

Cowes Enterprise College

Local Governing Body

Date:	Thursday 27 th June 2024
Time:	3.00pm
Location:	Cowes Enterprise College, Crossfield Avenue, Cowes, Isle of Wight PO31 8HB and Teams

Governors	Initials	Role	Apologies	Initials	Role
Rachel Richards	RR	Chair – OAT Governor	James Lucas	JL	Parent Governor
John Irvine	JI	Vice Chair – Community Governor	Helen Davis	HD	Staff Governor
Rachel Kitley	RK	Principal			
Cheryl Buggy	CB	Community Governor	Attendees		
Monique Gallop	MG	Parent Governor	Lynda Blenkinsop	LB	Assistant clerk
Rob Pritchard	RP	Community Governor	Steve Williams	DSB	Facilities Manager
			Richard Marinelli	RM	Business Director
			Vicky Wells	VW	Vice Principal
			Karen Clifford	KC	Assistant Principal
			James Milligan	JM	Assistant Principal

Minutes

Part	Key: Decisions, Actions, Support, Q: Governor questions, AP: Action Point	Actions
1.	Welcome and apologies for absence	
1.1	RR welcomed everyone to the meeting.	
1.2	Apologies were accepted for JL.	
1.3	WB has handed in his resignation which has been accepted with immediate effect.	
1.4	JM has joined remotely and is only available until 4pm	
2.	Declarations of interest (for items on this agenda)	
2.1	RR Claimed an interest in agenda item 4 as her husband works for the school.	
3.	Curriculum presentation	
3.1	By KC – Assistant Principal The curriculum presentation will be circulated with the minutes in a separate presentation.	
3.2	Questions to KC: Q JI – Theatre trips cost money. Is there a provision for those that can't afford? KC – Yes Q JI – What do you think about negative comments in politics about non degrees, i.e media studies. KC – Film and drama got the highest grades last year at GCSE. Need to understand what film studies is really about. It is not media studies. CB – Matter of opinion about it being a non degree. KC - The arts are developing, and we have made progress and will continue to do. Governors thanked KC for her informative presentation	

	ACTION - Governors were invited to submit further questions to KC by email	Govs
4.	Staffing restructure: RR leaves meeting.	
4.1	SW – Facilities Manager Site team restructure proposal. Two posts up for redundancy are the roles directly below me. Assistant site manager is available for both post holders to apply for and go to interview stage. We now do not require both supervisor roles as new cleaning company are starting in September. Historically it was a split shift, hence the two supervisor roles. One is based on council contract, one based on OAT. With the Assistant Site Manager role there are no extra hours or responsibility. Cleaning contract takes up a significant amount of time to manage. New cleaners have their own management, so day to day running has been taken away. The cost of cleaning company is more, but we will be getting a better service. What we have at present is not fit for purpose.	
4.2	RM We are saving a small amount of money creating two roles into one and with the new cleaning contract. Hybrid model, some internal and some external. We have gone over threshold. When the cleaning was internal it had the bigger absence rate. This is where external cleaners came in. OAT have said cleaning costs have come in lower than other academies. New cleaners have bespoke equipment for our floors. New contract will be beneficial, but it does mean site team is now too large. SW Tender at some point in the future, we have been working toward this for quite some time.	
4.3	Q JI – Redundancy process came from OAT. Do both current roles have supervisory over cleaners? RM Yes, they both have supervisory roles. Q MG How does years of service affect the redundancy? RM Very similar number of years of service. Q JI Why come to Governors? SW advice from HR to seek approval from Governors.	
4.4	DECISION: Proposal was agreed Governors thanked SW for his attendance	
5.	Minutes and Matters arising	
5.1	Minutes of the meeting held on 2nd May 2024 are agreed and as a true record.	
5.2	All actions from previous meeting were included on the agenda and would be discussed under appropriate item.	
6	Governance tasks	
6.1	Recruiting Governors MG there is a local parish magazine in which we can advertise. RK Transition evening for year 7 students is a great way to interact with new parents and possible new governors. ACTION: RR will attend the transition evening to discuss community governor vacancies with parents informally. If any other Governors would like to attend, they are more than welcome.	RR
6.2	Clerk Recruitment	

6.3	<p>Once the list of Primary Schools is announced in September, we may be able to recruit a clerk from one of the schools.</p> <p>ACTION: Clerk vacancy to be readvertised in September after primary school consultation is live</p> <p>Skills Audit</p> <p>RR has completed the National College webinar on Secondary Physical Education: Ofsted’s Subject Report on the Quality of Education</p>	RK/RR
7 7.1 7.1.1 7.1.2 7.1.3 7.1.4 7.1.5 7.1.6 7.1.7 7.1.8	<p>Reports & strategy.</p> <p>Principal’s report - verbal</p> <p>Resignation of our Music teacher has put us in a tight spot, earliest time frame for replacement is Jan 2025. KC outlined that we have someone with a degree and MA in Music Tech. Need GCSE part time music teacher. Will keep you updated on everything we are doing.</p> <p>Tom Harding Assistant Principal left us on 7th June and moved to a teaching position rather than Leadership role and where his wife works at Ryde. We have not replaced the position due to funding. James Milligan has stepped into SLT for key stage 3. Sometimes a reboot is a positive thing.</p> <p>Safeguarding audit, Roger Lyon is currently on an OAT safeguarding course. RL has reported that the safeguarding audit was successful. During the audit we had several high-risk cases which they reported were dealt with to textbook. Safeguarding is highly compliant.</p> <p>Exams have now finished. Year 11 and 13 have now left with their proms coming up. We feel both years will have good progress. A small number of children who opted out of the process towards the end, we even sent cars to collect students. This could affect end result, but confident it will be a good year for results. Staff have really gone above and beyond.</p> <p>OAT level change, disbanded south region. 2 have gone to west region. We will not be in a region. Thinking positively as we will have more autonomy, talking about principals leading hierarchy. Looking to us as a test paper, use trial at a different system of line management and approach. Shifts is power for LGB and how governors do things.</p> <p>External professional support.</p> <p>Wellbeing award has been re-awarded. Lovely report how we care about well being of staff and students – national award, can retain our plaque. Can officially say we are a well being school.</p> <p>Catering update – Caterlink – we have always struggled with, only 2 schools use. The small geographical reach has always been problematic. 3-year contract is up with Caterlink. From September we will be doing the catering in house with the new Caterlink catering manager. It is a good opportunity to go in house. RM has done a huge amount of work on this. More autonomy on what we prepare and serve.</p> <p>This time of year, we move towards planning. OAT is getting involved in planning for new school year. SLT are part of meeting with OAT. Review, evaluate and plan for next year. Top tier of leadership – OAT – collate across every school. Stripped back report and focused on improving behaviour and culture and teaching to improve behaviour</p>	

<p>7.1.9</p> <p>7.1.10</p> <p>7.1.11</p> <p>7.1.12</p> <p>7.1.13</p> <p>7.1.14</p> <p>7.1.15</p> <p>7.1.16</p>	<p>and culture and improve literacy. If we do it consistently and efficiently, we will move forward.</p> <p>During school visits I visited an Outstanding school, and this was interesting as it gave us lots of strategies to consider as part of our ADP planning cycle. Overall, our T+L and curriculum felt very similar to theirs, but they had achieved a greater level of consistency.</p> <p>Without SPB it will be helpful to have accountability to Governors. Will give narrower focus. Big spike in Autumn term of exclusions, every week in form time a section of the school's rules will be reiterated. This will be monitored; some children will rail against the expectations. One school does not do suspensions for less than 10 days, so everyone has time to reset. So, we may look at doing things differently, which may spike the number of suspensions.</p> <p>Opening nursery for alternative provision for students with complex needs – alternative to permanent exclusion.</p> <p>Key stage 3 assembly every Monday to go through behaviour rules.</p> <p>Permanent exclusions did not settle things. Seeking advice from other schools on best practice.</p> <p>RR Local authority may be less supportive with longer exclusion times.</p> <p>Matilda musical at the school, performances will take place on Wednesday 10th, Thursday 11th and Friday 12th July at 6pm. Tickets £5 adult, £2.50 child can be purchased on scopay, on the door or on the box office. boxoffice@cowesec.org</p> <p>Maritime money has stopped, CEO did not think it was appropriate to carry on maritime, not enough money to support other schools. Ministry of defense have written a proposal to provide funding. I have put in a bid. Put £750,000 bid in.</p> <p>Thanks goes to Roger Lyon for report.</p>	
<p>7.3</p> <p>7.4</p>	<p>Risk register</p> <p>RM All have had access to risk register. Top 10 OAT compliance.</p> <p><i>Q JI Amber on register for safeguarding?</i></p> <p>RM safeguarding should always be amber due to the risks involved.</p> <p>RM added on there we don't have maritime funding now.</p> <p><i>Q RR anything as Governors we should be doing?</i></p> <p>RM No, its only key areas we are worried about.</p> <p>Cleaning will be outsourced from September which will impact budget</p> <p>2024/25 Budget</p> <p>Submitted balance budget on 31/3/24 included maritime funding and Assistant to art. We were told that the expected additional funding for maritime and art would not come and then as a result we could not balance, and the budget was not accepted. RK had to strip out elements, like teachers leaving and not replacing them. MFL an example.</p> <p>RM we have been proactive and with vacancies have not replaced. Budget has been stripped lean and reapplied. Impacted as funding is reduced each year.</p> <p>RM Used to pay for trip and revision guides, these are items that have had to come out. It's been challenging to strip out the budget.</p>	

8.	Policies	
8.1	Admissions policy 2026-27 – This policy has gone to OAT with the primary feeder schools named. It will come back to LGB in September for review prior to public consultation. The year the policy applied to, there would actually be more students in the Cowes area. It's a waiting game and see what happens in September, whether we send it out with the clause in it or strip it out. Early September is when it will be announced what schools will close. This could change the profile of primary students in Cowes.	
8.2	RR Admissions at council appeal – have taken about 14/15 additional Year 7s via the appeal panel	
9	Committees – receive committee minutes/notes	
9.1	Finance Working Group meeting was cancelled on 25 th June	
10.	Any other business – clerk to be notified prior to meeting. None	
11	Future meetings	
11.1	2024-25 meeting schedule	
11.2	Thursday 26th September – accept apologies for JI	JW
11.3	Clerk to confirm other proposed dates with RK/school and circulate to Govs	LB/RK
12.	Confidential business There was none	

Action log 27 June 2024

Agenda item	Action	Person(S) Responsible	Status
3.2	Governors were invited to submit further questions to KC by email	Governors	
6.1	RR will attend the transition evening to discuss community governor vacancies with parents informally.	RR	Completed
6.2	Clerk vacancy to be readvertised in September after primary school consultation is live	RK/RR	Completed 01.09.24
11.2	Thursday 26th September – accept apologies for JI	Clerk	Completed 26.09.24
11.3	Clerk to confirm other proposed dates with RK/school and circulate to Govs	Clerk	Completed 26.09.24