

<b>PART 1 OF THE FULL GOVERNING BODY MEETING</b>	
Agenda <input type="checkbox"/>	
Minutes <input checked="" type="checkbox"/>	
<b>Date</b>	<b>23<sup>rd</sup> January 2023</b>
<b>Venue</b>	<b>Brackenfield School; Meeting room and Microsoft Teams</b>

*Please read papers in advance of the meeting ready to discuss and ask questions*

AGENDA ITEM 927	Welcome and Apologies for absence		
Notes	GOVERNOR	REASON	ACCEPTABLE
	Suzanne Millership Liddle	No contact made	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Margaret Griffiths	No Contact made	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Karen Gauntley	IT issues	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

GOVERNOR	ROLE	IN ATTENDANCE
Suzanne Millership-Liddle	Chair	<input type="checkbox"/>
Trish Turner	Head Teacher	<input checked="" type="checkbox"/>
Chloe Lawrence	Staff Governor	<input checked="" type="checkbox"/>
Margaret Griffiths	LA Governor	<input type="checkbox"/>
Karen Gauntley	Co-opted Governor	<input type="checkbox"/>
Ellen Atkinson	Co-opted Governor	<input checked="" type="checkbox"/>
Mica Coleman-Jones	Co-opted Governor	<input checked="" type="checkbox"/>
Traci Good	Co-opted Governor	<input checked="" type="checkbox"/>
VACANCY	Parent Governor	<input type="checkbox"/>
Kimberley Maycock	Clerk	<input checked="" type="checkbox"/>

AGENDA ITEM 928	Declaration of any pecuniary and/or personal interest to any agenda items
Notes	None received

AGENDA ITEM 929	Declarations of AOB
Notes	<p><b>Parent Feedback from TSi Course:</b></p> <p>Hi, I just wanted to pass on my thanks really to all of you.            XX has come home ecstatic that he participated in the course today and is very grateful for the Ten pounds given to him.            He's absolutely loving all this hands on learning whether it be with the bikes or whether it's at the garage at college.            He really has found his niche and we are very proud.            Without this kind of learning and opportunity Tai would not be where he is today.</p>

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Of Brackenfield School

Signed 

.... Date...27<sup>th</sup> march 2023.....

So thank you all for supporting him, really means the world.

**Stakeholder Feedback – D2N2:**

**Lead school for the design and pilot of an innovative Careers Deep Dive quality assurance framework.**

- At the suggestion of Brackenfield School, the South Derbyshire SEND Career Leaders wanted to adopt a different and more impactful way of collaborating and working in partnership. They felt that the Career Leaders meeting was not an effective use of time in terms of sharing best practice, they wished to see best practice in action in a school. Brackenfield designed the QA framework and process for carrying out the Deep Dive, this involved a lead school (Brackenfield) hosting the Deep Dive and sharing evidence/resources with 2 other schools to support the achievement of the Gatsby Benchmarks. The process also involved meeting the students and listening to student voice.
- The Deep Dive was a successful intervention and now has been adopted by all 9 schools in the Derbyshire SEND cluster. The Deep Dives have impacted on the achievement of the Gatsby Benchmarks across a number of schools in the cluster.
- D2N2 will be presenting the framework and process as 'best practice' at a regional Enterprise Coordinators CPD session in February 2023.

**Lead school for the design and delivery of an Employer Master Class - "Untapped Workforce - SEND Young People".**

- D2N2 Cornerstone Employers have made a commitment to work more closely with SEND schools and support young people/schools with their careers programme. They requested some CPD on working effectively with SEND schools. An 'ask' went out to the schools for a volunteer school to deliver a Master Class.
- Brackenfield School volunteered and in consultation with employers and D2N2 designed and delivered a successful Master Class which was attended by over 50 employers. Feedback was very positive and at the request of the Cornerstone Employers, this Master Class will be an annual CPD programme offered out to other employer and supply chains.
- The impact of the Master Class has seen an increase of Cornerstone Employers supporting all SEND schools across D2N2

**Supporting D2N2 in carrying out research into what skills and behaviours local employers require from SEND young people.**

- As a result of engaging with more employers to deliver the Master Class, Brackenfield School took the opportunity to carry out a piece of research into what local employers want embedding in the curriculum to ensure SEND young people are 'ready for work'. Brackenfield has shared the findings with all of the schools in the SEND cluster, which in turn as impacted on curriculum models. The findings also informed the DN22 skills strategy.

**Coaching and mentoring less experience SEND career leaders across the South Derbyshire Careers Operational Area.**

- Brackenfield School has one of the most experienced Careers Leader in the SEND Cluster. As new Career Leaders are appointed across the schools, Sophie Evitts has supported their development with coaching and mentoring. This is evidence of their collaborative and partnership approach to working with other schools.

**Gatsby Benchmark Comparison across the SEND Cluster (December 2022)**

School	GB1	GB2	GB3	GB4	GB5	GB6	GB7	GB8

*Sofie Jones*

Brackenfield	100%	100%	100%	100%	100%	100%	100%	100%	100%
2	100%	100%	100%	87%	100%	100%	100%	100%	100%
3	100%	100%	100%	75%	100%	87%	87%	0	
4	100%	100%	100%	100%	100%	100%	100%	100%	100%
5	100%	100%	100%	87%	100%	100%	100%	87%	
6	100%	100%	100%	100%	100%	100%	100%	100%	100%
7	100%	100%	100%	100%	100%	100%	100%	100%	100%
8	100%	100%	100%	100%	100%	100%	100%	100%	100%
9	100%	100%	100%	100%	100%	100%	100%	100%	100%

<b>Discussion:</b>	<p>In the absence of SML Chair of Governors TT acted as Chair of today's meeting.</p> <p>TT - Feedback from TSI course which EA ran in school has been positive from staff and a parent</p> <p>EA – It was a positive experience coming back into school, staff and young people took on the tasks and thoroughly enjoyed this. This will make a huge difference for parents and staff supporting the school.</p> <p>TT – Feedback from Traci for QA, OFSTED cyber resilience and D2N2</p> <p>TG – Digital resilience at Brackenfield shows that they are on track with digital resilience and online safety. It is a joy to work with the school seeing how this is implemented within school.</p> <p>TT - Gemma Watts is joining today's meeting with a view of joining the Governing body as a parent Governor.</p> <p>GW – My daughter attends Brackenfield, she is aged 12 in year 8 and has been in school for 2 years. My Daughter came from a mainstream school, it was clear that mainstream wasn't a suitable setting for secondary. I have a step son who lives with you part time and a younger who most of the staff know at Brackenfield as he believes they have a bouncy castle in the hall that he can use all the time.</p> <p>I work Part Time at Nottinghamshire County Council working in the family department with Tiers 2, 3 and 4 families. I also work with school attendance and fixed penalty notice team.</p> <p>No questions raised all Governors happy to co-opt Gemma as a parent governor.</p> <p>TT welcomes Gemma to the governing body</p>
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<b>AGENDA ITEM</b> 930	<b>Part 1 Minutes from Full Governors meeting 21<sup>st</sup> November 2022</b>
<b>Notes:</b>	<a href="#">Part 1 Minutes from Full Governors meeting 21<sup>st</sup> November 2022</a>
<b>Discussion:</b>	Signed as a true and accurate record of the meeting.

Minutes of the FGB meeting 23/01/2023  
Of Brackenfield School

*Goleman Jones*

Signed

.... Date...27<sup>th</sup> march 2023.....

AGENDA ITEM 931	Headteacher Report and Policies to be approved										
<p><b>Notes:</b></p>	<p>The school improvement plan has been moved to I-Abacus an online system. There is a link the action plans in the document below.</p> <p>There is also a link to the dashboard with the current key performance indicators.</p> <p><a href="#">MER 2 Dash Board.pdf</a></p> <p><a href="#">School-Self-Evaluation-and-Improvement-Plan-2023-01-17-104138.pdf</a></p> <p><a href="#">Headteachers report MER 2 Feedback 2022-2023</a></p> <table border="1" data-bbox="292 712 906 1473"> <thead> <tr> <th data-bbox="292 712 906 745">Policy</th> </tr> </thead> <tbody> <tr> <td data-bbox="292 745 906 819"><a href="#">Governors ECT policy SE Nov 2022.pdf</a></td> </tr> <tr> <td data-bbox="292 819 906 893"><a href="#">Govs Anti bullying policy January 2023 JR.pdf</a></td> </tr> <tr> <td data-bbox="292 893 906 967"><a href="#">Govs CL EYFS policy November 2022 .pdf</a></td> </tr> <tr> <td data-bbox="292 967 906 1041"><a href="#">Govs drugs and alcohol policy Oct 2022 SE.pdf</a></td> </tr> <tr> <td data-bbox="292 1041 906 1146"><a href="#">Govs JL Teaching Learning and Outcomes Policy.pdf</a></td> </tr> <tr> <td data-bbox="292 1146 906 1220"><a href="#">Govs Personal development policy 22-23 SE.pdf</a></td> </tr> <tr> <td data-bbox="292 1220 906 1294"><a href="#">Govs Pupil Policy handbook January 2023 JR.pdf</a></td> </tr> <tr> <td data-bbox="292 1294 906 1400"><a href="#">Govs - Current - Acceptable use of Internet &amp; Electronic Communication Policy - DD Jan2023 .pdf</a></td> </tr> <tr> <td data-bbox="292 1400 906 1473"><a href="#">Govs Pupil Premium September 2022 MU.pdf</a></td> </tr> </tbody> </table>	Policy	<a href="#">Governors ECT policy SE Nov 2022.pdf</a>	<a href="#">Govs Anti bullying policy January 2023 JR.pdf</a>	<a href="#">Govs CL EYFS policy November 2022 .pdf</a>	<a href="#">Govs drugs and alcohol policy Oct 2022 SE.pdf</a>	<a href="#">Govs JL Teaching Learning and Outcomes Policy.pdf</a>	<a href="#">Govs Personal development policy 22-23 SE.pdf</a>	<a href="#">Govs Pupil Policy handbook January 2023 JR.pdf</a>	<a href="#">Govs - Current - Acceptable use of Internet &amp; Electronic Communication Policy - DD Jan2023 .pdf</a>	<a href="#">Govs Pupil Premium September 2022 MU.pdf</a>
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<a href="#">Govs Pupil Premium September 2022 MU.pdf</a>											
<p><b>Discussion:</b></p>	<p>HT report looks differently now, we have taken advise from our Schools improvement officers and moved the School Improvement Plan (SIP) onto I-Abacus. Our SIP highlights areas of improvement are around Quality of Education – Curriculum and Total Communication approach and induction of new staff.</p> <p>MCJ – I Met with JL last week, MCJ and CL meeting tomorrow to run through Communication. There are few different things in place since I taught at Brackenfield,</p> <p>TT – This year we have changed out phonics approach we now use Phonics for SEND. We used to use read Write Ink, but they used lots of different approaches which was confusing for Children. The Phonics for SEND was launched last term on their B level data, we need time to find some long-term data.</p>										

	<p>CL – MER 2 has been positive in staff confidence. Our link SALT Helen has done training with staff, the presentation was user friendly. CL to book in more training.</p> <p>We have rolled out a new communication profile/passport making sure these are individual to each child, these can also be used outside of school to show what the children like. We have more work implementing some approaches such as narrative and call and response, making sure this is varied and the teaching staff understand why they are doing it.</p> <p>Policies – EA – I haven't read all of them but is working through them, I will email KM if I find anything.</p> <p><b>Challenge:</b> TG - ICT policy requires some updates – TG to work through this and send in required amendments. TT what are the areas which are out of date? ICT – references to website like MSM and Bulletin boards which are used anymore.</p>
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AGENDA ITEM 932	Finance Update
<b>Notes:</b>	Please use the following link to access the <a href="#">Governor Report – 2023 Spring Terms 3 &amp; 4.pdf</a>
<b>Discussion:</b>	<p>Challenge- Chair of Gvs and finance link attended link meeting in school for budget. See link meeting minutes.</p> <p>TT – The next Governors meeting will be to set the budget, SML Chair of Governors is involved in these meetings.</p>

AGENDA ITEM 933	Spring 2023 Governor Training Programme
<b>Notes:</b>	<p>The information below was shared with Governors via email on the 9<sup>th</sup> December 2022:</p> <p>We are pleased to attach our governing board training and development programme for the spring term 2023. We do have just one event remaining before the Christmas break - our virtual <a href="#">Exclusions</a> session is coming up on <b>Tuesday 13 December</b> and places are still available. This session was revised and updated for autumn 2022 by our specialist colleagues to ensure it covers the most pressing issues in this important area, so we are sure governors will find it really useful. The date for our next virtual <a href="#">Strategic Briefing</a> is Wednesday 1 March. This online event is held live and is free of charge for subscribing schools. The topical presentations are designed to support your work as an effective Governing Board and all governors are very welcome to attend. It would be valuable to have all Governing Board's represented at this event which we are sure you will find worthwhile.</p> <p>We have just held our first <a href="#">Networking for Chairs</a> event and were really pleased with how it was received. We are planning to make this a regular feature so have another date in the spring programme – we look forward to watching this develop with increased input from the chairs who attend sharing ideas and good practice.</p> <p>You may notice that Roles and Responsibilities no longer features as a scheduled event. It is still</p>

*Stoleman Jones*

available to your governing board or cluster as a bespoke event on request, so please ask if you would like to arrange this.

Our [Essential training for clerks](#) will be held in person for the first time since the pandemic, so we are looking forward to meeting everyone. Delegates who are new to governance are also encouraged to attend [Module 1 of Welcome to Governance](#) which is being held on Tuesday 21 March – this session will be free of charge to clerks booked onto the Essential Clerking training. Other in-person events this term are [Welcome to Governance](#) (full day) and [School Complaints Procedure](#)

This training programme is being sent out to all chairs of governing boards and clerks to governors, so we hope you will forward it on to your fellow governors so that everyone is aware of the opportunities available to them. You can also find the [training programme](#) on our [resources page on S4S](#).

Please click on the links below for more information and to reserve a place. If you have any questions regarding governor support or training please email: [governor.support@derbyshire.gov.uk](mailto:governor.support@derbyshire.gov.uk)

[Monitoring and Evaluation](#) – Tuesday 10 January 18:00 – 20:00

[Preparing for Ofsted](#) – Tuesday 17 January 18:00 – 20:00

[Preparing for Ofsted](#) – Wednesday 15 March 18:00 – 20:00

[Course for New & Prospective Chairs](#) – Thursday 2 February 18:00 – 20:00

[Finance](#) – Tuesday 7 February 18:00 – 20:00

[SEND](#) – Thursday 9 February 18:00 – 20:00

[Welcome to Governance: Full day in-person course \(Induction for new Governors\) lunch provided](#)

- Saturday 11 February 09:30 – 15:30

[Welcome to Governance: 2-module virtual course \(Induction Session for New Governors\)](#)

– Tuesday 21 & 28 March 18:00 – 20:00

[Governor Strategic Briefing](#) – Wednesday 1 March 17:30 – 19:00

[Equality Act 2010: The new Ofsted framework and its expectations](#) – Tuesday 7 March 18:00 – 20:00

[Networking for Chairs](#) – Thursday 16 March 18:00 – 19:00

[Clerks to Governors: An Essential Introductory Guide to Clerking](#) – Thursday 23 March 10:30 – 12:30

[School Complaints Procedure](#) – Wednesday 29 March 18:00 – 20:00

**Discussion:**

Governors reminded to email KM should they want to attend any Governors training,

<b>AGENDA ITEM</b> 934	<b>Part 2 Agenda</b>
<b>Notes:</b>	Please see Part 2 Agenda

DATE OF NEXT MEETING/S			
Date of meeting	Time	Date papers will be circulated	Focus
18 <sup>th</sup> July 2022	17.00	11 <sup>th</sup> July 2022	Setting SIP-SEF 2022-2023
10 <sup>th</sup> October 2022	14.00	3 <sup>rd</sup> October 2022	MER 1 Feedback
21 <sup>st</sup> November 2022	17.00	14 <sup>th</sup> November 2022	Mid-Year Budget
23 <sup>rd</sup> January 2023	17.00	16 <sup>th</sup> January 2023	MER 2 Feedback
27 <sup>th</sup> March 2023	17.00	20 <sup>th</sup> March 2023	MER 3 Feedback and Budget Ratification
19 <sup>th</sup> June 2023	14.00	19 <sup>th</sup> June 2023	MER 4 and Summative Feedback for Year
10 <sup>th</sup> July 2023	17.00	10 <sup>th</sup> July 2023	Setting SIP-SEF 2023-2024

**Questions from the new Governance Handbook January 2017 in relation to finance that governors may wish to use:**

- Are resources allocated in line with the organisation’s strategic priorities?
- Does the organisation have a clear budget forecast, ideally for the next three years, which identifies spending opportunities and risks and sets how these will be mitigated?
- Does the organisation have sufficient reserves to cover major changes such as re-structuring, and any risks identified in the budget forecast?
- Is the organisation making best use of its budget, including in relation to planning and delivery of the curriculum?
- Does the organisation plan its budgets on a bottom up basis driven by curriculum planning (i.e. is the school spending its money in accordance with its priorities) or is the budget set by simply making minor adjustments to last year’s budget to ensure there is a surplus?
- Are the organisation’s assets and financial resources being used efficiently?
- How can better value for money be achieved from the budget?
- Is the organisation complying with basic procurement rules and ensuring it gets the best deal available when buying goods and services in order to reinvest savings into teaching and learning priorities?
- Is the organisation taking advantages of opportunities to collaborate with other schools to generate efficiencies through pooling funding where permitted, purchasing services jointly and sharing staff, functions, facilities and technology across sites?