

**Confirmed Minutes of the Full Governing Body meeting on
Thursday 3rd October 2024 at 5.00pm at Holyport College
With the option to join remotely via GoogleMeet
and Safeguarding Training at 4.15pm**

Governors		Initial
*denotes absence		
Dalmane Alberga*		DAL
Tom Arbuthnott	Educational Sponsor Link	TA
Mandy Bains		MBA
Walter Boyle	Founding Head Master	WBO
Sue Dudley	Vice Chair, Chair of Curriculum Committee, SEND, EDI, Pupil Premium and Careers Governor	SDU
Alastair Ingall	Headteacher	AIN
Mark Jones	Chair of Welfare Committee, Safeguarding Governor	CMJ
Gill Monk	Chair of Nominations and Successions Committee	GM
Adrian Percival		AP
Bruce Powell	Chair of Governors, Chair of Finance Committee, Chair of Strategy Committee	BP
Johnny Robertson	Chair of Foundation Committee, Chair of Bursaries	JRO
Sheridan Swallow	Chair of Audit and Risk Committee	SSW
Lorraine Wales	LAC and Wellbeing Governor	LW
Chris Wilton		CW
In attendance		
Graham Alford	Assistant Headteacher - Head of 6 th Form	GAL
Adam Bicknell	Deputy Head - Academic	ABI
Liz Critchlow	Clerk to the Governors	LC
Roz Doctor	Bursar	RDO
Steve Gardner*	Deputy Head, Head of Boarding	SGA
Daniel Hubbard	Assistant Headteacher – Assessment and Co- curricular	DHU
Alex Jeffery	Assistant Headteacher - Curriculum Support	AJE

Item No		Action Lead
1	Safeguarding Training for Governors	
1.1	A Safeguarding Training session took place before the meeting and was attended by: BP, SDU, TA, CMJ, JRO, SSW, WBO, LW, GM, MBA. At this session the Network Manager gave a presentation on the filtering and monitoring systems currently being used by the College.	
2	Welcome and Apologies	
2.1	Everyone was welcomed to the meeting. Apologies were received and accepted from SGA. CW and DHU attended the meeting remotely via GoogleMeet. DAL did not attend the meeting and no apologies were received.	
2.2	Part 2 item.	
3	Any Other Business	
3.1	Part 2 item.	
4	Declarations of Interest in the agenda	

4.1	There were no declarations of interest in the agenda. LC has sent Business Interest Forms to all Governors and will send a reminder.	LC
5	Approval of minutes of meeting on 27.06.24 Part 1, matters arising and update of action list	
5.1	Governors approved the Part 1 minutes of the last meeting on 27 th June as a true and accurate record. The Part 2 minutes from the meeting on 27 th June will be sent out to Governors before the meeting in December.	LC
5.2	<u>Matters arising and update of action list</u> The rolling action list was updated.	
5.3	Governors have been invited to the official opening of the Eton Fives Courts on 12 th October.	
5.4	BMc was delighted with his leaving gift from Governors and sends his thanks.	
5.5	The art and medicine scholarships have moved over to the Foundation and RDO has prepared a paper detailing the criteria by which they are to be awarded.	
6	Exam Results and destinations	
6.1	<u>GCSE</u> Governors received GCSE data analysis from SISRA which includes headline measures, analysis by group and subject and SLT review of provision including actions. Progress scores are not yet available, but the data indicates that the progress score is likely to be between +0.5 and +0.6, which would be the highest since the College opened. SLT are proud of the GCSE results achieved and particularly pleased with the numbers of students (58%) who have achieved the entry criteria for the Sixth Form. History results have improved, and English results have improved after a dip last year. Computing results have recovered despite the exam class having been without a permanent teacher in Year 10. There have been increases in the percentage of students achieving Grades 4/5 in both English and Maths.	
6.2	Areas for development include: The number of Grade 9s achieved – several Heads of Department have identified the achievement of more Grades 8 and 9 as an area for focus this year and an analysis of results provided by Heads of Department will be provided to GCC.	GCC
6.3	The attainment and progress of boys - both boys and girls are achieving better than nationally, however there is still a gap between the attainment of boys and girls (average point score is 6.01 girls and 5.19 boys) and there is an action to review how the progress of boys can be improved. This will be discussed further at GCC.	GCC
6.4	Progress in Maths - there will also be a review to see how progress in Maths can be improved.	
6.5	It was noted that results in P.E. and languages were not as strong as in other subjects and it was agreed that there would be a discussion at GCC about P.E., the provision of MFL as a compulsory subject and the percentage of students entered into the Ebacc (80% in 2024). It was noted that this topic forms part of a wider discussion about the breadth of the curriculum.	GCC
6.6	It was noted that there is a trend of improvement in the percentage of Holyport students achieving the entry criteria for the Sixth Form (42.7% in 2022, 57.8% in 2024)	
6.7	The average point score for disadvantaged students (4.2) was lower than for most other categories and it was agreed that GCC would look at the achievement of disadvantaged students and the definition of disadvantaged.	GCC

6.8	Governors noted very good results for SEN Support students.	
6.9	<p><u>Sixth Form – A Level</u></p> <p>Governors received the following information: A-Level headline measures, analysis by group and subject, comparison of headline measures with the previous 3 years, SLT provision review including actions.</p> <p>The average point score per entry for 2024 was 39.09.</p> <p>ALPS scores, which compare progress with other departments across the country, have been used to analyse data.</p> <p>The overall ALPS score was 3, which represents very good progress and is in the top 25% of schools nationally.</p> <p>Nine departments had an ALPS score of 3 or better.</p> <p>Five of these departments have had an ALPS score of 3 or better for four consecutive years (R.S., Spanish, Biology, Psychology, Physics). English achieved an ALPS score of 1, which Governors noted was excellent. History results were very pleasing, and Governors wished to thank JRA from Eton College who mentored the history department last year and will continue to do so this year.</p>	
6.9	The College has higher entry criteria for Sixth Form than other local schools and Governors suggested that it would be useful to compare A level results/ALPS data with other local selective schools. It was agreed that this would be discussed at GCC.	GCC
6.10	Economics and P.E. had an ALPS score of 7 or above and measures are in place this year to support an improvement in progress.	
6.11	<p><u>Destinations</u></p> <p>Governors were sent a full break down of destinations for Year 13 leavers for Summer 2024. 81% of students are going to Russell Group or equivalent universities (a 10% increase on last year). 53% are going to a top 20 university according to the 2023-2024 Complete University Guide rankings and 89% are going to a top 50 UK university. These figures are the best yet for the College. Students go on to study a wide variety of subjects at university.</p>	
6.12	A few students will be pursuing an alternative pathway such as a degree apprenticeship or a gap year and it was agreed that the destinations of these students would be included in next year’s information to Governors.	GAL
6.13	It was agreed that there would be a review of the definition of “Russell group equivalent” at the next GCC meeting.	GCC
6.14	Governors agreed that destinations in 2024 were most pleasing, and that the College provides excellent support to enable students to achieve their aspirations.	
6.15	It was agreed that data for those students who had been in the disadvantaged category at GCSE, would be included as a separate category in future, which would help Governors to understand the level of disadvantage in the Sixth Form and how these students progress and achieve. This would give a greater insight into the extent to which the College is successful in aiding social mobility.	DHU
6.16	Value Added statistics will be available in the spring.	
6.17	Governors wished to thank the school team for a very successful year with an excellent set of results and an outstanding list of destinations. They also wished to thank staff for the excellent support provided to students on results day and DHU for all his work in overseeing the public examinations which ran smoothly in the summer.	
6.18	It was agreed that SDU would write a letter of thanks to all staff.	SDU
7	Head’s Report	
7.1	<u>Admissions and Student Numbers</u>	

	<p>Governors received the Head’s report which included an analysis of student numbers and admissions. There is a higher percentage of Pupil Premium students in Year 7 than in any other year group. The number of boarding students in Years 7 and 12 is slightly less than was budgeted for. There are 28 boarders in Year 12 this year, 9 of whom were boarding students at the College in Year 11. It was noted that almost as many Year 11 boarding students transition to day places in Year 12 as to boarding places. The current Admissions Policy prioritises boarding places to those who live locally, and it is proposed that this will be reviewed. There has been a focus on marketing and student recruitment this term and 30% more applications have already been received than were received in total during 23/24.</p>	GCC
7.2	<p><u>College Development Plan 2024/25</u> Governors received the College Development Plan which has been slightly amended following discussion at the last meeting.</p>	
7.3	<p><u>iPad Introduction</u> The launch of iPads throughout the College has been very successful. There is just over £2k outstanding to collect from parents and several parents have extended payment plans. The College has contributed just over £10k towards iPads for Free School Meal and Pupil Premium students. There will be a brief review of the introduction of iPads by GCC at the next two meetings and a more detailed review in the summer term. It is planned that students, staff and parents will be engaged when evaluating the impact of iPads.</p>	GCC
7.4	<p><u>Capital Projects</u> The performing Arts planning application is at the consultation stage which is due to end on 11th October. The Eton Fives Courts have been completed, look fantastic and are already being well used. The planning application for floodlighting on the astroturf has been submitted and a decision is expected to be made by 22nd November.</p>	
7.5	<p><u>Sport</u> The Sports Program has started well with a strengthened P.E. team and the first Saturday fixture will take place soon.</p>	
7.6	<p><u>Website</u> The new College website has been launched and is contributing towards enhancing the College’s reputation. Governors noted that the website looks excellent and asked if this website has been checked for compliance; RDO has checked this and will send a summary to SDU.</p>	RDO
7.7	<p><u>Boarding</u> It is proposed that a change is made to the requirement for number of nights boarding for Year 7, effective from September 2025. It is proposed that the minimum number of nights required for boarding in Year 7 will be 2 nights and that this will increase to 4 nights by Year 9. This would bring the College more in line with the practice at other boarding schools. Governors were supportive of this proposal. It was noted that there would be no changes to boarding fees, which would remain the same irrespective of how many nights a student boards. It was noted that boarders wanting to board 7 days a week would be likely to be considered to have a greater ‘boarding need’ so in the event of Year 7 places being oversubscribed, they would be likely to be given priority.</p>	
7.8	<p><u>Giving</u></p>	

<p>7.9</p> <p>7.10</p>	<p>The College has endeavoured to invite all benefactors to the opening of the Eton Fives Courts, which it is hoped will be an excellent opportunity to thank all donors. It was agreed that AIN and BP would discuss the arrangements for this event further.</p> <p><u>First Impressions</u> AIN noted that he has been warmly welcomed into the College community and well supported by members of staff. He also noted that it was most encouraging to start his role with such a good set of academic results.</p> <p><u>Staff recruitment</u> There has been excellent interest in the Bursar position and a good field of applicants. Final interviews will take place this week and TA and BP will be joining the panel. SSW and MBA will also be meeting the candidates, and other Governors are also invited to join this meeting on 10th October. There has also been much interest and a good field for the House Master position and an offer has now been made for this position.</p>	<p>BP/AIN</p>
<p>8</p>	<p><u>Bursar's Report</u></p>	
<p>8.1</p> <p>8.2</p> <p>8.3</p>	<p><u>Management accounts Period 12</u> Governors received the Management Accounts for Period 12. The operating surplus for 23/24 is £110k (1.3% of income), which is less than the budgeted amount of £177k. There has been a net increase of £23k since July. The two main factors during 23/24 which have resulted in a decrease in the operating surplus compared to budget were an increase in teachers' salaries and unforeseen expenditure on repairs and maintenance. Teachers' salaries have increased by 6.5% (compared with 3.5% budgeted) and only around 50% of this increase was funded. Unexpected expenditure on repairs and maintenance included: £20k on urgent shower repairs, £15k for Head's house decorating and carpeting and £20k on boarding refurbishment. In 2023/24 there were student numbers of 220 boarders and 399 day students, compared with a budget of 214 boarders and 619 day students. Boarders were 36% of the total number of students. There were closing reserves of £444k in August 2024 compared with £454k reserves at the start of the year. The year-end bank account was £2.2 million. Governors thanked RDO and the finance team for their excellent work throughout the last financial year.</p> <p><u>Revised Forecast PO Budget 2024/25</u> The revised budget reforecast for 24/25 shows an operating surplus of £20k (0.2% of income). There is a decrease of £47k of boarding income compared with the original budget, due to 3 less Year 12 boarders, an addition of £12k in bursaries and £5k in scholarships. The year-end increase to reserves is reforecast as £7k, however this is based on a spend of £150k on capital expenditure and in June Governors agreed to a reduced spend of £100k on capital expenditure. It was noted that teaching costs as a percentage of expenditure for 24/25 is now forecast to be 72% and that ideally this would be under 70%. It was agreed that GCC would discuss teacher recruitment (including ECTs). Capital expenditure for 24/25 includes the final costing for Eton Fives, floodlights for the astroturf and an oven which requires repair. This will be discussed in more detail at GFC.</p>	<p>GCC</p> <p>GFC</p>
<p>9</p>	<p><u>Nominations and Successions Committee</u></p>	
<p>9.1</p> <p>9.2</p>	<p>Governors received the Part 1 minutes of the NSC meeting on 12th September.</p> <p>SDU, GM and TA have met several individuals who have expressed an interest in joining the Governing Body as an "Eton connected" governor. Of these individuals, two have been identified who have suitable skills and</p>	

9.3	<p>experience for the role. There is currently one vacancy on the Governing Body. It is planned that over the next few months, these two individuals will be invited to the College to meet BP and AIN, with a view to recruiting them to the Governing Body when there are vacancies available.</p> <p>TA has expressed an interest in joining GFC and Governors approved TA's appointment as a member of GFC.</p>	GM
10	Policies	
10.1	<p><u>Complaints Policy</u> The DfE has contacted the College to highlight a small change which is required to the Complaints Policy so that it will be compliant with statutory requirements. This change has been made to the policy and Governors approved the amended policy. A further review of this policy will take place over the next few months.</p>	AIN
10.2	<p><u>Admissions Policy</u> RBWM have highlighted a slight discrepancy on the College catchment area map, which did not entirely correspond to the current boundaries for the Parish of Bray. The map has been updated with the correct boundaries and Governors approved the updated map. It was noted that the new map will be used for admissions in September 2025.</p>	
10.3	<p><u>Complaints Committee Terms of Reference</u> These Terms of Reference have been updated to bring them in line with the current Complaints Policy. Governors approved the Terms of Reference. It was noted that in future when policies and Terms of Reference are updated, references to the Head Master will be amended to Headteacher, to reflect AIN's official job title.</p>	SLT/LC
11	Chair's Action: to note any urgent action taken by the Chair since the last meeting	
11.1	None.	
12	Governance Update	
12.1	<p><u>Safeguarding Training</u> A Safeguarding Training session for Governors took place before the main FGB meeting (see Item 1).</p>	
12.2	<p><u>Other available training</u> Details of available training from Achieving for Children has been circulated to Governors and posted on GovernorHub. Governors suggested that it would be useful to be able to access training online and it was agreed that LC would circulate log- in details for National College training to all Governors.</p>	LC
12.3	<p><u>Changes to the Academy Trust Handbook (September 2024)</u> The recent changes to the ATH were noted and it was agreed that GFC would examine these changes in more detail at the next meeting.</p>	GFC
12.4	<p><u>Governor Visits</u> CMJ has visited WBO and RDO to conduct a check of the Single Central Record. CMJ reported that the SCR is up to date and in good order. SLT have been invited to make suggestions for focus areas for Governor visits and have suggested that a useful focus area this year would be the use of iPads at the College. When arranging a visit, it is requested that Governors notify the relevant member of staff and copy in AIN.</p>	
12.5	<p><u>Amended Meeting Schedule for 2024/25</u> Governors received the amended Meeting Schedule for 2024/25.</p>	
12.6	<p><u>KCSIE September 2024</u> All Governors have been asked to read KCSIE September 2024 Part 1. LC will send out reminders to those who have not yet confirmed that they have read this.</p>	LC
13	AOB	

13.1	Part 2 item. The meeting closed at 7.30pm.	
14	Date of next meeting	
14.1	Thursday 5th December 2024 at 5.00 pm	

Signed:

Date:

Bruce Powell (Chair)