

**Minutes of a meeting of the Education and Standards Committee of the  
Governors of Queen Elizabeth Grammar School, Penrith, held on Wednesday  
17<sup>th</sup> February 2018 at 6.00pm.**

**Present:**

Ms Joanne Mills (CoG) (in the Chair), Dr Tyrone Castles (P) ("TC"), Mrs Tine Boving-Foster (P), Mrs J.Nichol (CoG) and Mr M Bauer (CoG)

**In Attendance:** Mr David L Brown (deputy Clerk to Governors) and Mrs Rebecca Chapman ("RC") (representing the Senior Management Team)

5 Governors in Attendance

Quorum per Terms of Reference-4

1. Apologies for Absence

Apologies were accepted for Mr Paul Buckland (OFSTED training), Mr Charlie Hansford (work commitment), Mr Alastair Worth (ill), Mr Rob Shephard (work commitment) and Dr E Mawson.

2. Declarations of Interest in Agenda Items

None

3. Minutes of the meeting on 22<sup>nd</sup> November 2017

These were approved, but it was noted that the statistics to be included as a standing item on future agendas should include the numbers of Looked After Children, those subject to a Child Protection Plan and those involved in "Early Help Assessments".

4. SEN/D Policy and Information Report

The draft had been circulated. RC explained that it had been updated in accordance with the revised SEN code of practice.

The heading and content would be amended to refer consistently to SEN/D. P3 para1, penultimate bullet point, would be corrected to refer to Race "Equality" (not "quality").

On p9 under "Examples of students' progress", a bracket is needed at the end of the first sentence.

The policy on "Supporting pupils with medical conditions", referred to on p11 in para 7, is still being drafted, though it is not yet a necessary policy document.

The draft was received with full support of the committee; it was approved as amended and will be put on the school's website.

Thanks are extended to Mrs Bellas for her hard work on this.

5. Matters Arising from earlier minutes

The Sex and Relationships Policy will depend on the result of current government consultation but a draft will be prepared to ensure the school is compliant.

6. The Headteacher's Report

RC summarised this and will ensure that it is circulated to all Committee members, as an annex to these minutes.

(TC left the meeting to attend another meeting)

The Committee asked that Matthew Rush and Sophie Thomas, the pupils who gave presentations at the recent 6<sup>th</sup> Form open evening, be congratulated and thanked for their excellent work and also that Vicky Smith and Allen Martin be thanked for their part in a much improved evening.

RC referred to the new timetable structure (a copy of which she distributed); this is to be trialled. It had been the subject of a staff consultation, which had a 70% response, 63% of those responding being fully in favour of the proposal.

Though not commented upon in the Report, the Governors were very appreciative of the high standard of the recent "Oliver" production, which was a great credit to the leading actors, and Mr Daniel Roberts, its director.

7. Additional Items to be added to the Next Agenda

The Committee asked that the Headteacher's report be circulated in advance of future committee meetings.

8. Date of next committee meeting

Wednesday 25<sup>th</sup> April 2018 -6pm

Meeting closed 7.00pm