

Date issued: [10] Jan 24

File reference: SGC-Minutes-4 December 2024-O

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MINUTES FOR THE SCHOOL GOVERNANCE COMMITTEE (SGC) MEETING HELD AT ST DAVID'S SCHOOL ON 4 DECEMBER 2024

Present	John Redman	Head Teacher	HT
	Kieran Tinkler	Chair	KT
	Andrew Haworth	Secretary	AH
	Charlotte Barlow	Member	CB
	Brietta Smith	Member	BS
	Jane Jones	Member	JJ
	Christine Waller	Member	CW
Remote	Gary Margerison	School Improvement Advisor	GM
Apologies	Vicky Hindson	Member	VH
	Gareth Williams	Member	GW
	Becca Franssen	Member	BF

Item	Action/Lead
<p>Item 1 – Opening Remarks</p> <p>a. Attendance. The Chair thanked those present and connected remotely for joining, and mentioned those unable to make the meeting (see apologies).</p>	KT
<p>Item 2 – Matters Arising from Previous Meeting</p> <p>a. The cttee formally approved the minutes from the last meeting, which occurred on 4 Jun 24.</p>	KT
<p>Item 3 – SGC Membership and Battle Rhythm</p> <p>a. Membership. The Chair asked those present to add their EOT dates to the SGC membership document.</p> <p>b. SGC Meet and Greet. Having members of the SGC present at the Community House for a meet and greet drop-in session during the next open house was discussed.</p> <p>c. Parents Wearing Uniform. A reminder was provided via MailChimp to all parents that they should not wear uniform when attending St David's School.</p> <p>d. Recording of Minutes. Personnel present advised that the meeting was being recorded; however, the recording will be deleted upon production of the draft minutes.</p> <p>e. Code of Conduct. A code of conduct was presented to those present with changes to para 9 discussed. All present asked to sign a copy before leaving the meeting.</p>	KT KT KT KT KT

<p>Item 4 – Head Teacher Report. Several points were raised by the SGC in advance, which provided the main focus of discussion:</p> <p>a. SEND Data compared to UK average. A question was asked regarding the average number of SEND students at St David’s compared to the UK average, a breakdown of this data could be provided if required; however, at this time it is not deemed necessary.</p> <p>b. Breakdown of Student Body. A question was asked regarding the number of international students compared to entitled MOD dependent students. This was to ensure that the current student communities could be correctly represented during surveys.</p> <p>c. Attendance Officer. A question was asked as to whom the attendance officer is for St David’s. This is an MOD appointed individual who will meet with the HT once a term or more often if required.</p> <p>d. Teaching Moderation. A question was asked regarding how teacher marking is quality assured. To ensure the quality of teaching is maintained, HT informed all present that a constant sample based check is conducted on all staff to ensure standards are being maintained. This is conducted in line with key stage testing of the students to ensure the school is in line with the UK standard.</p> <p>e. Educational Psychologist. HT confirmed that a new Educational Psychologist had been employed, it was also reiterated that parents are informed of the limits to the support that can be provided in location.</p> <p>f. DCS Monitoring Responsibilities. A question was asked regarding the responsibility to evaluate the work conducted by DCS. It was confirmed by GM that a 2* assurance visit had recently been conducted on the work carried out by DCS.</p>	<p>SGC</p> <p>HT/CB</p> <p>HT/CB</p> <p>HT</p> <p>HT/CB</p> <p>HT</p> <p>CB/GM</p>
<p>Item 5 – Safeguarding Update</p> <p>a. BS was introduced to the SGC by KT as the new safeguarding lead for St David’s.</p>	<p>KT</p>
<p>Item 6 - Other Matters</p> <p>a. Staff recruitment. HT gave an update on the recruitment of a new deputy head. A candidate has been selected; however, they will be unable to start until after the Easter holiday. A step up opportunity has been offered and an individual has expressed interest, HT is currently moving forward with arrangements for the individual to start after the Christmas break.</p> <p>b. Playground. HT provided a short update on the status of the playground and was optimistic that progress would be made in the near future. KT offered to speak with the SNR in attempt to secure further funding to help this move forward.</p>	<p>HT</p> <p>KT</p> <p>HT</p>

<p>c. Near miss events. CW asked if the recording of near miss events are routinely recorded. HT confirmed that all near misses are recorded.</p> <p>d. Budget Overspend. Potential budget overspend was discussed. Fortunately, this would not impact on next year's budget; however, next year's budget is likely to be reduced.</p> <p>e. Sub-Committee. KT thanked those present whom had volunteered to be part of one of the three sub-committees of the SGC.</p> <p>f. Pen Picture. CB requested a pen picture ASAP from all members of the SGC.</p>	<p>CW/HT</p> <p>HT</p> <p>KT</p> <p>CB</p>
<p>Item 8 – AOB.</p> <p>None.</p>	

Andrew Haworth
Secretary SGC

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St David's School SGC Members

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