



A Regular Meeting of the Ermysted's Grammar School Full Governing Board was held on Thursday **28<sup>th</sup> November 2024 at 4.30pm in the School Library.**

### GOVERNORS

Mr S Clarkson [SJC] Chair (FTG); Mrs J Lloyd [JL] Vice Chair (FTG)  
Mr M Evans [MJE] Headmaster (SG); Dr S Humphrey [SH] (FTG)  
Ms S Trelease [ST] (FTG); Mrs D Swiffen [DS] (FTG); Mr B Garner [BG] (FTG)  
Mr J Burton [JB] (FTG); Mrs B Sturman [BS] (FTG); Mrs S Ahsan [SA] (FTG)  
Ms S Poole [SJP] (SG); Ms C Foster [CF] (PG); Prof C Choudhury [CC] (CG)  
Mr C Escott [CE] (PG); Ms L Capstick [LC] (CG)

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

### TO BE IN ATTENDANCE

Mr D Frankland [DRF] Clerk to Governors  
Ms S Pearce [SPe] Associate Member  
Ms N Ballantyne [NB] awaiting confirmation of appointment as LA Representative Governor

### Members of the Senior Leadership Team

Ms P Davies [PD] Deputy Head Teacher; Mr A Jackson [AJJ] Deputy Head Teacher  
Mr A Wooley [ADW] School Business Leader; Mr S Speak [SS] Assistant Head Teacher  
Mr G Barrett [GB] Assistant Head Teacher, Head of Sixth Form

## MINUTES OF THE MEETING OF THE FULL GOVERNING BOARD 28.11.24

### GOVERNORS PRESENT

Mr S Clarkson [SJC] Chair (FTG); Mrs J Lloyd [JL] Vice Chair (FTG)  
Mr M Evans [MJE] Headmaster (SG); Dr S Humphrey [SH] (FTG)  
Ms S Trelease [ST] (FTG); Mr B Garner [BG] (FTG)  
Mr J Burton [JB] (FTG); Mrs B Sturman [BS] (FTG); Mrs S Ahsan [SA] (FTG)  
Ms S Poole [SJP] (SG); Ms C Foster [CF] (PG); Prof C Choudhury [CC] (CG)  
Mr C Escott [CE] (PG); Ms L Capstick [LC] (CG)

### ATTENDEES

Mr D Frankland [DRF] Clerk to Governors  
Ms S Pearce [SPe] Associate Member  
Ms N Ballantyne [NB] awaiting confirmation of appointment as LA Representative Governor

### Members of the Senior Leadership Team

Ms P Davies [PD] Deputy Head Teacher; Mr A Jackson [AJJ] Deputy Head Teacher  
Mr A Wooley [ADW] School Business Leader; Mr S Speak [SS] Assistant Head Teacher  
Mr G Barrett [GB] Assistant Head Teacher, Head of Sixth Form



## PROCEDURAL

Min	Item	Lead	att
	All associated papers for the business of this meeting, with the exception of the minutes, are available on the SharePoint at: <a href="#">link</a>		
36::24 FGB	To extend a welcome to all present and open the meeting.  Meeting status: quorate Meeting status: The Chair opened the meeting at 4.30pm - and extended a welcome to Governors, in particular to new Governors, and to members of the Senior Leadership Team in attendance. There was brief ‘around the table’ introductions.	SJC	
37::24 FGB	To receive apologies and consent to absences.  The Clerk was in receipt of an apology from DS which was recorded as consented.	Chair Clerk	
38::24 FGB	<b>To Reconstitute the Governing Board</b> <ul style="list-style-type: none"> <li>• To ratify the EGS Instrument of Government; On a proposal from the Chair, seconded by the Vice Chair, and on a show of hands, the Board ratified the Instrument of Government effective as of this meeting 28.11.24.</li> </ul>	Chair Clerk	
39::24 FGB	To receive any Declarations of Interest, pecuniary or non-pecuniary, for the purpose of the business of this meeting. <ul style="list-style-type: none"> <li>• A Governor declared an interest with regard to Admissions;</li> <li>• A Governor declared an interest with regard to the terms and conditions of employment of a member of staff.</li> </ul> <p>There were no other Declarations of Interest, pecuniary or non-pecuniary, for the purpose of the business of this meeting.</p>	Chair Clerk	
40::24 FGB	To receive notification of other urgent business for consideration at agenda item: - other business. <ul style="list-style-type: none"> <li>• The Headmaster gave notice of the need to convene a short meeting of the Pay Committee at the close of this Full Governing Board meeting.</li> <li>• Panel members, JL, SH, and BS to convene a short meeting with the Headmaster at the close of this Full Governing Board meeting.</li> </ul>	Chair	
41::24 FGB	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.	Chair	



	<p>Governors agreed items of confidential business to be determined where appropriate. Governors and attendees are reminded of the need for confidentiality on some aspects of Governing Board Meetings.</p>		
42::24 FGB	<p><b>Governor Composition and Report:</b>            Confirm the Governing Board Composition (as the agenda header)            Appointments and retirements:</p> <ul style="list-style-type: none"> <li>• If approved, to appoint Mr Charles Escott as a Parent Governor to the Governing Board for a Term of Office of three years from 28.11.24 - 28.11.27</li> </ul> <p>On a proposal from the Headmaster, seconded by the Chair, and approved by a show of hands, CE was appointed as a Parent Governor for a term of office of three years from 28.11.24 - 28.11.27;</p> <ul style="list-style-type: none"> <li>• If approved, to appoint Ms Lisa Capstick as a Co-opted Governor to the Governing Board for a Term of Office of three years from 28.11.24 - 28.11.27;</li> </ul> <p>On a proposal from the Chair, seconded by the Headmaster, and approved by a show of hands LC was appointed as a Co-opted Governor for a term of office of three years from 28.11.24 - 28.11.27;</p> <ul style="list-style-type: none"> <li>• If approved, to appoint Ms Nicole Ballantyne as the Local Authority Representative Governor to the Governing Board for a term of office of four years from 28.11.24 - 28.11.28 or until termination by the Local Authority.</li> </ul> <p>The Chair advised the appointment of NB as the Local Authority Representative Governor was awaiting endorsement from the LA, and it was agreed NB sit in attendance as an observer in this FGB meeting.</p> <ul style="list-style-type: none"> <li>• If approved, to appoint Ms Sara Pearce as an Associate Member to the Governing Board for a Term of Office of one year from 28.11.24 - 28.11.25.</li> </ul> <p>On a proposal from the Chair, seconded by the Headmaster, and approved by a show of hands SPe was appointed as an Associate Member for a term of office of one year from 28.11.24 - 28.11.25;</p>	Chair Clerk	
43::24 FGB	<p>To confirm the completion of: 'SignNow' documents for required Governor declarations, namely:</p> <ul style="list-style-type: none"> <li>• Register of Business Interests;</li> <li>• Register of Gifts &amp; Hospitality;</li> <li>• EGS Code of Practice;</li> <li>• Governor Skills Audit;</li> <li>• Safeguarding Requirements.</li> </ul>	Chair Clerk	



	<p><b>Action:</b> Governors who have not already done so, to please complete the above required declarations and return the Headmaster PA, KT at the earliest opportunity.</p> <p><b>Action:</b> KT to circulate declarations via ‘SignNow’ to new Governors via their school email addresses.</p>		Act all Gov’s
44::24 FGB	<p><b>To confirm / appoint Link Governors with specific responsibilities for academic year 2024 - 2025:</b></p> <ul style="list-style-type: none"> <li>• Link Governors &amp; Governor Monitoring on School Development Plan 2024-25</li> <li>• <b>Governor:</b> SA; <b>Link Area:</b> Pupil Progress; <b>Date of visit:</b> 21.10.24 SA’s Report is available on the SharePoint at: <a href="#">link</a></li> </ul> <p>The Headmaster shared the Link Governor responsibilities for this academic year; the Link Governor Policy together with the pro forma available on the SharePoint at: <a href="#">link</a></p> <p>Nb: Governors to please submit reports in the first instance to the Headmaster in MS Word format for his observations.</p> <p><b>Link Governor roles:</b></p> <ul style="list-style-type: none"> <li>• <b>JB: Careers</b> contact: G. Barrett</li> <li>• <b>SC: Comms &amp; Marketing</b> contact: M. Evans</li> <li>• <b>CE: Finance</b> contact: A. Wooley</li> <li>• <b>DS: Leadership &amp; Management</b> contact: M. Evans</li> <li>• <b>JL: Resources</b> contact: M. Evans</li> <li>• <b>SA: Student Progress</b> contact: S. Speak</li> <li>• <b>SH: Safeguarding &amp; Pastoral Care</b> contact: A. Jackson</li> <li>• <b>CF: Safeguarding &amp; Pastoral Care</b> contact: A. Jackson</li> <li>• <b>LC: SEND</b> contact: P. Hofman</li> <li>• <b>LC: Disadvantaged</b> contact: A. Jackson</li> <li>• <b>BG: English Faculty</b> contact: S. Woodruff</li> <li>• <b>NB: Languages Faculty</b> contact: A. Warburton</li> <li>• <b>CF: Humanities Faculty</b> contact: P. Collins</li> <li>• <b>CC: Mathematics Faculty</b> contact: C. Needham</li> <li>• <b>BS: Science Faculty</b> contact: A. Herring</li> <li>• <b>ST: Creative Arts Faculty</b> contact: S. Stewart</li> <li>• <b>SPE: Governance and Policy</b> contact: M. Evans</li> </ul> <p>The aims and objectives of Link Governor Reporting:</p> <ul style="list-style-type: none"> <li>• To enable Governors to know and understand more about the day-to-day work of the School;</li> <li>• To triangulate evidence between Governors, the Senior Leadership Team and the staff;</li> <li>• To establish another opportunity for Governors and staff to meet and discuss issues concerning the School and its development; and</li> <li>• To enable staff to share and celebrate the success of their work.</li> </ul>	Chair MJE	



<p>45::24 FGB</p>	<p>To approve as a correct record, the minutes of the Annual General Meeting of the Full Governing Board held on: 10.10.24.</p> <p>The minutes of the Annual General Meeting of the Full Governing Board held on 10.10.24 were proposed as a correct record by JL, seconded by JB, and approved by the Board. The minutes are available on the Drive at: <a href="#">link</a></p> <p>To approve as a correct record, the minutes of the Extra Ordinary Meeting of the Full Governing Board held on: 11.11.24.</p> <p>The minutes of the Extra Ordinary Meeting of the Full Governing Board held on 11.11.24 were proposed as a correct record by SJC, seconded by JL, and approved by the Board. The minutes are available on the Drive at: <a href="#">link</a></p> <p>To consider matters arising from the minutes for which there is no separate agenda item.</p> <p>There were no matters arising other than those to be dealt with in the business of this meeting.</p> <p>As an aside, the Chair confirmed that he, together with ST had attended an NYC Governor conference in Harrogate on 19.10.24, the theme around compassion in leadership and governance with presentations from NY colleagues and the NGA; the considerations from that to be brought to the Full Governing Board Strategy meeting on 09.01.25.</p> <p>The Chair confirmed he had also attended the Grammar Schools Heads Association conference in London earlier in the month where it had been interesting to learn that the issues being experienced by Ermysted's were typical of those being experienced by other grammar and selective schools - around finance, Sixth form, fundraising, retention and recruitment of staff, etc.</p>	<p>Chair</p>	
<p>46::24 FGB</p>	<p>To receive a brief resume of business from the Committee Chair, from the School Improvement Committee held on 07.11.24.</p> <p>Providing update on the business of the School Improvement Committee meeting of 07.11.24 BS confirmed she had been elected Committee Chair and BG had been elected Committee Vice Chair. She had then retired from the meeting to attend a personal appointment and SJC had taken the Chair to cover the remaining business.</p> <ul style="list-style-type: none"> <li>• Governors had approved the 2024-2025 Committee Terms of Reference without amendment;</li> <li>• The Headmaster had provided an update on the future collaboration and objectives between Ermysted's and the SGHS;</li> <li>• AJJ had provided an update on Behaviour &amp; Attendance Data, Procedures and Impact and shared some of the key actions and data within his PowerPoint;</li> </ul>	<p>Chair</p>	



- PD had presented the summary document on QATL – Learning Walks ‘Whole School Review Report’ 07.10.24 - 18.10.24 and of the strengths identified from the feedback;
- GB had provided the Careers Review, the detailed information, industries / fields represented etc. are available within his PowerPoint;
- The minutes from the meeting together with the associated papers are available on the SharePoint at: [link](#)

**To ratify the 2024-2025 School Improvement Committee Terms of Reference.**

On a proposal from the Chair and seconded by BS the 2024-2025 School Improvement Committee Terms of Reference were ratified by the Board.

**To receive a brief resume of business from the Committee Chair, from the Resources & Finance Committee held on 11.11.24.**

Providing update on the business of the Resources & Finance Committee meeting of 11.11.24 JL confirmed she had been elected Committee Chair and JB had been elected Committee Vice Chair.

- Governors had approved the 2024-2025 Committee Terms of Reference without amendment;
- Committee had scrutinised the 2024-2025 Accounts to date, and the Budget Forecast presented by ADW;
- ADW had provided an update on the Capital Works together with the indicative and actual costs, and some photography. Projects completed in the summer holidays and ongoing works;
- SJP had spoken about the External Audit commissioned in the Summer term and of the ‘Key Findings’
- Governors had scrutinised the 2024 - 2025 Budget Management Policy and agreed one amendment within annex B: The Scheme of Delegation to the Headteacher. The policy for approval lower down the agenda within item 53::24.
- The minutes from the meeting together with the associated papers are available on the SharePoint at: [link](#)

**To ratify the 2024-2025 Resources & Finance Committee Terms of Reference.**

On a proposal from the JL and seconded by JB the 2024-2025 Resources & Finance Committee Terms of Reference were ratified by the Board.

**To receive a brief resume of business from the Foundation Chair, from the Foundation Trust meeting held on 28.11.24 immediately prior to this FGB meeting.**

The Chair of the Foundation Trust, JL, confirmed there had been a short meeting of the Foundation immediately prior to this Full Governing Board meeting; the only item of business had been to appoint SA as a Foundation Trustee Governor, retiring from her role as the LA Representative Governor.



	<p><b>Action:</b> It had been agreed that SA notify NY Governor Support that she has stood down from her role as the LA Representative Governor as of 28.11.24.</p> <p>To receive minutes, where available, from any additional Committee Meetings or Panels held since the Annual General Meeting of the Full Governing Board on 10.10.24.</p> <p>The Clerk confirmed there had been several Panel Meetings throughout the term, the business of a confidential nature, and the HTPM had been scheduled for 28.11.24. To his knowledge there had been no other meetings of Governor Panels or Committees since the Annual General Meeting of the Full Governing Board on 10.10.24.</p>		Act SA																												
47::24 FGB	<p><b>Dates of meetings of the Foundation Trust, FGB &amp; Committees for the academic year 2024 - 2025:</b> All meetings at 4.30pm unless otherwise indicated.</p> <p><b>Spring Term 2025</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Thursday 9 January 2025</b></td> <td style="width: 50%;"><b>FGB Strategy Meeting</b></td> </tr> <tr> <td>Thursday 16 January 2025</td> <td>School Improvement Committee</td> </tr> <tr> <td>Monday 20 January 2025</td> <td>Resources &amp; Finance Committee</td> </tr> <tr> <td><b>Thursday 30 January 2025</b></td> <td><b>Full Governing Board</b></td> </tr> <tr> <td>Thursday 27 February 2025</td> <td>School Improvement Committee</td> </tr> <tr> <td>Monday 3 March 2025</td> <td>Resources &amp; Finance Committee</td> </tr> <tr> <td>Thursday 13 March 2025 4.00pm</td> <td>Foundation Trustees Meeting</td> </tr> <tr> <td><b>Thursday 13 March 2025 4.45pm</b></td> <td><b>Full Governing Board</b></td> </tr> </table> <p><b>Summer Term 2025</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Thursday 1 May 2025</td> <td style="width: 50%;">Resources &amp; Finance Committee</td> </tr> <tr> <td><b>Thursday 15 May 2025</b></td> <td><b>Full Governing Board</b></td> </tr> <tr> <td>Thursday 12 June 2025</td> <td>School Improvement Committee</td> </tr> <tr> <td>Monday 16 June 2025</td> <td>Resources &amp; Finance Committee</td> </tr> <tr> <td>Thursday 26 June 2025 4.00pm</td> <td>Foundation Trustees Meeting</td> </tr> <tr> <td><b>Thursday 26 June 2025 4.45pm</b></td> <td><b>Full Governing Board</b></td> </tr> </table> <p>Governors, please note the meeting of the FGB Strategy Committee scheduled for 09.01.25 at 4.30pm is to be in school and scheduled via Teams.</p> <p>For the benefit of new Governors, the Chair confirmed meetings of the FGB are held in school and scheduled via Teams for those Governors unable to come into school. Meetings of the School Improvement Committee and the Resources &amp; Finance Committee are held via Teams.</p> <p>To make the best use of their individual skills it was agreed that CE and SPe sit on the Resources &amp; Finance Committee, and LC and NB sit on the School Improvement Committee.</p> <p>Nb: The meeting invitation and the agenda &amp; papers for the two committees are circulated to all Governors for those who would like to attend both.</p>	<b>Thursday 9 January 2025</b>	<b>FGB Strategy Meeting</b>	Thursday 16 January 2025	School Improvement Committee	Monday 20 January 2025	Resources & Finance Committee	<b>Thursday 30 January 2025</b>	<b>Full Governing Board</b>	Thursday 27 February 2025	School Improvement Committee	Monday 3 March 2025	Resources & Finance Committee	Thursday 13 March 2025 4.00pm	Foundation Trustees Meeting	<b>Thursday 13 March 2025 4.45pm</b>	<b>Full Governing Board</b>	Thursday 1 May 2025	Resources & Finance Committee	<b>Thursday 15 May 2025</b>	<b>Full Governing Board</b>	Thursday 12 June 2025	School Improvement Committee	Monday 16 June 2025	Resources & Finance Committee	Thursday 26 June 2025 4.00pm	Foundation Trustees Meeting	<b>Thursday 26 June 2025 4.45pm</b>	<b>Full Governing Board</b>	Chair	
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## BUSINESS OF THE FULL GOVERNING BOARD

<p>48::24 FGB</p>	<p><b>Headteacher’s report</b> (attached) Pupil progress; staffing; behaviour and attendance; GDPR and H&amp;S; School trips</p> <p>The Headteacher’s Report to Governors for November 2024 is available on the SharePoint at: <a href="#">link</a></p> <p>Speaking to his Report for November 2024, the Headmaster provided an update on the SDP 2024-2025 priorities and progress summary; the Governing Board having now been reconstituted and with a full complement of Governors. Many of the planned capital projects had already been completed with others to be progressed over the course of the year.</p> <p>Moving to Progress Measures, there was a limited amount of data at this time in the academic year, although from the headline statistics Governors noted the summary levels of progress to date; the detailed multi-level report presented by SDS to the School Improvement Committee on a periodic basis.</p> <p>Of note, Year 13 was proving to be a good year group to date, although the next set of data, a richer measure, would be able to provide more detailed information. Year 11 was a challenging year group, although academically stronger than the last year’s Year 11.</p> <p>The Headmaster provided summary of the ‘Groups’ - SEND, Disadvantaged, Most-Able (highest performing students in each year group), Low PA (Prior Attainment), and EAL (English as an Additional Language), noting that most of the cohorts were not large enough to be statistically significant, and were evaluated at an individual level.</p> <p>Governors noted the new staffing appointments, resignations, and flexible working arrangements / academic year to date, and the number of pupils on the school roll currently at 815; the FTE 45.9; and the PTR 17.8 (cf. 17.7 in 2023-24).</p> <p>The indications from the current Year 11 for Year 12 admissions for Sept 2025 were promising in that, not only were they likely to reach the school’s entrance criteria, but up to 114 of those students had indicated a strong desire to continue into the Sixth form.</p> <p><b>DfE attendance analysis report</b> for the autumn term (first half)</p> <p>The 2024-25 Summary Attendance Data provided the Absence Information, year to date overall at 95.59%, with authorised absence 3.64%, and unauthorised absence at 0.77%. Governors remain aware of the level of unauthorised absence generally, and in the Sixth form mainly as a consequence of punctuality.</p> <p>The Headmaster provided summary data from the DfE Report on attendance and based on the first half of the autumn term, comparing Ermysted’s to the national averages, with the school’s overall attendance all very positive. The DfE Report is available on the SharePoint at: <a href="#">link</a></p>	<p>Chair MJE</p>
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	<p>There had been some behaviour issues in the term to date, which are reflected in the statistics. The revised sanctions structure now in operation from the beginning of the academic year with a SLT detention (Level 5) sitting above the school detention (a Level 4 sanction).</p> <p>Concluding, the Headmaster provided detail of the Referrals and Accident data, year to date (now with more detailed information and reasoning around that); the supporting ancillary data; overview of the Educational trips and visits since last meeting of the Full Board, and future trips in planning.</p> <p>The Headmaster noted of the Year 8 trip going out to Germany for the Christmas market very soon (already approved by Governors), and of the German exchange that is to take place in the summer of 2025.</p> <p>The Board endorsed the French trip to Normandy in 2025 - currently in planning with dates to be advised.</p> <p>A rugby trip to Scotland was also in planning, and there had been discussion around a Ski trip and a Greenland trip both of which required careful consideration prior to commitment.</p> <p>On a Governor question as to why some pupils did not return for Year 12. The Headmaster explained this in part due to the increasingly wide catchment and travel time to and from school; others had been lost to Sports scholarships; and for some the curriculum options at other providers had proved the better option. However, school was already seeing the benefit of the collaboration with SGHS now in progress to improve entry to the Sixth form over time.</p> <p>There were no further questions.</p> <p>The Chair thanked the Headmaster for his detailed Report.</p> <p><b>Monitoring visit – Safeguarding and Attendance - NYC Adviser</b></p> <p>The Monitoring visit – Safeguarding and Attendance Report from the NY Adviser of 04.10.24 is available to Governors on the SharePoint at: <a href="#">link</a></p>		
<p>49::24 FGB</p>	<p><b>Admissions Policy</b> (documents to follow) Draft 2026-27 Admissions Policy</p> <p>The Headmaster tabled a proposal to amend the 2026-2027 Admissions Policy to state that details about the entrance test could be found on the school website and to clarify that the Admissions Committee would determine the required standard for each year of entry. The detail of the change/s highlighted in the draft policy circulated to Governors with papers for the meeting and available on the SharePoint at: <a href="#">link</a></p>	<p>Chair MJE</p>	



	<p>The Headmaster sought endorsement from Governors on the above, and to go to consultation the next day, 29.11.24 for the statutory six week period for entrance in September 2026.</p> <p>There were no questions.</p> <p>On a proposal from the Chair and seconded by the Vice Chair, the Board agreed to the proposal as detailed within the Draft Policy and agreed the Headmaster progress to consultation.</p>		
<p>50::24 FGB</p>	<p><b>Sixth Form Collaboration</b> (timeline attached) Verbal update on recent meetings.</p> <p>Providing update on the collaboration with the SGHS, the Headmaster advised both schools had met recently to align the entrance criteria for the A levels for September 2025. The Sixth Form Open Evenings had taken place in both schools on 07.11.24 when the Headteacher from SGHS had visited Ermysted's and later in the evening, the Headmaster had visited SGHS, where both had provided update of the future collaboration and objectives.</p> <p>The objectives to inform attendees of the endeavour to provide more combination subjects, with twenty four A levels to be available across the two schools. Decisions around subjects to be communicated later in the term and communicated to staff so they can begin their preparation.</p> <p>Next steps are to be at a meeting on 03.12.24 when the Headmaster, and the Headteacher from SGHS will consider which subjects to collaborate on, the sharing of teaching, and the optimisation of the operational efficiency of the school in terms of class sizes and cost savings.</p> <p>Considerable work remained to be done around the sharing of safeguarding information, attendance, alignment of reporting dates, complexities of timetables etc. The collaboration process progressing well and in all a very positive development for the future of both schools and indeed for the town of Skipton and the surrounding area.</p> <p>Concluding, and on a proposal from the Chair, seconded by the Vice Chair, the Board agreed there would be no plans to admit Girls to Ermysted's in the next admissions cycle.</p>	<p>Chair MJE SLT</p>	
<p>51::24 FGB</p>	<p><b>Financial update</b> (documents to follow) Verbal report from MJE and ADW</p> <p>Particularly for the benefit of new Governors who may not be familiar with the industry, the Headmaster provided some background to the idiosyncrasies of budgets unknown until the very beginning of the financial year, and the inability to influence those nationally agreed pay awards for teaching and support staff. Schools were in general</p>	<p>Chair MJE ADW</p>	



	<p>only able make assumptions about how the above are, or will be, applied and how they might be mitigated.</p> <p>More generally, and as is the experience of many other schools, Ermysted’s was heading into a challenging period financially, the detail of which was discussed within the meeting of the Resources &amp; Finance Committee of 07.11.24 and available in the suite of papers as circulated to Governors and available on the SharePoint at: <a href="#">link</a></p> <p>The School Business Leader, ADW, was in the process of modelling the budget for the financial year 2025-2026. There are many unknowns, however, which will not become available until very much the last minute. The school needs to make decisions in the next few weeks about GCSE options and decisions about available staffing, without clarity on the financial position.</p> <p><b>In answer to a question about a Year 12 boy leaving earlier in the term and how did school explore the reasons behind why pupils sometime departed, the Headmaster explained that staff conduct exit interviews to ascertain the reasons.</b></p> <p>There were no further questions</p>		
<p>52::24 FGB</p>	<p><b>Safeguarding update</b></p> <p>Providing update on Safeguarding, AJJ the Designated Safeguarding Lead (DSL) confirmed that NY had shared the biennial Safeguarding Audit with the school from their visit of 04.10.24 – available on the SharePoint at: <a href="#">link</a></p> <p><b>The more detailed summary findings of that report for Action: AJJ to share with Governor at the next meeting of the Full Board on 30.01.25</b></p> <p>In terms of the responsibility of all Governors towards safeguarding practice in school, AJJ confirmed that all staff had received training on their increased responsibilities towards the recording and reporting processes for any incidents, and work was ongoing to raise staff awareness around the required actions and questions to be considered, and to use their continued professional curiosity at all times.</p> <p>AJJ referred Governors, and more particularly new Governors to the use of CPOMS; a powerful tool for the school to improve safety and security, enabling staff to keep track of every aspect of the safeguarding policies and procedures and ensure they are followed by all staff in school. CPOMS does this by providing a centralised database where all safeguarding data is stored and where all pupils safeguarding records remain safe. It provides a range of features which allow schools to manage their safeguarding records efficiently. See <a href="#">link</a></p> <p>AJJ noted of the range of different councillors and referral services available to the school, and vital in providing support where a pupil presents with concerns and, or a particular need.</p> <p>The Chair thanked AJJ for his reporting.</p>	<p>Chair AJJ SH</p>	<p>Act AJJ</p>



<p>53::24 FGB</p>	<p><b>Policies to ratify:</b></p> <ul style="list-style-type: none"> <li>• 2024-2025 Budget Management Policy &amp; Scheme of Delegation to the Headteacher;</li> <li>• 2024-2025 Pay Policy;</li> <li>• 2024-2025 Appraisal Policy.</li> </ul> <p>With one amendment to the 2024-2025 Budget Management Policy &amp; Scheme of Delegation to the Headteacher; appendix B item c, Governors endorsed:</p> <ul style="list-style-type: none"> <li>• ‘The Headteacher can delegate the authority to expend monies allocated to individual or specific items in the approved budget to the School Business Leader up to the sum of £10,000; and to the Finance Manager up to the sum of £3,000’.</li> </ul> <p>On a proposal from the Chair, seconded by JB, and on a show of hands, Governors ratified the above three policies en bloc.</p>	<p>Chair</p>	
<p>54::24 FGB</p>	<p><b>Petyt Library update</b></p> <p>For the benefit of new Governors, the Chair explained the school owned a share in a collection of books and pamphlets dating back to the 15th century known as the Petyt Library, although at the moment there was no formal recognition that school had ownership over any part of the collection.</p> <p>The collection was presently in the care of the University of York and the school is seeking to prove their ownership, or part ownership of, for the record, particularly when there is a change of personnel here in school.</p> <p>Discussion has been ongoing between North Yorkshire Council and Skipton Town Council to enable STC to progress the discussion around the title of shared ownership. Essentially, North Yorkshire Council need to provide some evidence to Skipton Town Council who will then go to the Charity Commission to reconstitute the Petyt Library Trust, and they are unable to do so at the moment because they have no evidence to prove title.</p> <p>Furthermore, the claim to part ownership of title by STC is disputed as the other books in the collection (those that Ermysted’s Foundation Trust cannot prove title to) do not belong to anybody. They were gifted to the people of the Skipton in perpetuity, to be held by Skipton Town Council or North Yorkshire Council, or whoever is the custodian on behalf of the people of the town.</p> <p>The Report on the Petyt Library at the University of York by Sarah Griffin, Rare Books Librarian at the University of York, is available on the SharePoint at: <a href="#">link</a></p>	<p>Chair</p>	



55::24 FGB	<p><b>Governor support information / NYC Governor training:</b> (links updated and active as at 14.11.24)</p> <ul style="list-style-type: none"> <li>• Maintained School Governance Guide - Gov.uk: <a href="#">link</a></li> <li>• NYC Governor Training / SIN Meetings 2024-2025: <a href="#">link</a></li> <li>• For NYC, CYPS / Governance / main page: <a href="#">link</a></li> <li>• Support Information for new Governors is available on the SharePoint in the folders for this academic year.</li> <li>• NGA (National Governors Association): <a href="#">link</a></li> <li>• NGA Members login / password reset: <a href="#">link</a></li> <li>• The National College: <a href="#">link</a></li> <li>• What maintained schools must publish online: <a href="#">link</a></li> </ul>	Chair Clerk	
<b>OTHER BUSINESS</b>			
56::24 FGB	<p>To deal with any matters agreed for consideration under previous agenda item (urgent business).</p> <p>With Christmas almost here, the Chair suggested Governors meet to enjoy a meal and some time together after the meeting of the Full Governing Board on Thursday 30 January, and he would suggest some options for a local venue in the New Year.</p>	Chair	
57::24 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 Chair exercised the option to determine 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 a confidential item of business is assigned to the minutes of this meeting.</p> <p>Meeting status:: There being no further business the Chair thanked Governors for their support and declared the meeting of this Full Governing Board closed at 6.50pm</p> <p>Meeting status:: A confidential item of business was recorded.</p> <p>David Frankland Clerk to the Governing Board Secretary to the Foundation Trust <a href="mailto:dfrankland@ermysteds.uk">dfrankland@ermysteds.uk</a></p>	Chair	