

# AYLESBURY GRAMMAR SCHOOL

## COMMUNITY & DEVELOPMENT COMMITTEE MEETING MINUTES: THURSDAY 12 NOVEMBER 2020 AT 8AM held via Google Meet due to Covid-19



<b>PRESENT:</b>	Mr S Winman Mr L Cobley Mr J Collins	Mr K Hardern Mr C King Ms J Moore Mr M Sturgeon
<b>IN ATTENDANCE:</b>	Mrs C Cobb Mr G Dallas Mr R Williams	Clerk Assistant Headteacher Chairman of Governors
<b>APOLOGIES:</b>	Mr Y Odukoya	Apologies received and accepted

	<b>ACTION</b>
<b>1 APPOINTMENT OF CHAIRMAN</b>	
Mr Winman was unanimously appointed Chairman for a further year.	
<b>2 NOTIFICATION OF ANY OTHER BUSINESS</b>	
No items were tabled under any other business.	
<b>3 DECLARATIONS OF INTEREST</b>	
Mr Winman declared he is running the leadership programme for Challenge Partners.	
<b>4 MINUTES AND MATTERS ARISING</b>	
<b>4.1 MINUTES</b>	
The Minutes of the meeting held on 2 July 2020 having been previously circulated were agreed and signed as a correct record of the meeting.	
<b>4.2 ACTIONS TAKEN SINCE THE LAST MEETING</b>	
<b>Single Central Record</b> – Mr Williams confirmed he had reviewed the SCR at the end of the summer term and will do so again before the end of this term.	
<b>5 ITEMS FROM THE FGB MEETING ON 18 SEPTEMBER 2020</b>	
<ul style="list-style-type: none"><li><b>Action Committee for Equality, to report on progress</b> – Ms Moore had previously circulated an update on the progress being made and further reported the Committee has met and created a mission statement. The focus for 2020/21 is to create an anti-racist environment. Governors noted the staff group has 12 members, the student group has 10 student Members from Year 13 with one from Year 12 and Year 10 are the Advisory Board and are all BAME ethnicity. The staff group are working on four different areas; students</li></ul>	

## ACTION

from ethnic minority groupings taking part in co-curricular activities; the perceived parental pressure of some students having to take certain subjects at GCSE and A level; How are groups affected on communications if English is not their first language; is AGS reflecting the national picture of predicted grades of students from ethnic minorities. Surveys will be undertaken to have greater understanding of these issues and what actions will be taken as a consequence. Governors further noted training on equality is going to be arranged for the governing body. All agreed the strategic directions and for progress to be reported at the next meeting from Mrs Beckley.

Agenda  
Mrs Beckley

- **Introduction of marketing and branding strategy – The Development Director joined the meeting.** The Reputation strategy had been previously circulated, this document will feed into the Content strategy. There are currently 30/35 school Twitter accounts, which are being reviewed to streamline all communications. Only three social media platforms will be used, in order that sufficient time can be given to monitoring them effectively and for consistency. **Ms Moore asked if any Governor or staff members wished to join the Working Group and Mr Williams, Mr Hardern and Mr Dallas agreed to do so.** The Marketing and branding update had also been circulated, Governors noted the next steps are to create extensive branding guideline templates, they will be launched with all staff in January, having been tested with support staff first. *The Development Director left the meeting*
- **Progress report on the work being undertaken by the School Counsellor and additional pastoral support (see item 8)**
- **Admissions Policy 2022 –** The Headmaster reported the key change is in 5.1.2 the oversubscription criteria for Year 7, it has been reviewed and approved by Buckinghamshire Council and legal advisors, it is an extremely positive step for the school to ring fence places for students who attract free school meals. Governors also agreed the amendment at 7.2 when families are forced to move from their homes, often for safeguarding reasons, it is important a previous address is included to allow those affected to be able to apply. Governors agreed the policy should be recommended to the FGB for approval before going out for consultation.

Mr Hardern,  
Mr Williams  
& Mr Dallas


FGB agenda

## 6 SCHOOL DEVELOPMENT PLAN

- **Covid-19 – Monitor and resource welfare and pastoral support –** The Headmaster rereported 4 staff have received letters from the Government saying they are clinically vulnerable. These members of staff were previously asked to shield, and individual risk assessments are being carried out. One is teaching remotely and the other three are choosing to come into school, measures have been put in place to protect them. **Mr Hardern asked about Governors coming into school to carry out visits.** The Headmaster responded no additional people are coming onto the school site during lockdown, when lockdown is eased then measures can be put in place to facilitate Governors coming in.
- **Implement a whole school welfare strategy –** Mr Dallas reported the school has signed up to the MIND gold package, a mentor has been assigned to support with this. The strategy is almost ready to be reviewed by the SLT, it is around creating a culture of support. After it has been reviewed by the SLT it will come to Governors.
- **Meet the Gatsby benchmarks (for careers) by December 2020 –** The Headmaster reported very good progress was being made but Covid has delayed meeting the benchmarks for December. It is a very important initiative and will be reviewed more fully in the spring term.

		ACTION
	<ul style="list-style-type: none"> <li>• <b>Review of Personal Development Curriculum (PSHE and personal development)</b> – Mr Singh has added more materials to the programme, including Covid recovery and diversity. A review will be carried out in the spring or summer term</li> <li>• <b>Develop and implement an Eco-school's strategy</b> – Currently working towards the silver award, a garden has been installed and is flourishing, 30/40 students are involved with it and have planted onions, peas and garlic. The gardening group is working with the Catering Manager on using the produce in school meals and/or selling the produce. Governors discussed and agreed this is a fantastic initiative.</li> <li>• <b>Develop and implement a successful coordinated outreach plan</b> – Outreach with primary schools is currently on hold as primary schools are understandably unable to accept AGS students in their schools due to Covid. Once Covid restrictions are lifted then the projects will resume as everybody is keen for them to do so. Mr Dallas also reported the Aylesburian is now available and he would circulate it to Governors via post.</li> <li>• <b>Develop and implement a marketing and communications strategy</b> – This was taken under item 5</li> </ul> <p>Mr Hardern requested the SDP template document was updated with the progress being made as reported.</p>	Mr Dallas  Headmaster
7	<b>POLICIES</b>	
	<b>HR Policies</b> – Mr Williams and Mr Cobley agreed to review the policies and circulate their recommendations to the Committee before recommending them to the FGB.	Mr Cobley & Mr Williams FGB agenda
8	<b>FUTURE AGENDA ITEMS</b>	
	<ul style="list-style-type: none"> <li>• <b>Progress report on the work being undertaken by the School Counsellor</b></li> <li>• <b>Report from Mrs Beckley on the Action Committee for Equality</b></li> </ul>	Agenda
9	<b>DATES OF FUTURE MEETINGS (to start at 8am)</b>	
	Thursday 25 March 2021 Thursday 8 July 2021	

The meeting closed at 9.15am

Signed  Date ...25 March 2021.....  
CHAIRMAN