

**MINUTES OF MEETING OF GOVERNING BODY  
HELD ON THURSDAY 26 MARCH 2009  
IN THE BOARDROOM, COMMENCING AT 5:00PM**

Those present: Mr Keith Morley – Chairman  
Mr Phillip Azevedo  
Mr Tony Bayon  
Mr Andrew Brenson  
Miss Joyce Connell  
Ms Alison Fincken  
Mr Peter Harris  
Mr Steve Kenning (Principal)  
Mr Alan Marchant  
Ms Vivienne Smith

In attendance: Mr Andrew Barr (Vice Principal)  
Ms Debbie Francis (Clerk to the Governors)  
Miss Lauren Eldon (Head Girl)  
Miss Preetika Ramjooawan (Deputy Head Girl)

**1 Apologies for Absence**

Apologies for absence had been received from Mr Dan Moynihan (Harris Federation CEO) and Mr David Lewis.

**Chairman's Opening Remarks**

Mr Morley welcomed everyone and thanked them for attending.

Mr Morley apologised to the Board for the change of date. He explained that we do endeavour to give as much notice as possible to a date change, however on this occasion the meeting was moved by Federation. This left little option but to re-organise for the next most convenient day. There was a proposal that we put in reserve dates for the full board meetings next year.

*[Mr Tony Bayon (who had been at a meeting at Merton), Miss Lauren Eldon and Miss Preetika Ramjooawan joined the meeting]*

Mr Morley reported that Mr David Lewis confirmed his retirement from the Governing Body. Mr Morley also informed the Board that Ms Vivienne Smith was resigning from the Board as she was re-locating. Mr Morley thanked Ms Smith for all she had contributed and wished her well on behalf of the Governing Body. He also noted his thanks to Mr Lewis.

**2 Minutes of the Meeting held on 11<sup>th</sup> December 2008**

The minutes of the meeting held on Thursday 11<sup>th</sup> December 2008 were approved and a signed copy submitted.

**3 Matters Arising**

There were no matters arising.

**4 Head Boy and Head Girl: Report/Student Council**

Miss Lauren Eldon and Miss Preetika Ramjooorawan introduced themselves to the Board of Governors. Miss Eldon explained that Mr Tom Pratt had expressed apologies for non-attendance due to other commitments. They then presented a review of the term (see Appendix A).

The Head Girl and Deputy Head Girl reported on the following events: Enterprise Day – which was very successful, Year 13 Moving On Day – realisation of the fact they were leaving, VIVO Miles – the new reward system launching on 20<sup>th</sup> April 2009, Various trips to Somme, the Natural History Museum, the Coca Cola factory and Channel 4, Federation Basketball, Science Week – particularly interesting as it involved experiments and analysis for ‘who was murdered’ and the Science Open Evening. There was also the Animal Roadshow, Red Nose Day – which had each Faculty competing against each other and World Book Day – promoting reading and involved various workshops.

The Board thanked them for the report.

Mr Morley asked them how their preparations for the exams were going. They said that they were attending revision sessions and it was going well. The realisation of how immanent the exams were ensured that they were taking things seriously.

They confirmed that they had chosen their universities and were waiting for responses in some cases.

Mr Morley asked if there were any further questions from the Board. He confirmed that it would be their last meeting, so thanked them for their input throughout the year.

*[The Head Girl and Deputy Head Girl were invited to stay but chose to leave to get on with more revision]*

*[Ms Alison Fincken joined the meeting (she had been with a parent)]*

## **5 Principal’s Report**

Mr Kenning presented the Principal’s report to the Governors (see Appendix B). He reported on the Exam Performance against targets set. The current Year 11 performance were forecast to be weaker than in previous years but the staff were still working on this and he was hopeful that they would hit their targets.

He went through the Current Progress March 2009 document (see Appendix C). This detailed department performance, HARS data, new Year 7 intake scores against previous years, ethnic and gender breakdown, exclusions, detentions and absences.

Mr Kenning also reported on the changes in teaching staff (see Appendix D).

The term dates for the Year 2009/10 (see Appendix E) and 2010/11 (see Appendix F) were circulated for review and agreement by the Board. There were no concerns raised. The dates were agreed.

The cross Federation Governing Body Terms of Reference were circulated. This will be sent out to all Governors. It was noted that there were one or two statutory requirements. Please could all Governors review (see Appendix G).

Mr Morley added at this point that in order to comply with the Admissions requirements the Admission arrangements had to be submitted to the Council. All Governors were required to review the Admissions policy today. The Governors agreed with the admissions arrangements proposed.

Mr Morley talked a little about the admissions for this year. Mr Bayon asked about the appeals and how they were being handled. Mr Kenning said that they were being dealt with by Clerks Associates, an independent organisation. It was confirmed that there were 40 Appeals to date *[NB: 106 Appeals by distribution of minutes]*.

There was a discussion regarding the 2000 applicants this year and the large amount of interest in the Academy. It had the largest number of applicants for first choice in the borough (approximately 580 people put it as first choice).

Mr Morley also discussed the statemented applicants and how this was being dealt with by Mr Kenning. Parents were being invited in so parents could make an informed choice.

Mr Bayon asked what would happen as we were full; could we be forced to take more students. Mr Morley and Mr Kenning said that this would be a health and safety issue so could not see how this could be the case.

Mr Morley asked if there had been any declines. There were 9 declines. The admissions criteria was then re-applied to those on the waiting list, so we were now full.

Mr Morley discussed the Terms of Reference and asked the Governors to read through and comment upon it. All Governors should feedback any comments to the Clerk, Ms Francis. He asked if the Governing Body could also put forward any Agenda items for next year.

Mr Morley asked if there were any further questions for the Principal. There were no further questions.

Mr Morley then asked Mr Kenning if there was anything he particularly wanted the Governors to do. Mr Kenning said as and when things arose he would speak to the Governing Body but there was nothing at the moment. Mr Kenning felt he had a really good staff team to work with and he had a lot of confidence in the team at the Academy.

## **7 Financial Matters**

There were no financial matters discussed. Mr Antoniou was not in attendance as he was at a Federation meeting but the Board felt that a lot of the matters had been discussed at the various Committee meetings and issues dealt with.

## **8 Federation Matters**

Mr Morley expressed Dr Moynihan's apologies for non-attendance today. There were several points that Dr Moynihan wanted to raise and they are as follows:

Student Commission – this was very successful. The Federation had received £130,000 to fund the research project.

Post 16 Federation Staff Training Day held at South Norwood was very successful.

Full Time Subject Consultants had been employed to support the Academies.

The Building Works – This was on target. There were questions from the Board on the Car Parking spaces. It was noted that there would definitely be less parking, if any at all. It was agreed that public transport information should be sent out to Governors.

Haling Manor – the proposed next Federation Academy should be opening up in September 2009. On 31<sup>st</sup> March 2009 there would be a public meeting held at the school. There was some opposition expected but on the whole it looks to be positive.

There was a round of questions and discussion regarding changing from a school to an Academy, including the resistance it met from various people including the teachers at the school. It was agreed that there seemed to be a lot of misinformation as there were pre-conceived ideas about Academies.

Mr Brenson queried at what time in the process it could be stopped. Mr Morley said that there was a consultation period. However at any point an application could be made by an individual or group to stop the process. It had to go through a judicial review.

## 9 **Committee Reports**

### Finance and General Purposes Committee

The Committee had met twice since the last Main Board meeting. The documents and figures are very positive and it looks as though we are moving on. Overall the Academy is coping adequately with the budgets and control expenses carefully. There has been a tight ship on staffing and there may be some need to increase staffing to reduce Post 16 class group size.

Mr Morley asked if there were any questions. There were none.

### Teaching & Learning Committee

There was an excellent presentation from Mr Barr on Teaching Assessment at the Committee meeting. It was very informative (see Appendix H). Mr Barr would be happy to answer any queries.

Mr Morley asked if there were any questions. There were none.

### Disciplinary Committee

Mr Morley reported that there were two governors' disciplinary meeting since the start of the Academy year, one of which was a 15-day exclusion. The student had been issued with a final warning. Mr Kenning reported that the student was still on track and the parents were very supportive of the Academy's rules and regulations.

Mr Morley then reported on the second disciplinary hearing which was today. It involved a Year 7 female student and was chaired by Mr Peter Harris. It was regrettable but the Governing Body upheld the decision by the Academy for permanent exclusion, but had little choice in doing so. The reasons were persistent and defiant behaviour, breaking the rules and regulations of the Academy, two acts of violent behaviour towards another student and non-attendance at her exclusion. The Academy felt that it had to consider its responsibility to the other students at the Academy and the Governing Body upheld that decision.

Mr Morley asked if there were any questions. There were none.

## 10 **Policies**

8.1 Charging and Remissions - Agreed

8.2 Community - Agreed

8.3 Curriculum - Agreed

8.4 Equal Opportunities for Staff - Agreed

8.5 Student Rewards - Agreed

8.6 Uniform - Agreed

8.7 Financial Management – Agreed

8.8 Admissions policy (circulated, reviewed and discussed) - Agreed

The policies had been reviewed by the individuals Committees. There were no queries.

There were no further comments on the policies and all other policies were agreed.

## 11 **Update on Building Development**

Mr Kenning updated the members on current building works. It was on target to start in July.

**12 Any Other Business**

Ms Connell had attended the Holocaust Day at the Academy. She reported on her findings. Overall she had a great day and advised on where she thought there could be improvements (see Appendix I).

Mr Morley thanked Ms Connell and reminded all Governors to fill in the Governors visit form when they attended the Academy. This was to enable all the Governors to get an overview of what was happening.

Mr Brenson queried the lack of a Head Speaker at the Post 16 Opening Evening (as a parent). Mr Kenning clarified that Ms Miles the Director of Post 16 did do a talk but the Academy was looking at developments to improve the Evening for next year.

Ms Smith brought up the subject of cyber bullying in the news recently and a discussion ensued. Mr Barr talked about how the Academy was dealing with the issues surrounding this and the controls in place. They felt however that it was a difficult one to contain due to the fact that a lot of cyber bullying occurred offsite.

They confirmed however there was a great deal of information and discussions for the students specifically to make them more aware. This also included booklets, pamphlets and awareness events etc. Mr Kenning agreed that educating the students was the best way forward.

Mr Bayon asked about the BBC Reporting and if we, as an Academy, were involved. Mr Kenning said that we were looking to put into place our own studio for recording and reporting. We could even look at putting together a Federation TV show. This was discussed.

Mr Morley thanked everyone for attending and requested that items for the Agenda should be put forward.

Meeting was closed at 6.30pm.

The next meeting of the Governing Body will be held on Thursday 16<sup>th</sup> July 2009

Signed: .....  
Mr Keith Morley, Chairman

Date: .....

**Points for Action**

- Dates for the next Governor Academic year - Ms Debbie Francis

Debbie Francis  
Clerk to the Governors  
26 March 2009