

ST OLAVE'S AND ST SAVIOUR'S GRAMMAR SCHOOL

Minutes of the *Meeting of the Governing Body* held in
the Main School Library at
St Olave's & St Saviour's Grammar School, Goddington Lane, Orpington, Kent, on
Saturday 8th September 2018 at 9.00am

Present	The Ven. Dr P Wright (<i>Chairman</i>)	Mrs S Chaudhary
	Mr A Rees (<i>Headteacher</i>)	Mrs A Fabian
	Ms C Benham	Mr S Ganatra
	Mr A Boyd	Mr N Grenside
	Rev'd H Broadbent	Rev'd R Parker-McGee
	Mr S Carr	Dr D Ryall
	Ms J Cattell	Ms M Sullivan
In attendance	Ms L James (<i>Business Manager</i>)	
	Mr R Walters (<i>Clerk</i>)	

ACTION

1. FOUNDATION PRAYER

The Ven. Dr Paul Wright led with the prayer used by the Bishop at the installation of the Headteacher the previous day.

PART A

2. DECLARATIONS OF INTERESTS

The Chair invited those present to declare any interests in the items on the agenda. No interests were declared. The Clerk invited governors to complete the annual register of interests declaration, including governorships of any other schools.

3. APOLOGIES FOR ABSENCE

Apologies for absence had been received and accepted from Mr H McAleer. The meeting was quorate.

4. ELECTION OF CHAIR AND VICE-CHAIR

The Ven. Dr P Wright left the meeting. The meeting remained quorate.

- (i) The Clerk took the Chair, noting that one nomination had been received, for Ven. Dr Paul Wright. Governors agreed unanimously to the appointment of the Ven. Dr Paul Wright as the Chair of the Governing Body until the first governing body meeting of the academic year 2019/20.

Decision: the Ven. Dr Paul Wright was elected as the Chair of the Governing Body until the first governing body meeting of the academic year 2019/20

The Ven. Dr P Wright returned to the meeting. Mrs S Chaudhary left the meeting. The meeting remained quorate.

- (ii) The Ven. Dr P Wright took the Chair and noted that one nomination for Vice-Chair had been received, for Mrs S Chaudhary. Governors agreed unanimously to the appointment of Mrs S Chaudhary as the Vice-Chair of the Governing Body until the first governing body meeting of the academic year 2019/20.

Decision: Mrs S Chaudhary was elected as the Vice-Chair of the Governing Body until the

*first governing body meeting of the academic year 2019/20***5. NEW GOVERNOR APPOINTMENTS**

Governors noted the appointments of the Rev'd Robert Parker-McGee by the RDBE, Mr Sonesh Ganatra by the Bishop of Rochester, Mr Harry McAleer by the St Olave's & St Saviour's Schools Foundation and Ms Charlotte Benham as the newly elected staff governor. Governors welcomed them to the Governing Body.

6. NEW GOVERNOR APPROVALS

The Chair noted that Mrs Chaudhary had previously been an elected parent governor however following the discussion during the investigation as to whether the appointment for a further four years following the 2015 reconstitution was correct procedure, it had been decided that she would stand down as a governor elected by parents and take up a co-opted position for the remainder of her eight year term (to 7th September 2021). Governors approved her appointment as a co-opted governor.

Decision: Governors approved the appointment of Mrs S Chaudhary as a co-opted governor

Mr Adrian Boyd left the meeting. The meeting remained quorate.

The Chair introduced Mr Adrian Boyd as a potential co-opted governor, noting that he was a Chartered Accountant with UBS. Governors approved his appointment as a co-opted governor.

Decision: Governors approved the appointment of Mr A Boyd as a co-opted governor

Mr Adrian Boyd returned to the meeting.

7. FAREWELL TO GOVERNORS

The Chair noted that this would be the last meeting of Ms Janette Cattell as a governor, for the reason identified above relating to elected parent governors. He expressed his huge thanks to her for everything she had done throughout her time as a governor but in particular for her contribution over the last year when she had helped very significantly with the various issues that had been addressed. He also noted and thanked her for her time as the Vice-Chair of the governing body. Governors offered their thanks as well.

The Chair noted that this left the governing body with no elected parent governors although a number of members did have children at the school. He explained that the school would arrange for an election as soon as possible, which would involve inviting parents to put themselves forward, including a covering note as to why they wished to be considered, a hustings evening where other parents would have the opportunity to question them if they wished, followed by a vote by the entire parent body. On being asked, the Clerk explained that governors cannot put in place specific requirements of elected parent governors, but were entitled to note what skills or experience might be particularly welcome.

8. COMMITTEE MEMBERSHIP AND CHAIRS

The Chair introduced a proposal to reduce the number of committees to two. He noted that there were two key aspects of the committee process. The first covered the premises and finance aspects of the school, for which there was considerable overlap with some items being discussed twice. The second covered the curriculum, teaching and learning aspects, together with student and staff welfare. He proposed therefore that the premises and finance committees merge into one and the curriculum and personnel committee remain as is with the Admissions being taken directly into the Governing Body, recognising that should a new admissions policy be considered, a separate working group or committee would be needed to consider that in

detail. He explained that there were two further reasons for considering this change, the first being the reduced number of meetings to reduce the impact on staff and the second being that more governors would be involved in the committee business and therefore get a better view of the school.

A governor asked for confirmation regarding the way admissions would be addressed. The Chair noted that the day to day business at Admissions Committee was currently a report back on the admissions process, including numbers and appeals. The proposal would take this directly to the Governing Body, however were a change to the Admissions Policy proposed, a more detailed discussion would be required and either a committee or working group would be established to ensure that any proposals were addressed effectively.

Decision: Governors agreed to amend the formal committee structure to include two main committees, one for premises and finance and one for curriculum, personnel with admissions being taken into the Governing Body

The Chair noted that these two committees would require Chairs. He invited nominations for the role of Chair of the Premises and Finance Committee. Mr Carr and Mr Ganatra put themselves forward.

Mr Carr and Mr Ganatra left the meeting. The meeting remained quorate.

Governors discussed the skills and experience needed for the role of Chair of this committee. They noted that whilst this was Mr Ganatra's first meeting, Mr Carr had only been on the governing body since November 2017. Noting the skills and experience of both candidates, they recognised that either would be suitable for the role, however felt that Mr Carr with his long experience of chairing meetings and committees as Leader of the Council might be better placed. They agreed to appoint Mr Carr as the Chair but asked that Mr Ganatra be appointed Vice-Chair. Governors agreed the proposal.

Decision: Governors agreed to appoint Mr Carr as Chair of the Premises and Finance Committee and Mr Ganatra as Vice-Chair

Mr Carr and Mr Ganatra returned to the meeting.

The Chair noted that Mrs Fabian had indicated a willingness to act as Chair for the Curriculum committee. No other governors put themselves forward. Governors agreed that Mrs Fabian should act as Chair of this committee. They agreed that a Vice-Chair would be appropriate for this committee as well and Mrs Chaudhary offered to take on the role.

Decision: Governors agreed to appoint Mrs Fabian as Chair of the Curriculum and Personnel Committee and Mrs Chaudhary as Vice-Chair

9. COMMITTEE MEETING DATES

It was agreed that the Chair's should consider dates and timing for the meetings, recognising that they were likely to be slightly longer than previously.

Action: Clerk to circulate the Committee Chairs with potential committee dates

RW

10. INSPECTION REPORT RECOMMENDATIONS

The Chair noted that this was the first opportunity governors had had to consider the report, as a group. He invited reflections. He explained that he had hosted an open meeting at the school at which some 100 parents and carers had attended and that he had also attended a meeting of the LB Bromley Education Committee at which he had confirmed the GBs intention to implement the recommendations and had been able to reassure members of the committee

