

The Whitby Secondary Partnership FULL GOVERNING BODY MEETING		
Minutes of the meeting held on 25 th June 2024, 6pm at Sixth Form		
Members Present	Jonathan Britton (JB) Brian Crosby (BC) Andy Mitchell (AM) Jane Mortimer (JM) Richard Fluin (RF) Mark Taylor (MT)	Executive Lead Co-opted Governor & Chair Co-opted Governor Co-opted Governor Co-opted Governor Co-opted Governor
Apologies from Members	Christina Zanelli, Dave Rae	
Absent with no apologies	M Malone	
In attendance	Susan Boyd (SB) Phil Nicholson (PN) Jen Taylor (JT)	Head of School Caedmon College Head of School Eskdale School Director of Learning: Humanities Caedmon College
<u>Executive Team:</u>	Gary Sheen (GS)	
Name of Clerk	Dominika Jureczko (DJ)	
SCHOOL VISION and VALUES	It is important to ensure that all decisions that are made are in line with the schools' vision and strategic direction.	
CORE FUNCTIONS OF GOVERNANCE	<ul style="list-style-type: none"> Ensuring that the vision, ethos and strategic direction of the school are clearly defined that the headteacher performs their responsibilities for the educational performance of the school the sound, proper and effective use of the school's financial resources. 	

Item		Record Actions
FGB23-24(8)1	<u>Welcome</u> The Chair welcomed all to the meeting.	
FGB23-24(8)2	<u>Apologies for absence</u> Apologies had been received from Mrs Zanelli and Mr Rae. The absences were given consent. The meeting was quorate.	
FGB23-24(8)3	<u>Declaration of interests and reminder of governor protocol</u> Governors were reminded of the protocol. There were no declarations.	
FGB23-24(8)4	<u>Confidentiality</u> Updates involving individual staff members were declared as	

	confidential.	
FGB23-24(8)14	<p><u>Vision and values</u></p> <p>This item was brought forward on the agenda by the Chair and was presented by Jen Taylor.</p> <p>All students received a lesson on school values and were asked to reflect on why values are important and which values were the most important to them. They were also asked to consider which values they thought were important for the new school.</p> <p>A survey around school values was sent to all students in both schools and all staff. The results informed the list of values for the new school.</p> <p><u>School values:</u></p> <p>Endeavour to be a person of great</p> <ul style="list-style-type: none"> • Character • Courage • Ambition <p>The above encapsulate the values mentioned by students and staff.</p> <p><u>Statement of values:</u></p> <p>“I will endeavour to be a person of great character who has the courage to raise my ambition.”</p> <p>The values will be linked to the reward system.</p> <p><u>House names</u></p> <p>The house names were explored based on Whitby history. Names based on the names of Capt. Cook’s ships were proposed:</p> <ul style="list-style-type: none"> • Resolution, • Discovery, • Adventure, • Endeavour. <p>Question: Governors noticed that one of these was a name of current house at Caedmon College.</p> <p>Answer: All house names were chosen based on Capt. Cook ships only.</p> <p><i>Mr Fluin joined the meeting.</i></p> <p>Resolved: that the proposed values and house names be approved. Number of houses to be decided by the Senior Leadership Team.</p> <p>Governors thanked all staff involved in the work on the values.</p>	

FGB23-24(8)5	<p><u>Confirmation of minutes</u> The minutes and confidential minutes of meeting held on 7th May 2024 were approved as a correct record and signed by the Chair.</p>	
<p>FGB23-24(8)6 FGB23-24(5)8 FGB23-24(6)12</p>	<p><u>Matters arising from the minutes</u> <u>Chair to write to highways about road safety.</u> The Chair is still awaiting a reply from Highways.</p> <p><u>Update on teaching and learning strategy.</u> This was deferred to a future meeting. <i>Confidential update.</i></p>	
FGB23-24(8)7	<p><u>Governance</u> 1. Updates from Chair of Governors BC reported that he had received a lot of communication from parents mostly about concerns around new school uniform. He had responded to all these concerns.</p> <p>Governors thanked GS and WLP for their work on uniforms.</p> <p><u>Restructure update</u> The Appeals Committee continues their work on appeals from the restructure process.</p> <p>BC met with North Yorkshire Council to discuss a number of topics, including handing over of buildings.</p> <p><u>Instrument of government</u> Governors discussed the composition of the Governing Body of Whitby School in detail. Resolved: that the new Governing Body be constituted of the following:</p> <ul style="list-style-type: none"> • 2 parent governors • 1 LA governor • 1 staff governor • 1 Headteacher • 4 Co-opted governors <p>Nine governors in total. Terms of office for all categories will be 4 years. The new governing body will constitute on 2nd September.</p> <p>2. Consider appointment of LA governor The nomination was not received in time. Clerk informed governors that the LA intend to appoint Cllr Trumper to the Temporary Governing Body. Resolved: that Chair contact Cllr Trumper to discuss the school.</p> <p>Clerk informed governors that the LA will appoint the following governors to the Temporary Governing Body:</p> <ul style="list-style-type: none"> • Cllr Trumper as LA governor, 	<p style="text-align: center;">BC</p>

	<ul style="list-style-type: none"> • Headteacher – ex-officio, • Mr Brian Crosby as Co-opted governor, • Mr Mark Taylor as Co-opted governor, • Mrs Jane Mortimer as Co-opted governor, • Mr Richard Fluin as Co-opted governor. <p>The elections of parent and staff governors will be held in the autumn term.</p> <p>3. Consider granting delegation to Clerk to notify Secretary of State</p> <p>Resolved: that clerk receive delegation to notify Secretary of State of changes to Whitby Secondary Partnership.</p> <p>Resolved: That the current Governing Body recommend that the Governing Body of Whitby School hold 7 meetings next academic year.</p>	DJ
FGB23-24(8)8	<p><u>Instrument of Government of the Governing Body of Whitby School</u></p> <p>This item was discussed under FGB23-24(8)7.</p>	
FGB23-24(8)9	<p><u>One secondary school on one site for Whitby</u></p> <p>JB talked about the new structure.</p> <p>Question: Governors enquired whether school staff were expected to move on foot between the two school sites.</p> <p>Answer: There will be discussions with staff when timetabling and the leadership will be sensitive to staff needs.</p> <p>JB presented a letter from an external working group who would like to support the Governing Body around the existing school sites.</p> <p>JB would like to explore re-investing of the funds generated from the Eskdale site in the school pupils with the LA.</p> <p>Resolved: BC and JB continue to have conversations with the external working group in the interests of securing the best solution for Whitby School.</p> <p>It was agreed that the intention was to have one school on one site for Whitby.</p> <p>Question: Governors enquired what would happen to the assets at Eskdale School, which won't be used in Whitby School.</p> <p>Answer: GS to check the North Yorkshire Council rules.</p> <p>Resolved: that guidance from the LA be sought whether the remaining equipment could be donated to other local schools.</p>	GS
FGB23-24(8)10	<p><u>Update on the restructure process</u></p> <p>This was discussed under item FGB23-24(8)7.</p>	
FGB23-24(8)12	<p><u>General update – estates and TMP</u></p> <p>The updates were received with agenda papers.</p>	

	<p>TMP (Targeted Mainstream Provision) is ready to support 8 young people. The LA did not agree to provide additional funding for two sites.</p> <p>Question: Governors enquired how the TMP would be able to provide support without additional funding.</p> <p>Answer: GS gave details, stressing that this was not ideal.</p> <p>SB provided an update on staffing for the TMP.</p> <p>Resolved: that BC and JB raise TMP staffing and funding with the LA.</p> <p>Question: Governors enquired about update on staffing arrangements for Whitby School.</p> <p>Answer: An overview was given. Some positions need LA approval before they can be filled.</p> <p>Governors thanked the SLT (Senior Leadership Team) for their work.</p>	BC, JB
FGB23-24(8)11	<p><u>Safeguarding</u> <u>Eskdale School</u> Staff are busy integrating pastoral teams and migrating CPOMS systems to not lose any data on transition to Whitby School.</p> <p><u>Caedmon College</u> A comprehensive plan is in place to ensure that no sensitive data is lost.</p> <p>Question: Governors enquired about attendance. Answer: In Caedmon College attendance is under national average. A strategy is in place to identify issues and absence patterns throughout the year.</p> <p>Eskdale School had excellent attendance during exams.</p> <p>Governors received Health and Safety report across all the sites.</p>	
FGB23-24(8)13	<p><u>SEA reports</u> SEA reports were received by governors.</p>	
FGB23-24(8)15	<p><u>Budget</u> Governors received two start budgets with agenda papers. It was noted that Eskdale School would close with a deficit which would not transfer to Whitby School but be covered by North Yorkshire Council.</p> <p><u>Whitby School budget</u> Governors discussed Whitby School budget which was predicted to be healthy.</p>	

	<p><u>School meals</u></p> <p>Governors discussed prices of school meals. The provider notified the schools that their prices would increase from September.</p> <p>Resolved: that school meals price is raised to £2.90 per meal.</p>	
FGB23-24(8)16	<p><u>Receive reports from governor visits to the schools.</u></p> <ul style="list-style-type: none"> • JM attended parents' forum. • RF visited the schools to conduct mock interviews with students. 	
FGB23-24(8)17	<p><u>Documents for Approval</u></p> <p>There were none.</p>	
FGB23-24(8)18	<p><u>Urgent other business</u></p> <ul style="list-style-type: none"> • Pastoral care <p>Governors congratulated PN on his new job and thanked him for his work for Eskdale School.</p> <p>Governors thanked SB for her work as Head of School.</p> <p>They thanked Mr Mitchell for his contributions to the Governing Body.</p>	
FGB23-24(8)19	<p><u>Confidential items</u></p> <p>There were none.</p>	
FGB23-24(8)20	<p><u>Date of next meeting</u></p> <p>The Temporary Governing Body will meet on 2nd September at 6pm. Calendar of meetings will be sent via email following constitution of the Governing Body.</p>	

The meeting was closed at 8:00 pm.

ACTION LOG

Item	Action	Person	Date
FGB23-24(5)8	Chair to write to highways about road safety.	BC	
FGB23-24(6)12	Update on teaching and learning strategy.	KM	
FGB23-24(8)7	Chair to contact Cllr Trumper to discuss the school.	BC	
FGB23-24(8)7	Clerk to notify Secretary of State of changes to Whitby Secondary Partnership.	DJ	
FGB23-24(8)9	GS to seek guidance from the LA regarding remaining equipment from Eskdale School.	GS	
FGB23-24(8)12	BC and JB to raise TMP staffing and funding with the LA.	BC, JB	