



Saltley Academy

Minutes for the Local Governing Body Meeting

Thursday 22nd September 2016 at 4.15pm

Action Log

Action to be completed	By whom	By when	Done
PWE to share data on failed managed moves to the LGB	PWE	ASAP	
PWE to find the answer to what happened to the Term 1: 8, Term 2: 4 and Term 3: 11 pupils whose files had not been exchanged with new providers/ LA with 5 days? (Please refer to Safeguarding Report to Governors, Summer Term)	PWE	ASAP	
Snapshot of where the school is with the budget	PWE	ASAP	
To send the SIP to the #Governors	PWE	ASAP	
To arrange a parent consolation regarding the Collective Worship Policy	PWE	ASAP	
To liaise with SCL so that the approved minutes are on the school's website and in the main staffroom	NHA	ASAP	✓
Give completed Pecuniary Interest forms to JCR	NHA	ASAP	✓
Are there any Looked After Children in Saltley Academy this academic year?	PWE	ASAP	

School behavior policy for when pupils go on school trips	Mr White	ASAP	
Which school policies are being reviewed and by whom? List to be created and given to #Governors	PWE	By next LGB Meeting: 15.11.16	
To review the progress SEN pupils have made via Doddle and feed this back to the #Governors	PWE	ASAP	
#Governors to complete online Hays Training	#Governors	By next LGB Meeting: 15.11.16	
Communicate to parents regarding Doddle. Accommodate families who can't access Doddle. How is the school identifying whether families can access Doddle?	PWE	ASAP	
How are SEN pupils doing in relation to Doddle and Progress 8? What is the difference between SEN and non-SEN pupils?	PWE	ASAP	
Since leaving school, what have year 11 pupils engaged in? (NEETS)	PWE	ASAP	
How many Year 7 pupils are SEN?	PWE	By next LGB Meeting: 15.11.16	

Attendance
Mr Michael York (MYO), Mr Pete Weir (PWE), Mr Chris Spiers (CSP), Mr Anwar Hasan (AHA), Ms Keran Janagal (KJA), Ms Shamin Akhtar (SAK), Ms Riaz Bi (RBI), Ms Bev Mabey (BMA) Clerk: Miss Nabila Haseen (NHA)

1.	Apologies
	Ms Nelam Madahar (NMA) and Ms Shahin Ashraf (SAS)

2.	New item (MYO)
	MYO informed the body that as it was the start of a new academic year, there was an opportunity for another member of the LGB to put themselves forward to be the Chair of Governors. MYO asked whether anyone else would like to take up this role; if not he would be happy to continue with this. The body were happy for MYO to continue.

3.	Minutes of the last meeting
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	<p>PWE said that he has not yet completed all of his required actions from the last meeting's Action Log and he informed the body what he is yet to do (please see the Action Log above).</p> <p>PWE went on to say that parents will be consulted regarding the Collective Worship Policy and this needs to be arranged. PWE added that he is happy to keep the policy as it is, which he has discussed with S. Akhtar as the relevant link governor.</p> <p>The minutes of the last meeting were approved.</p>	
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4.	Matters arising not covered by the agenda	

5.	Pecuniary Interests	
	Forms completed and returned to NHA; to give to JCR	#Governors and NHA

6.	Budget	
	PWE asked whether this could be deferred to the next meeting	

7.	Risk register	
	<p>There has been a physical change to the Reception area; an improvement has been made and now the school is Amber in relation this.</p> <p>A fire, bomb and lockdown drill will be happening in the school this half term.</p>	

8.	Safeguarding	
	<p>A PREVENT concern went through PWE.</p> <p>LWI will be writing up a brief report regarding Safeguarding.</p> <p>A new sign-in policy will be implemented this half term.</p> <p>PWE to feedback to the body whether there are any Looked After Children at Saltley this academic year.</p> <p>The recent permanent exclusion was a safeguarding issue. even though PWE has made it clear to pupils and parents via letters that there will be a consequence if a weapon is bought into school. MYO added that a Taser was concerned regarding the most recent exclusion and that safeguarding on school trips needs to be looked into; particularly in the form of a policy as the current one is 3 years out of date. PWE said that Mr White would deal with this as it is his area. PWE added that policies were currently under review and that the Safeguarding Policy will hopefully be done by the October half term so that it can be ratified by the MAT and the MAT's policy in November. The LA has advised the school regarding its policies as well as the HR Director. By the next LGB Meeting PWE will have a list of policies which are to be reviewed and by who. SAK added that it would be a good idea if these policies were available online so that everyone can access them: PW said that all policies once agreed are on the website.</p> <p>Safeguarding training via Hays is available for Governors. Can Governors complete this by the</p>	<p>PWE</p> <p>Mr White</p> <p>PWE</p> <p>#Gov</p>

	<p>BMA informed the body that the Trust were complimentary towards PWE, the staff at Saltley and the LGB because of the results and general improvements. MYO asked whether the school's results would be even better next year; taking into account that a lot of the subject syllabuses would have changed. PWE said that it is all about sharing good practice and although it will be challenging, given that exams will be in the middle of Ramadan next year, we will have to work with this.</p> <p>The body asked whether they could see data regarding what year 11 pupils have done after leaving school; NEETS. PWE to report back.</p>	PWE
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11.	AOB	
	<p>The LA Admissions Policy will change in February, there will be an increase in PAN students. In relation to Year 7, there are 2 school places available and a waiting list. The body asked how many of these pupils were SEN? PWE to report back on this by the next LGB Meeting.</p> <p>KJA asked whether pupils were allowed to go abroad during term time? BMA informed her that the MAT's rules regarding holidays would stay the same. The overall attendance across the MAT was above the National Average; however attendance isn't as high amongst SEN pupils.</p>	PWE

11.	Dates for future meetings	
	<p>Next meeting: Tuesday 15th November 2016, 4.15pm</p> <p>Upcoming meetings: Tuesday 14th February 2017 Tuesday 4th April 2017 Tuesday 16th May 2017 Tuesday 11th July 2017</p>	