



A Meeting of the Ermysted's Grammar School Full Governing Board  
was held in the boardroom at the School on **Thursday 6<sup>th</sup> February 2020 at 4.30pm.**

### GOVERNORS

Mr C Worts [CW] Chair (FTG); Mr M Evans [MJE] Headmaster (SG); Mrs J Lloyd [JL] Vice Chair (FTG)  
Mr AM Davies [AD] (FTG); Mr HG Cutler [HC] (FTG); Mrs SE Stockton [SS] (FTG)  
Dr S Humphrey [SH] (PAFTG); Ms S Trelease [ST] (CG); Mr S Clarkson [SC] (OBFTG)  
Mr S Flanagan [SF] (FTG); Mrs D Swiffen [DS] (FTG); Mr A Jackson [AJ] (SG)  
Ms V Anderson [VA] (PG); Mr A Hart [AH] (PG); Mrs R Nazar [RN] (CG); Mr B Garner [BG] (LA)

(FTG) Foundation Trustee Governor; (OBFTG) Old Boys Foundation Trustee Governor  
(PAFTG) Parents Association Foundation Trustee Governor; (SG) Staff Governor  
(LA) Local Authority Governor; (PG) Parent Governor; (CG) Co-opted Governor

### TO BE IN ATTENDANCE

Mr D Frankland [DF] Clerk to Governors  
Mr A Wooley [ADW] School Business Leader  
Ms P Davies [PD] Deputy Head Teacher  
Mr J Burton [JB] Associate Member  
Members of the Senior Leadership Team

## MINUTES OF THE MEETING OF THE FULL GOVERNING BOARD 06.02.20

### GOVERNORS PRESENT

Mr C Worts [CW] Chair (FTG); Mr M Evans [MJE] Headmaster (SG)  
Mr AM Davies [AD] (FTG); Mr HG Cutler [HC] (FTG); Mrs SE Stockton [SS] (FTG)  
Ms S Trelease [ST] (CG); Mr S Clarkson [SC] (OBFTG); Mr S Flanagan [SF] (FTG)  
Ms V Anderson [VA] (PG); Mr A Hart [AH] (PG); Mrs R Nazar [RN] (CG); Mr B Garner [BG] (LA)

### IN ATTENDANCE

Mr D Frankland [DF] Clerk to Governors  
Mr A Wooley [ADW] School Business Leader  
Ms P Davies [PD] Deputy Head Teacher  
Mr J Burton [JB] Associate Member  
Members of the Senior Leadership Team  
Mr SD Speak [SDS]; Mrs A Price [AJP]; Mrs H Simms [HMS]

### PROCEDURAL

Min	Item	Lead	att
49::20 FGB	To extend a welcome to all present and open the meeting. Meeting status::Quorate The Chair opened the meeting at 4.32pm., extended a welcome to Governors, to all in attendance.	Chair	



50::20 FGB	<p>To receive apologies and consent to absences.</p> <p>The Clerk was in receipt of apologies from JL, SH, DS and AJ which were recorded as consented. Notice of probable late arrival was recorded for SS.</p>	Chair Clerk	
51::20 FGB	<p>To receive any Declaration of Interests, pecuniary or non-pecuniary, for the purpose of the business of this meeting.</p> <p>There were no declarations of interest recorded, pecuniary or otherwise for the purpose of the business of this meeting.</p>	Chair Clerk	
52::20 FGB	<p>To receive notification of other urgent business for consideration at agenda item: - other business.</p> <p>ADW: Item relating to contractors working on premises adjacent to the school. MJE: A confidential item of business. CW: An additional confidential item of business.</p>	Chair	
53::19 FGB	<p>To determine whether any part of the proceeding should be treated as confidential and excluded from the minutes to be made available for public inspection.</p> <p>Governors agreed items of confidential business to be determined where appropriate. Governors are reminded of the need for confidentiality on some aspects of Governing Board Meetings.</p>	Chair	
54::20 FGB	<p><b>To complete or update as required:</b> LA Governor Self Declaration; Register of Business Interests. Register of Gifts &amp; Hospitality.</p> <p>The Clerk confirmed the LA Governor Self Declaration; Register of Business Interests. Register of Gifts &amp; Hospitality as in date. The hard copy file available (with the Clerk during meetings, and with the Headmaster's PA at other times) and containing the following papers requiring Governors confirmation on completion of:</p> <ul style="list-style-type: none"> <li>• The Safeguarding Training Audit; Basic Safeguarding; PREVENT; Safer Recruitment Training.</li> <li>• KCSiE Confirmation of Governors having read the September 2019 and the October 1<sup>st</sup>, 2019 update. As advised by the Headmaster at the previous meeting of the Full Governing Board, Governors (as the 'employer') to read 'section 3' of the KCSiE in addition to the 'sections 1 &amp; 2'.</li> <li>• LA Governor Self Declaration; Register of Business Interests; Register of Gifts &amp; Hospitality.</li> </ul>	Chair Clerk	All Gov's
55::20 FGB	<p><b>Governor Composition and Report</b> Confirm the Governing Board Composition: To appoint Mr B Garner as the Local Authority Representative Governor</p>	Chair Clerk	



	<p>On approval of the Governing Board, and by a unanimous vote, Mr Brent Garner was appointed as the Local Authority Representative Governor for a term of four years (or until termination by the Local Authority).</p> <p>On behalf of all present, the Chair extended an especial welcome to BG on his successful appointment.</p> <p>The Clerk advised the term of office for SH, as the Governor elected by the Parent Association was due to expire on 06.06.20 and, that whilst SH had confirmed her willingness to continue, this would be dependent on the Parents' Association terms of reference and associated election criteria.</p> <p>ST (as current Chair of the Parents' Association) confirmed she would bring the matter for discussion to the forthcoming Parents' Association Meeting (scheduled for the following week). If the Parents' Association required the elected PA Governor to have a child in school (at the time of election), she would be pleased to stand as the PAG, which would facilitate SH to continue in her role as Foundation Trustee Governor.</p> <p><b>Governor Skills Audit</b></p> <p>The Clerk confirmed the Governor Skills Audit complete, although effectively a 'live document' with update required to add data from new Governors, BG, JB and RN.</p> <p>In addition to the NGA version (Governor Skills Audit), the Clerk confirmed as having circulated the additional 'Financial Governor Skills Matrix' as required to support the SFVS (School Financial Value Standard). Governors to complete and return to the Clerk please.</p> <p>Meeting status::SS joined the meeting:: 4.45pm</p>		<p>Act ST</p> <p>Act BG</p> <p>Act All Gov's</p>
<p>56::20 FGB</p>	<p>To approve as a correct record, the minutes of the meeting of the Full Governing Board held on: 05.12.19.</p> <p>The minutes of the meeting of the Full Governing Board held on 05.12.19 were approved as a correct record by Governors, proposed by SC, seconded by AD and signed by the Chair.</p> <p>To consider matters arising from the minutes and for which there is no separate agenda item.</p> <p>There were no matters arising other than the business to be concluded in this meeting.</p> <p>To approve as a correct record, the confidential minutes of the meeting of the Full Governing Board held on: 05.12.19.</p> <p>The Chair deferred the item of business relating to confidential minutes to 67::20FGB, AOB, end of the meeting.</p>	<p>Chair Clerk</p>	



<p>57::20 FGB</p>	<p>To receive a brief update of ongoing Foundation Governing Board business from the Chair of the Foundation Trust, since the last meeting of the Foundation Trustees held on 03.10.19.</p> <p>The Chair deferred the resume of business of the Foundation Trust for discussion at the next meeting of the Foundation Trustees; now scheduled for Thursday, 26 March 2020 at 4.00pm; see (below) agenda item 58::20FGB.</p> <p>To receive minutes and a brief resume of business from the Chair, from the meeting of the Resources &amp; Finance Committee held on 20.01.20.</p> <p>On behalf of the Committee Chair, unable to attend this Full Governing Board meeting, ADW provided overview to the business of the Resources &amp; Finance Committee meeting held on 20.01.20 when he had presented:</p> <ul style="list-style-type: none"> <li>• The Financial Outturn to Period 9 and Full Year Forecast. With more detail to be provided in the course of this Full Governing Board meeting.</li> <li>• Governors had also considered the requirement of the Schools Financial Value Standard (SFVS) document; to be completed (by Governors) approved by the Full Governing Board and submitted to the LA before the end of the financial year (at the latest by 31.03.20).</li> </ul> <p>To receive minutes and a brief resume of business from the Chair, from the meeting of the School Improvement Committee held on 23.01.20.</p> <p>On behalf of the Committee Chair, unable to attend this Full Governing Board meeting, CW provided overview to the business of the School Improvement Committee meeting held on 23.01.20.</p> <ul style="list-style-type: none"> <li>• Governors had discussed a recent blog posted by Sean Harford, HMI, National Director for Education on Thursday, 09 January 2020 discussing how Ofsted will judge the curriculum and whether the length of key stage matters; this particularly in the light of recent changes to the curriculum in the School.</li> <li>• The Headmaster had referred to an additional paper ‘Removal of the Outstanding Exemption’ Government Consultation (Launch date: 10 January 2020 - Response date: 24 February 2020), confirming it likely the school would soon be the subject of an Ofsted Inspection with the anticipation of a visit in the autumn term 2020.</li> </ul> <p><b>As an aside the Headmaster advised as having spoken to the LA with a view to them providing training (around the Ofsted process) to Governors. The LA, to date, had not yet communicated a cost, but the suggestion was that Ms K Lounds might attend one of the forthcoming Full Governing Board meetings in the summer term. Governors agreed the Headmaster progress the enquiry and report back.</b></p> <ul style="list-style-type: none"> <li>• SDS had provided an anonymised report on Pupil Progress during the autumn term 2019 with pupils currently performing above the national median in most areas.</li> </ul>	<p>Chair</p> <p>JL</p> <p>SH</p>	<p>Act MJE</p>
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- AJP had reported on the Teaching and Learning Review, autumn 2019, the overarching aim of the QATL process to continue to improve the quality of Teaching and Learning from consistently good to consistently outstanding.

The Clerk confirmed both the above Reports available to Governors on the 365 Drive / folder for the meeting.

To receive minutes, where available, from any additional Committee Meetings or Panels held since the last meeting of the Full Governing Board on 05.12.19.

The Chair confirmed that, with the exception of a meeting of the Pay Committee held on 09.12.19, there had been no other meetings of Committees or Panels held since the last meeting of the Full Governing Board on 05.12.19.

58::20  
FGB

**Dates of meetings of the FGB & Committees for the academic year 2019-20:**  
All meetings at 4.30pm unless otherwise indicated.

**Spring Term 2020**

**Thursday 6 February 2020**

Thursday 12 March 2020

Monday 16 March 2020

**Thursday 26 March 2020 4.00pm**

**Thursday 26 March 2020 4.45pm**

**Full Governing Board**

School Improvement Committee

Resources & Finance Committee

**Foundation Trustees Meeting**

**Full Governing Board**

**Summer Term 2020**

~~Thursday 30 April 2020~~

Thursday 7 May 2020

**Thursday 14 May 2020**

Monday 22 June 2020

Thursday 25 June 2020

**Thursday 2 July 2020**

~~School Improvement Committee cancelled~~

Resources & Finance Committee

**Full Governing Board**

Resources & Finance Committee

School Improvement Committee

**Full Governing Board**

**Please note changes to meetings:**

To confirm a meeting of the Foundation Trustees to be held on Thursday 26 March 2020 at 4.00pm immediately preceding the meeting of the Full Governing Board.

The Chair confirmed the meeting of the Foundation Trustees scheduled to be held on Thursday, 26 March 2020 at 4.00pm and immediately preceding the meeting of the Full Governing Board.

To confirm the time of the meeting of the Full Governing Board on Thursday 26 March 2020 to commence at 4.45pm.

Governors noted the rescheduled time of the meeting of the Full Governing Board on Thursday, 26 March, now to commence at 4.45pm.

Chair

Act  
FT  
Gov's

Act  
All  
Gov's



	<p>To confirm the cancellation of the meeting of the School Improvement Committee scheduled for Thursday, 30 April 2020; urgent business from this meeting to be referred to the meeting of the Full Governing Board on Thursday, 14 May 2020.</p> <p><b>Governors noted the cancellation of the meeting of the School Improvement Committee originally scheduled for Thursday, 30 April 2020.</b></p>		<p><b>Act All Gov's</b></p>
<p><b>BUSINESS OF THE FULL GOVERNING BOARD</b></p>			
<p>59::20 FGB</p>	<p><b>Headmaster's Report</b> Report (attached)</p> <p>The Headmaster presented his Report to Governors for February 2020 together with the LA Report from the LIA, Ms K Lounds (date of visit 15.01.20).</p> <p>In the absence of mock examination marks, which were unavailable at the time of the meeting, Governors noted the autumn term progress data for Year 13 which suggested that the cohort was performing at higher level than the previous cohort. Year 13 pupils are currently well above the FFT50 target and working towards the aspirational FFT20 target. Year 12 pupils are progressing well towards their targets. The Year 11 cohort has a slightly lower set of targets than last year's cohort, with some concerns ongoing around the progress of certain pupils.</p> <p><i>(The more detailed 'levels of progress' and the 'A8 Overall v KS2 Prior Attainment' information is available in the updated version of the Headmasters Report {doc: 20.02.06 Full GB pdf} available on the 365 drive.)</i></p> <p>There were no questions relating to the progress of Years 11, 12 and 13.</p> <p>Referring to the analysis of the key groups, the Headmaster advised the disadvantaged cohort in Year 11 was doing quite well. In the Year 13 Low Prior Attainment Group, the cohort's average point score was below the FFT50 target with revision classes ongoing to support these pupils.</p> <p>The Headmaster referred Governors to the School roll, which currently stands at 791 pupils. Governors discussed the challenges of Post 16 recruitment and noted the larger cohorts migrating up through the school.</p> <p>Governors noted Absence Information (year to date), with overall unauthorised absence remaining quite low.</p> <p>Governors approved the additional Educational, Residential Trips &amp; Visits since the last meeting of the Full Governing Board on 05.12.19. In addition, Governors approved a trip supported via the Holocaust Education Trust (more information: <a href="#">link</a>) for two Sixth form pupils to visit Auschwitz (for one day 06.05.2020) and to be accompanied by one member of staff, if possible.</p>	<p>MJE</p>	



	<p>A Governor observed and questioned on the number of Saturday detentions which appeared lower than in previous years. The Headmaster explained that alternative options had been used in preference to Saturday detentions, which include, for example, pupil presentations to members of the SLT.</p> <p>There were no further questions relating to the Headmaster’s Report; Governors were content with the format and detail of the information provided.</p> <p>Governors reviewed the recent LA Report from the LIA, Ms K Lounds (date of visit 15.01.20) and noted the now rationalised programme of LA services with only an annual visit from the SIA. EGS has been being risk assessed by the LA as a Priority 1 school. Governors were pleased with the Report. (The Report is available to Governors on the 365 Drive).</p>		
<p>60::20 FGB</p>	<p><b>Budget overview and site works</b> Presentation</p> <p>The School Business Leader, ADW provided a verbal update on the Budget overview and recent site works.</p> <p>The works to the Maths Office had now been completed, albeit with the final cost above that anticipated due to the scope of work proving to be more extensive. Two other projects funded via LCVAP include the resurfacing work to the drives and pathways around school, and the CCTV installation and IT network upgrade (all formally approved). The difference between the LCVAP funding allocation (£123k) and the scope of the revised proposal to support the IT network upgrade and the CCTV installation (with the total cost of the work now around £69k) supported by the saving on the notional allocation of funding for the resurfacing work of £50k now reduced to £44k.</p> <p>In this financial year, ADW advised, he had deliberately not drawn down funds from Devolved Formula Capital and there was currently £23k available. Therefore, in a rebalance, the deficit on Capital Expenditure for the year would be reduced from the estimated £95k to a Capital Deficit of £72k.</p> <p>With guidance from a Governor with specialist knowledge of ICT network requirements and resilience, and on a proposal from the Chair, proposed by SF and seconded by SC, the Governing Board approved the programme of work progress. ADW provided more detailed input on the timeframe for the work(s) to be completed, with the resurfacing works to be undertaken in the half term break, subject to clement weather.</p> <p>There were no questions.</p>	<p>MJE ADW</p>	
<p>61::20 FGB</p>	<p><b>Admissions</b> Update on progress.</p> <p>The business of Admissions was deferred to agenda item 67::20FGB.</p>	<p>MJE</p>	



62::20  
FGB

## Curriculum

### Curriculum overview and evaluation of the enrichment carousel.

PD

The Deputy Headteacher, PD, provided an overview of the curriculum and an evaluation of the enrichment carousel:

- Curriculum Overview papers for Years 7, 8, 9 & 10 parents;
- Enrichment carousel pupil voice responses for Governors;

The overview papers had been created to explain the curriculum and wider opportunities to parents with children in Years 7, 8, 9 & 10. Other year groups have been provided with this information via the respective options booklet.

Governors noted [from the Ofsted blog mentioned above] the importance of ensuring that a two-year KS3 does not mean a narrowing of the curriculum.

- great breadth and depth of curriculum - for example, giving pupils the opportunity to learn a number of foreign languages and arts subjects; (*EGS pupils do three languages and separate sciences. In total, pupils study 17 subjects at KS3, as opposed to the ten, or so, required by the national curriculum*);
- the wider curriculum being open to all pupils, regardless of academic ability, and being taken up by the vast majority; (*all EGS pupils following the same curriculum with no pupils pushed to easier qualifications*);
- a greater proportion of pupils taking the EBacc at KS4; (*all EGS pupils follow the same academically demanding pathway, with everyone on Year 9 and below now EBacc compliant*);
- no subjects being squeezed out of the KS3 curriculum, which means that pupils continue to take a range of subjects, including the arts, at KS4; (*wide range of subjects retained at EGS including Art, Music, Latin, Food & Nutrition, Design Technology - with all of those subjects running through KS4*);
- KS4 courses going deeper into content and being broader than just the specifications called for by the exam boards or the national curriculum; (*amongst the reasons for the two-year KS3 at EGS to develop additional challenge and content at KS4*).

Referring to the paper 'Enrichment Carousel pupil voice responses summary for Governors' PD advised, to triangulate the evidence and in overall summary, 48 responses had been presented from 25 pupils, all of whom had completed two different carousel activities by 21 January 2020, with the exception of one pupil who had completed two sessions on one activity.

PD advised of the general pupil comments for improvement regarding the carousel with a range of comments and observations received, and detailed the whole school 'next steps' going forward:

- HoF will discuss feedback with the staff and identify areas of the scheme to develop. Some actions identified include increasing the challenge; providing



	<p>more support; avoiding repetition of the use of some resources used in other subject areas.</p> <ul style="list-style-type: none"> <li>Plans for Year 10 and future Year 11 enrichment carousel to include a wide variety of new subject areas, all of which are not covered in the core curriculum.</li> </ul> <p>PD noted the strong engagement from pupils with their observations that the curriculum had been enriched.</p> <p>The more detailed analysis is available to Governors in the associated papers on the 365 Drive / folder for this meeting.</p> <p>As an aside, the Headmaster advised the plans for the second year of the Enrichment Carousel, Year 10 to include a course on Classics to encourage pupils to consider Classics at A Level; an Economics or Finance course for similar reasons; and a short <i>ab initio</i> course in Italian. Additionally, with a new English Teacher recently appointed, drama would be introduced to the enrichment carousel at some point.</p> <p>Governors agreed that this was an interesting and eclectic programme that pupils should enjoy and benefit from.</p> <p>The Chair thanked the Deputy Headteacher for her detailed report. There were no questions.</p>		
<p>63::20 FGB</p>	<p><b>Link Governor Reporting</b> To receive Link Governor Reports since the last meeting of the Full Governing Board held on 05.12.19.</p> <p>Governor: SH / Report: Safeguarding and Pastoral Care / Date of Visit: 28.11.19</p> <p>The chair referred Governors to the Link Governor Report submitted from SH Safeguarding and Pastoral Care noting the breadth of support available to the pupils with the Safeguarding Governor's support very much valued in the school.</p>	<p>Chair</p>	
<p>64::20 FGB</p>	<p><b>Safeguarding update</b></p> <ul style="list-style-type: none"> <li>DfE: Keeping Children Safe in Education (KCSiE) 2019, coming into effect on 2nd September 2019, and updated 1<sup>st</sup> October 2019: <a href="#">link</a></li> </ul> <p>Governors please note the hard copy file available (with the Clerk during meetings, and with the Headmaster's PA at other times) and containing the following papers requiring Governors confirmation on completion of:</p> <ul style="list-style-type: none"> <li><b>The Safeguarding Training Audit; Basic Safeguarding; PREVENT; Safer Recruitment Training.</b></li> <li><b>KCSiE Confirmation of Governors having read the September 2019 and the October 1<sup>st</sup>, 2019 update. As advised by the Headmaster at the previous meeting of the Full Governing Board, Governors (as the 'employer') to read 'section 3' of the KCSiE in addition to the 'sections 1 &amp; 2'.</b></li> </ul>	<p>Chair SH HMS</p>	<p>Act all Gov's</p>



65::20 FGB	<p><b>Policy reviews, revisions and updates:</b>  <b>To ratify the following policies:</b> Staff Leave Policy</p> <p>The Headmaster referred to the Staff Leave Policy with recent updates and requiring approval at this time at Full Governing Board level.</p> <p>On a proposal from the Chair and approval by a show of hands, the Staff Leave Policy was ratified by the Governing Board and signed by the Chair.</p>	Chair	
66::20 FGB	<p><b>Governor support information / NYCC governor training</b></p> <p>(links updated and active as at 06.01.20)</p> <ul style="list-style-type: none"> <li>• Governor Handbook &amp; Competency Framework (NGA; March 2019): <a href="#">link</a></li> <li>• NYCC Governor Training / SIN Meetings 2019-20: <a href="#">link</a> (available to download as a word doc)</li> <li>• For NYCC, CYPS / Governance / main page: <a href="#">link</a></li> <li>• Support Information for new Governors is available on the Governor Drive in the folder for this academic year.</li> <li>• EU GDPR website portal: <a href="#">link</a></li> <li>• NGA (National Governors Association): <a href="#">link</a></li> <li>• NGA Members login / password reset: <a href="#">link</a></li> </ul> <p>The Chair referred Governors to the above associated links to support Governor training and of particular benefit to those Governors new to the Board.</p>	Chair Clerk	
<b>OTHER BUSINESS</b>			
67::20 FGB	<p>To deal with any matters agreed for consideration under previous agenda item (urgent business).</p> <p>ADW referred to the site adjacent to the school, recently acquired and now belonging to Skipton Properties, with Skipton Properties having raised a request to discuss the pollarding to, and / or removal of trees adjoining the school boundary. <b>It was agreed ADW consult as required and report back to Governors in due course, with Governors desirous of retaining the trees in their present form.</b></p> <p>Meeting status:: With the exception of the Headmaster, the Deputy Headteacher and the School Business Leader, all other members of staff were invited to retire from the meeting 5.35pm.</p> <p>Meeting status:: A confidential item of business was recorded.</p> <p><b>Discussed within the business of the confidential minute although more appropriate to be recorded here, the Chair sought support from more experienced Governors willing to act as Mentor Governors to the new Governors on the Board, namely RN, BG and JB and indeed AH should he require, Governors willing to provide mentoring to contact the Chair to confirm.</b></p>	Chair	<p>Act ADW</p> <p>Act Gov's</p>



68::20 FGB	<p>To review the business of the meeting and determine whether any part of the proceeding should be treated as confidential and excluded from the minutes to be made available for public inspection.</p> <p>The Governing Board exercised the option to determine several items of business be treated as confidential and the business, therefore, be excluded from the minutes of this meeting to be made available for public inspection; ergo, two confidential items of business is assigned to the minutes of this meeting.</p>	Chair	
	<p>There being no further business the Chair declared the meeting closed.</p> <p>Meeting status: The Chair declared the meeting closed 6.50pm.</p> <p>David Frankland Clerk to the Governing Board Secretary &amp; Clerk to the Foundation Trust <a href="mailto:dfrankland@ermysteds.n-yorks.sch.uk">dfrankland@ermysteds.n-yorks.sch.uk</a></p>		

Signed: .....

Date: .....