

BISHOP WORDSWORTH'S ACADEMY TRUST  
**Minutes of a Meeting of the Governing Body**  
**Held on Tuesday 12 May 2020 at 1730 by Video Conference**

Present: Miss M J Horsburgh (Chair)      Mr M Francis-Pollin      Canon E Probert  
Mr J Hastings (V Chair)      Dr S K Ghauri      Mrs J Ranaboldo  
Mr R Blake      Mrs R Harwood-Lincoln      Mr A E Willis  
Dr G Branagan      Mrs S Hayward      The Headmaster.  
Mr K G M Flynn      Mr J Oldham

In attendance: Mr G Lloyd (Deputy Headmaster), Colonel B Smith (Bursar), Lieutenant Colonel D J Peerless (Company Secretary), Mrs Z Lampard (Head of Sixth Form, for Items 19.20, 20.20 and 29.20 only).

**AGENDA**

ITEM	SUBJECT	ACTION
	AFTERNOTE The Company Secretary confirmed that no governor had objected to the Meeting being held by video conference nor reported that they did not have the necessary hardware and software to connect to the Meeting. It was agreed to take Item 29.20 after Item 20.20.	
	<b>The Headmaster opened the Meeting with a Prayer</b>	
19.20	<b>Apologies for Absence.</b> Nil.	
20.20	<b>Declaration of Interests.</b> Governors were reminded that they had an obligation to declare any interest which might impact on the business of the School, both as discussed at this meeting or outside of this meeting. No governor declared any interest other than those in their annual declarations.	
21.20	<b>Minutes of the Previous Meeting.</b> It was noted that the Minutes had been issued for the cancelled March 2020 Meeting and that there had been no comment. The Minutes were ratified and the Chair would sign them at a later date.	
22.20	<b>Matters Arising.</b> There were no outstanding actions.	
23.20	<b>Cancelled Meeting - March Report.</b> The Report was agreed with one amendment to Item 9.20 second sentence in italics to be amended to: <i>Discussions have already started to see how much will now be refunded though some may need to be to be returned to parents.</i>	
24.20	<b>March Report – Matters Arising.</b> 1. <b>New Model Funding Agreement.</b> Company Secretary to explore how the funding Agreement could be changes to the current model and to consider if there might be any adverse consequences: the Company Secretary reported that this action was ongoing. 2. <b>Item 7.20.</b> The Link and Committee changes were ratified.	

	<p>3. <b>Item 11.20.</b> Strategic Plan was ratified.</p> <p>4. <b>Masterplan.</b> The Bursar's Paper had been agreed by email and was now ratified as follows:</p> <ul style="list-style-type: none"> <li>a. Broad thrust of paper agreed.</li> <li>b. Bursar authorised to continue working on the current projects shown in Paras 14, 15 &amp; 16 of his paper and to expend or commit up to the total for each project as shown in Paras 14, 15 &amp; 16 of the Paper.</li> <li>c. Bursar authorised to request the Private Fund Trustees for up to £300k from Private Funds, to be drawn off as circumstances develop.</li> </ul>	
25.20	<b>Masterplan.</b> The Bursar had nothing further to report on his update paper and commented that all was work in progress.	
26.20	<b>Members' Items.</b> Nil. The Meeting was reminded that the Funding Agreement did not provide for Members items to be agreed by video conferencing but only at a physical meeting or by written resolution.	
27.20	<b>Governing Body Matters - Vacant Links.</b> Volunteers were requested to fill the following: Security, H&S (both by members of APHS Committee), Redundancy, ICT, and Maths.	
28.20	<b>Safeguarding.</b> Mrs Ranaboldo reported that she had updated her training via the link in the Paper and commended the short 10 email course to governors. To save governors all registering, the Company Secretary had already registered and would forward the course emails. AFTERNOTE actioned and emails also retained for new governor induction.	
29.20	<p><b>Strategy.</b> The Headmaster and Mrs Lampard gave a PowerPoint presentation on the future of the Sixth Form covering: Marketing/Recruitment, Applications, Retention/Induction, Coping with COVID-19, Adjustments for Co-education, Future Planning (likely growth and wider impact). The presentation was recorded and is available to governors on Teams. Governors questioned and commented as follows:</p> <ul style="list-style-type: none"> <li>1. <b>Marketing.</b> How much marketing will need to be repeated next year? Answer: would expect to repeat and extend because the normal other school events where we would market Bishop's take place in the Summer term and have been cancelled this year.</li> <li>2. <b>Marketing.</b> You said we had visited 28 other schools. How does this compare historically? Answer: much higher, typically we have visited 7 or 8 local schools.</li> <li>3. <b>Adjustments for Co-education.</b> How will the Head of House role change? Answer: There will be Sixth Form prefects but the Head of House role is still being considered.</li> <li>4. <b>Adjustments for Co-education.</b> What will be the enrichment and I note that there is none shown for the Upper Sixth? Answer: there will be a little in the Upper Sixth if time allows. Enrichment is extra-curricular for example: critical thinking, cooking for university, finance for university, photography,</li> </ul>	

	<p>introduction to politics, self-defence, public speaking, guest speakers, drugs and sex education. Some will be optional some compulsory. Additionally, pupils will be able to sample, for example, Open University free courses. .</p> <p>5. <b>Adjustments for Co-education.</b> Will social-inclusion continue where pupils visit other schools to help younger pupils? Answer: yes for at least a year, hopefully longer, as an alternative in periods for games or enrichment.</p> <p>6. <b>Adjustments for Co-education.</b> What factors will determine whether 'A' Level PE is re-introduced? Answer: It was taken off the curriculum because the outcomes were not as required bur staff changes may now allow its re-introduction in the future.</p> <p>7. <b>Adjustments for Co-education.</b> Apart from traditional girls' sports such as netball, will you also consider rugby and football for girls? Yes and we have a female gap year student for next year and have recruited an additional PE teacher.</p> <p>8. <b>Future Planning.</b> Are you getting any feedback on how the conversion factor from place offers to acceptance might be this year? Answer: no.</p> <p>9. <b>Future Planning.</b> Do we have space for the top estimate of 466 pupils? Answer: we have enough classrooms but we have a limit on those we can take for specialist subjects because of limited space in science laboratories etc.</p> <p>10. <b>Future Planning.</b> The current and likely future large scale redundancies may lead to more applications for the Sixth Form. Response: agreed and also for the 11Plus.</p>	
30.20	<p><b>Any Other Business.</b></p> <p>1. The Headmaster updated the current School situation as follows:</p> <ul style="list-style-type: none"> <li>a. About 10 boys had attended today, all sons of key working except one who attending for safeguarding reasons and that this was in line with the national average.</li> <li>b. Boys for whom there were safeguarding concerns were being contacted regularly by telephone.</li> <li>c. There was much Government guidance about return to school and much of it was ambiguous but face to face support for years 10 and 12 to complement remote learning was possible after 1 June and it was certain that there would be no return to school for years 7, 8, and 9 before September and very likely that years 10 and 12 would then be allowed to return but to be taught in groups of up to 15: this would require a timetable re-write. However, practicals, games, assemblies etc would not be able to be held. Therefore the school day would be very different and teachers would have to teach both remotely and to multiple small groups in school which would be complicated both for staffing and for lesson sequencing.</li> <li>d. A parent governor commented that there would be exams issues for those due to take them in 2021 but that he was very pleased with the quality of remote learning although face to face feedback would be helpful.</li> </ul>	

	<p>The Headmaster replied that he expected the exam boards would make adjustments for 2021, that Year 12 lessons should be given on Teams by half term and other years soon after which would provide much more flexibility and feedback and finally that there was now a benefit in that boys should have time to engage in extension tasks and were being sent links as suggestions.</p> <p>2. The Headmaster informed the Meeting that he was now sending parents a weekly update.</p> <p>3. The Chair asked for any suggestions for improvements to video conferenced meetings to be sent to her, copy to the Company Secretary. AFTERNOTE No suggestions were received.</p>	
31.20	<p><b>Date of Next Meeting.</b> Tuesday 7 July 2020 at 1730 in The Carpenter Room or by video conferencing as appropriate.</p>	

Meeting ended 1843