

**THE MINUTES OF THE LOCAL GOVERNING BODY MEETING  
HELD ON THE 14<sup>th</sup> OCTOBER 2024 AT 3.30 PM, LOCATION, THE CUBE**

Composition of the Board

NAME	TYPE OF GOVERNOR	END DATE OF OFFICE	Attended Y/N
Viv Evans	Community	03.10.2025	Y
Gareth Owen	Community	03.07.2026	Y
Tim Rodgers	Community	08.12.2027	Y
Dave Bennett	Headteacher		Y
Pankaj Thacker	Staff	03.07.2026	N
Grant Turner	Staff	03.07.2026	N
Rosemary Campbell	Parent	26.02.2027	Y
Jane Mullan	Parent	07.04.2028	Y
Vacancy	Community		
Vacancy	Community		
Vacancy	Community		
<b>In Attendance</b>			
Nicki Green	Governance Professional		Y
Andy Smith	Trustee		Y
Sian Brockway			Y
Kimberley Harris	SENco		Y
Olumuyiwa Ojo	Observer		Y

**AGENDA  
NON-CONFIDENTIAL**  
[Meeting Folder](#)

ITEM NO	ITEM	Action	Due
1.	<b>WELCOME AND APOLOGIES</b> All Governors were welcomed by VE who was chairing the meeting. Olumuyiwa was welcomed to the meeting as an observer		
2.	<b>DECLARATIONS OF INTERESTS</b> No pecuniary interests were declared regarding the business to be discussed in the meeting.		
3.	<b>STUDENT LEADERSHIP AND COMMUNITY PARTICIPATION</b> A presentation on student leadership and community participation was provided in advance of the meeting. The following information was highlighted to governors		

	<p>Community participation is internal to TWS and outside in the wider community.</p> <p>There are 4 successful ambassador groups (Upstanders): Stephen Lawrence, Eco Club, Pride Group and Wellbeing Group.</p> <p>Details of activities/events undertaken by the groups, how these support the community and how students develop and increase their agency through participation were shared with the LGB.</p> <p>Students are involved with other community groups, including: Braunstone Heritage, Braunstone Wombles, The Curve, Rugby Works, Duke of Edinburgh, Forest School and Aspire Clubs.</p> <p>The creation of an anti-hate crime video in collaboration with the Stephen Lawrence Centre and Blaby Council, which was launched at TWS and shared with other schools.</p> <p>House ambassadors have been launched this academic year, providing opportunities for student leadership and their voices to be heard.</p> <p>Aims for this year include</p> <ul style="list-style-type: none"> <li>Holding a student leadership conference</li> <li>Set up a community fridge onsite at TWS</li> <li>Continue the success of working with the Stephen Lawrence Centre following a change in Leadership.</li> <li>Continue to connect with local community groups to create further student opportunities.</li> </ul> <p>It was highlighted that the student ambassador schemes at TWS have been replicated at other Life MAT schools.</p>		
4.	<p><b>SEND</b></p> <p>A handout was provided during the meeting advising of the progress made in SEND and the priorities for the academic year.</p> <p><b>Priorities</b></p> <ul style="list-style-type: none"> <li>Learning and teaching,</li> <li>Professional development for all</li> <li>Interventions</li> <li>Parental Engagement</li> <li>Reduce the number of Lesson removals, suspensions, internal exclusions and Detentions.</li> </ul> <p>The priorities aim to improve outcomes, attendance and reduce time out of lessons.</p> <p>The LGB received an update on each of these priorities, including the creation of learning profiles for each SEND student to help support each priority.</p> <p>Best practices are being shared across the Life MAT.</p> <p>TWS is part of Whole Education</p> <p>Meetings are held regularly with TAs who share best practices as part of these meetings.</p> <p>SEND is on the SLT agenda</p>		
5.	<p><b>MINUTES OF THE LAST MEETING</b></p> <p>The non-confidential and confidential minutes of the Governing Board meeting held on 09.09.24 were approved as an accurate reflection of the meeting.</p>		

6.

MATTERS ARISING

To review and update actions from the previous meeting.

DATE	ITEM NO	ACTION	BY WHO	WHEN
18.03.24	5b	Contact Stephen Lawrence Centre to see if anyone would be interested in becoming a community Governor at Winstanley. <b>20.05.24</b> Recent contact has been made with the centre; DB is awaiting a response. Update to be provided. <b>08.07.24</b> SP was unable to attend the meeting, as looking at a potential role with trustees. Agreed to revisit Stephen Lawrence Centre as a potential governor source next academic year <b>09.09.24</b> DB to speak to CP to confirm if SP has taken on a role within trustees or is still available to join the LGB	DB	14.10.24
<b>Update-</b> A potential community governor joined the meeting as an observer. Action Closed.				
09.09.24	5b	A template to be used for recruiting governors to be sourced from the trust	NG	14.10.24
<b>Update-</b> No further action required				
09.09.24	5b	GT to reach out to contacts within the Aspire programme to see if they would be interested in becoming a community Governor	GT	14.10.24
<b>Update-</b> A potential community governor joined the meeting as an observer- Action closed				
09.09.24	5b	A post regarding Community Governor Vacancies is to be placed on the Ex-student's Facebook page.	DB	14.10.24
<b>Update-</b> A potential community governor joined the meeting as an observer- Action closed				

7.

GOVERNANCE - CONSTITUTION/ MEMBERSHIP

a. It was noted that the chair position is vacant. No current members of the LGB have volunteered to fulfil the position; VE, as Vice-chair, is covering on an interim basis, and advice is being sought from trustees.

b. It was noted that no terms of office are due to cease before the next meeting.

	<p>c. Olumuyiwa Ojo attended the meeting as an observer with a view to becoming a community governor; 2 vacancies for community governors remain.</p> <p>d. Governors were reminded to complete their declaration of Pecuniary interests and confirmations, including KCSIE 2024 via Governor Hub</p> <p>e. Ensure the School Website and Get Information about Schools (GIAS) is compliant</p> <p>f. The changes to the <a href="#">Scheme of Delegation and term of Reference for LGB 2024-25</a> were noted</p> <p>g. The changes to the <a href="#">LGB Code of Conduct 2024-25</a> were noted</p> <p>h. Gareth provided an overview of his visit to view inclusion and support, and experience. He advised that the information provided by Kimberley and Sian supported what he observed during his visit. He spoke about the synergy between all staff and their aims.</p> <p>i. Governors were reminded to complete their skills audit for 24-25</p> <p>j. It was confirmed that all members of the LGB had completed cybersecurity training before the September deadline. Governors were reminded to complete Safeguarding training before 31 October 2024</p>		
8.	<p><b>SAFEGUARDING</b></p> <p>Details of how TWS have incorporated the changes to KSCIE 2024 into their procedures and practices were given.</p> <p>It was highlighted that a consultation is taking place on gender identity, and further guidelines are due to be published at a later date. The government's current advice is to proceed with caution.</p> <p>There is a stronger emphasis on the exploitation of children.</p> <p>It was advised that the safeguarding governor had checked the SCR this term and confirmed that it complied with regulations. The SCR is due to be held centrally by the Life Mat to provide consistency across all schools.</p>		
9.	<p><b>SEF</b></p> <p>A copy of the comprehensive SEF was provided before the meeting for the governor's consideration.</p> <p>The governors' attention was drawn to the introduction, which provides an understanding of the school's context and the impacts this has on students' performance and life opportunities.</p> <p>Q. Do the SLT write their section of the SEF?</p> <p>A. Yes, their experience and knowledge provide valuable contributions to the SEF.</p> <p>Governors were informed that the SEF is a useful document to support the focus of monitoring visits.</p>		
10.	<p><b>GOVERNANCE UPDATES</b></p> <ul style="list-style-type: none"> <li><a href="#">Action Plan 24-25</a></li> </ul> <p>The draft Action Plan 24-25 has been written in line with the scheme of delegation. The LGB was taken through the action plan's objectives and asked to contact VE with any changes they may have.</p> <p><b>Action</b> – Any changes, amendments, or additions to the draft governance action plan 24-25 are to be emailed to VE. The action plan is to be finalised at the December LGB meeting.</p>	All	16.12.24

	<ul style="list-style-type: none"> <li>• <a href="#">Governance Calendar 24-25</a></li> </ul> <p>The governance calendar is a tool to help plan commitments to the LGB role. The calendar provides training dates, both mandatory and optional, dates of LGB meetings and planning of monitoring visits.</p> <p>Advice was given about conducting monitoring visits and writing visit reports. A request was made for all governors to complete a monitoring visit, which will be discussed at the December LGB meeting.</p>		
11.	<p><b>GENERAL SCHOOL UPDATES</b></p> <p>A brief verbal update was given to governors about the start of the academic year.</p> <p>A staff team has ran the Leicester half marathon or 10K raising £1100 for Helping Hands charity.</p> <p>The Student Leadership groups (Ambassadors) have been a real strength this term.</p> <p>The Aspire programme is going from strength to strength, and the food offering has improved.</p> <p>The Open evening was a success with pupils from more primary schools than TWS usually works with, and lots of parents have come for tours, an indication of a secure student base for the next academic year.</p> <p>There were 650 students enrolled on census day at the end of September, which is the largest number the school has had.</p> <p>A 2-year programme is being run called Embedding Informative Assessment, which is about developing teaching and learning strategies.</p> <p>Attendance isn't where the school would like it to be, but is better than this time last year.</p> <p>The trauma-informed pilot school is continuing this year. As part of this, 10 pastoral staff are training to complete a level 5 diploma.</p> <p>Challenges, have been with a small group of students' behaviour</p> <p>Information regarding staff absences and vacancies was provided</p>		
12.	<p>Purple policies approved by the trust board were noted by the LGB</p> <ul style="list-style-type: none"> <li>• <a href="#">Exclusions and Suspension Policy 2024</a></li> <li>• <a href="#">Children with Health needs who cannot attend school Policy</a></li> </ul> <p>School policy to be approved by LGB</p> <ul style="list-style-type: none"> <li>• <a href="#">TWS Anti-bullying Policy</a></li> <li>• <a href="#">TWS Behaviour Management Policy</a></li> </ul> <p>Due to the late uploading of the school policies to the meeting folder, it was agreed that the policies would be circulated outside of the meeting via governor hub for comments and approval.</p> <p><b>Action</b> notifications will be sent via GH so that governors can consider the TWS antibullying policy and TWS behaviour management policy. A week's deadline to be given for feedback or approval for these policies.</p>	All	31.10.24
13.	<p><b>AOB</b></p> <p>A discussion was held on which areas the school governors would like to have a presentation on at the next meeting.</p> <p>Areas for inclusion in future meetings agreed are</p> <p>Update on Shine and Burrow working together, including an update on finance</p> <p>Healthy Eating and what the school's policy is.</p>		

The meeting finished at 5.15 pm

