students about their considerations for the future.

GCSE Results will be available on the 18th August 2022 at 9.00am.

A Level Results will be available on the 25th August at 9.00am.

Governors are welcome to join the school community to celebrate.

20. Chair's Report

It was shared that there was nothing to report.

Governors were thanked for their involvement in the interviews with pupils and staff.

21. Link Governor Reports and Monitoring Visits

It was informed that there were no reports to share.

22. School Newsletter

Governors expressed that the school newsletter was great.

It was shared that it would be great if governors could drop into the Hockey and Summer school.

Governors acknowledged that staff have managed to do so much to help and support the children and that it was nice to see photographs from their journey.

Governors queried whether there were photos of new head boy and head girl.

It was informed that the selection process is still currently underway.

Governors said it was lovely to see pupils helping one another.

It was questioned whether there was any reason the selection was not done earlier.

It was noted that the ambassadors are in place from Easter in preparation for the selection.

Governors asked the value of sharing the school newsletters with other schools.

It was felt that it was a good point and that primary schools may definitely benefit from it.

23. International Trips

24. Wellbeing of Students

25. Governor Development

These matters were not discussed at this time.

26. Full Governing Board Meeting Dates for Academic Year 2022-23

Governors debated whether Thursday was the best day.

Governors gave consideration to the dates of the data drop and governor meeting absence.

Two options to support staff involvement would include Monday's and Thursday's.

Action: Mr Cormack to send Microsoft Forms questionnaire to governors.

27. Urgent Matters

Governor Attendance

The Chair informed governors that they had attempted to contact Miss Begum and had previously contacted Colonel Boardman.

The Clerk was asked for support on attendance and contact.

It was shared that Governor Services will support the board with actions in regards to attendance.

With no further business to consider under Part 1 the meeting proceeded to consider the Part 2 business.

Signed..... Date.....
Chairperson