

Minutes of a meeting of Governors of Queen Elizabeth Grammar School, Penrith, held on Thursday 30th January 2020 at 5.30pm in Room E19

Present

| | |
|---------------------------|---------------------------------|
| Miss R McMann (Clerk) | Mr A Martin (S) |
| Dr E Mawson (Deputy Head) | Mr P Airey (CoG) |
| Mr G Miller (P) | Mr P Buckland |
| Mr M Worrall (CoG) | Mrs T Boving-Foster (P) (Chair) |
| Dr J Jenkins (CoG) | Mr J Ray (CoG) |
| Ms Mills (CoG) | Mr A Worth (S) |
| | Mr M Bauer(CoG) |

Visitors: Mr Dawson and Mrs Chapman attended this meeting as it was focussed on the school strategy.

11 Governors in attendance

Quorum per article 114 – 7 Governors
(one half of the governors holding office rounded up to the nearest whole number)

GbS – Governor by Statute
MaG – Member appointed Governor
CoG – Co-opted Governor
S – Staff
P- Parent

Round the table positive starters to the meeting were given by all in attendance.

1. Apologies for absence

Apologies were accepted for Mr Hansford, Mr Shephard and Mrs Rae (work).

2. Declaration of Interest in Agenda Items

There were no declarations of interest in the agenda items.

3. Any changes to the declaration of Business Interests

There were no changes to the declaration of interests.

4. Minutes of the Governors Meeting Held October 2019

It was unanimously agreed that the minutes were a true record and Mrs Boving-Foster signed them.

There is one action point outstanding – a note on the risk register regarding the allocation of responsibilities in the event of a long-term absence.

Mr Ray asked for an update regarding the CIF. Mr Buckland reported that the DfE had visited but there is no response yet.

Mrs Boving-Foster asked if Governors were using their new school email addresses and the OneDrive to access documents. There were some concerns raised about being able to easily access the school email account (for those who have more than one outlook account) and if there was a way of joining these accounts. Mrs Boving-Foster emphasised that this move was good GDPR practice and the purpose of the OneDrive and school email accounts are to keep confidential matters secure and separate. Both Dr Mawson and Mr Dawson thought that there would be a way around this, potentially with a OneDrive application. **Action point: another round of meetings will be done using both personal and school email accounts and Miss McMann will contact Mr Colosi for guidance and about the possibility of using a OneDrive application.**

The next part of the meeting was an in-depth strategy discussion. The notes for this are attached as Appendix One.

14. Notices

There were no notices.

15. Date of Next Meeting

Thursday 5th March 2020, 4.00pm.

The meeting concluded with a round the table analysis of the meeting.

The meeting closed at 8.30pm.