

**Approved Minutes
Meeting of the Governing Body (GB) of
WEST JESMOND PRIMARY SCHOOL (WJPS)
Tuesday 4 July 2017**

Present:

Jane Edminson (Chair)

Arlene Ainsley, Ishy Bruce, Clare Byatt, Henry Cave, Laura Cordy, Lee Cranston, Julia De Soyza, Adam Goldwater, Deborah Hainsworth, Jill Hetherington, Cathy Hogan, Dominic Martin, Xanthe Mills, Laura Robb, Paul Simpson, Freda Summerfield, Gary Wallis-Clarke (Executive Headteacher) and Nicky Wise

Governors in post - **20**; quorum - **10**; governors present – **19**

The meeting was quorate

In attendance:

Claire Hepple ~ Governor Services

1. Welcome

Governors were welcomed to the meeting by the Chair at 6.05pm. The Chair thanked Jill Hetherington for organising a meal for governors after the meeting to mark the end of the academic year.

2. Apologies for absence

An apology for absence had been received and was **accepted** from David Griffiths.

3. Appointments / membership update

Governors had previously been advised that the terms of office for Clare Byatt, Staff Governor, and Freda Summerfield, Parent Governor, would end in December 2017; this would receive further consideration at the GB meeting in October 2017.

4. Declaration of Interests / GB Code of Conduct

All governors had completed Register of Interests forms and had signed the GB Code of Conduct. There were no additional or revised pecuniary or personal interests declared.

5. Identification of additional items not on the agenda

The following additional items were identified:

- The Chair and governors congratulated Dominic Martin, Head of School, for successful completion of the National Professional Qualification for Headship (NPQH).
- An update on Heaton Manor School would be provided under Trust update, Item 12.
- Fire Safety would be discussed under Safeguarding / health and safety / risk management items, Item 17
- A Road Scheme update would be provided at this point in the meeting.

Road Scheme update

Dominic Martin had met representatives from Streets for People who had outlined a coherent idea; the school would formulate a response in due course.

The Chair had met a former councillor to discuss traffic issues and reported that the councillor had held the mistaken belief that the school was happy with current traffic arrangements around the school. The councillor had been referred to Arlene Ainsley and Jill Hetherington for further discussion.

Arlene Ainsley reported that she had attended a meeting with Streets for People earlier that day at which recommendations had been made. Arlene Ainsley would be able to sign off recommendations in her capacity as Councillor for Transport and Air Quality on the cabinet. Arlene reported that closures to some roads outside schools were under consideration and whilst it had been reported that the school supported the closure of Tankerville Terrace, this was not the case. Dominic Martin noted that the school drew pupils from a large number of areas and that closure of the road would impede their access to school. The Executive Headteacher pointed out that the school was not the only school on Tankerville Terrace and blocking the road would cause disruption for other schools on the route. **A governor queried how the school could correct erroneous statements attributed to the school.** Arlene Ainsley suggested that such statements may originate from a single source.

A survey to compare air quality over the summer holiday and the first six weeks of the autumn term would be undertaken. Arlene Ainsley felt that other schools in the city may experience poorer air quality than this school. **In response to a governor who pointed out that lots of students lived in the area and this may impact the results,** Jill Hetherington clarified that it was a comparison between the quietest time and the most busy time.

6. Draft minutes of previous governing body meeting

The draft minutes of the GB meeting held on 23 May 2017 were attached and **approved** with no confidential items declared.

7. Matters arising from the above minutes

Welcome and apologies for absence (page 1)

Further to the second postponement of the Poverty Proofing training, Dominic Martin had contacted Children North East to cancel the training and to request a refund which had been given. An offer made by Children North East to provide the training free of charge had been declined.

Poverty Proofing briefing (page 2)

Dominic Martin confirmed that a list of dates of trips and associated costs would be provided to parents at the beginning of the academic year.

(page 3)

The Poverty Proofing report had been circulated to governors.

Pupil Premium update (page 3)

The Chair queried whether achievement made by Looked After Children (LAC) would be monitored and confirmed that she and Julia De Soyza, Link Governor for Vulnerable Pupils, would follow this up during the next academic year. Dominic Martin responded that some LAC pupils were also eligible for Pupil Premium funding.

Action: Chair and Julia De Soyza

(page 4)

The Finance Committee would review the report which tracked Pupil Premium spending in 2017 – 2018.

Action: Paul Simpson, Chair of Finance Committee

Identification of additional items not on the agenda (page 5)

In line with governors' wishes, the Executive Headteacher confirmed that parents of pupils in Reception and Year 6 had not been informed of their childrens' height and weight measurements.

The Executive Headteacher confirmed that he had attended a meeting of the Northern Powerhouse Partnership.

Matters arising from the above minutes (page 6)

Henry Cave, David Griffiths, Laura Robb, Freda Summerfield and Nicky Wise expressed an interest in the electronic sharing of information using Office 365; Paul Simpson would progress this.

Action: Paul Simpson

The Chair reported that she had contacted Ian Clennell, Clennell Education Solutions, to obtain information about how his team were accredited and trained, however, she had not received a clear answer. Dominic Martin informed governors that Safeguarding leads in the Trust received training to Newcastle Safeguarding Childrens Board standard; it was unknown whether Ian Clennell's training was comparable.

Julia De Soyza had written an account of her meeting with Cathy Hogan and this had been circulated with papers for the meeting.

Repairs to locks on toilet doors had been added to the repair list.

Self Evaluation Form (SEF) update (page 8)

The Executive Headteacher would email the SEF to governors in the autumn term of 2017 – 2018.

Action: Executive Headteacher

Dominic Martin and Nicky Wise would liaise to arrange a date for a SATs Data meeting later this term.

Action: Dominic Martin and Nicky Wise

Local Authority reports – summer term 2017 (page 10)

Arlene Ainsley, Chair of Pupil Support Committee, confirmed that questions posed by Dean Jackson's report on Attendance in Newcastle Schools and Academies, summer term 2017, had been discussed at a meeting of the committee.

(page 11)

Governors confirmed that they had read the report, Monitoring School Finances, summer term 2017. It was confirmed that members of the Finance Committee had

begun to consider financial risk factors which may apply to the school.

Laura Robb, Chair of Personnel Committee, confirmed that any relevant points from the Update on HR Issues report, summer term 2017, had been considered by members of the committee.

8. Poverty Proofing feedback

Following circulation of the Poverty Proofing report to governors, the Executive Headteacher asked for feedback.

A governor felt that whilst interesting and useful to receive a different viewpoint, the report had been 'joyless'.

Dominic Martin pointed out that because of the many different cultural values in school, actions such as bringing a birthday cake to school which would have great significance in other schools, were of no major significance in this school. He also felt that the viewpoint of single pupils had appeared to generate an action and that this may not be representative of the views of many pupils. The process of internal scrutiny had made staff think about issues in greater depth and had led to a recognition that increasing numbers of families experienced financial difficulty. There had been recognition by staff that, for example, setting work based on where pupils had travelled on holiday was unacceptable. Dominic Martin confirmed that he had edited the action plan but that it required further reduction.

Action: Dominic Martin

It was confirmed that relevant staff were paid the Newcastle Living Wage.

A governor asked how much homework required the use of a computer. The Executive Headteacher responded that this applied to much homework, however, work was also replicated on paper.

It was noted that the issue of 'cold writing' had not been linked to poverty.

A governor asked how much the Robinwood Residential trip would cost and what the timeline for payment was. The trip would cost £250.

A governor asked if parents would be able to pay for trips in instalments; the school would aim to provide this. Dominic Martin confirmed that the school would continue to seek better offers and consider options in the locality. He noted that year groups had been given additional money this year which would be used to reduce the costs of trips to under £10 per pupil per trip.

9. School Improvement

Executive Headteacher's Report

The following documents had been circulated prior to the meeting:

- Executive Headteacher's Report
- Planning, Preparation and Assessment (PPA) timetable 2017 – 2018
- Staffing, September 2017

The following documents were tabled:

- Year 2 Attainment and Progress Summary 2016 – 2017
- Year 6 Attainment and Progress Summary 2016 - 2017

The Executive Headteacher began by highlighting great political change, unrest and recent national events which the country had endured. He felt that HM Queen Elizabeth's recent statement that *'put to the test, the United Kingdom has been resolute in the face of adversity'* resonated with the experience of the school.

The Executive Headteacher highlighted the following:

- The school had encountered many issues this year and had received very little guidance from either the Local Authority (LA) or the Department for Education (DfE). The pupils were the school's first priority; their academic attainment and involvement in many activities were testament to this.
- A pupil of the school had been injured whilst at an event to celebrate Eid al-Fitr. It was reported that parents of pupils at the school had rallied around and members of the wider community had offered their support. **A governor expressed his thanks to the school for the way it had addressed the matter with pupils.**

Key Stage (KS) 2 results

Results which had been published at midnight confirmed that the school moved from strength to strength. The complete data set had already been analysed.

- 95% of pupils had achieved the expected standard in Maths (compared to 84% in 2016 and a national figure of 75% for 2017). 53% of pupils had achieved greater depth standard in Maths compared to 37% in 2016. The national figure for greater depth standard in Maths in 2016 had been 17%.
- 84% of pupils had achieved the expected standard in Reading, the same percentage as in 2016. The national figure for 2017 was 71%. 40% of pupils had achieved greater depth standard in Reading compared to 36% in 2016. The national figure for greater depth standard in Reading in 2016 had been 19%. Reading remained challenging for the school.

A governor asked how Reading was measured and was informed that was through a written comprehension test. A pupil would need to score 26 marks out of 50 this year to achieve 100.

- 91% of pupils had achieved the expected standard in Writing (compared to 89% in 2016 and a national figure of 76% for 2017). 26% of pupils had achieved greater depth standard in Writing compared to 25% in 2016. The national figure for greater depth standard in Writing in 2016 had been 15%.
- 92% of pupils had achieved the expected standard in Spelling Punctuation and Grammar (SPAG) (compared to 91% in 2016 and a national figure of 77% for 2017). 43% of pupils had achieved greater depth standard in SPAG compared to 49% in 2016. The national figure for greater depth standard in SPAG in 2016 had been 22%.
- 82% of pupils had achieved the expected standard in Reading, Writing and Maths (compared to 76% in 2016 and a national figure of 61% for 2017). 18% of pupils had achieved greater depth standard in RWM compared to 11% in 2016. The national figure for greater depth standard in RWM in 2016 had been 5%.

- 100% of pupils had achieved the expected standard in Science (compared to 97% in 2016 and a national figure of 81% in 2016). There were no figures for greater depth standard in Science.

The Chair queried whether Science would receive external examination. The Executive Headteacher replied that last year a random sample of pupils had answered test questions, however, this had not been built upon or reported. Analysis of these results may contribute to the creation of a future Science test.

The Chair asked what the previous attainment of the cohort had been. The Executive Headteacher replied that there had been 83 pupils in the Year 6 cohort, six of whom had been disapplied as they had only recently arrived in the UK. He also noted that a significant number of pupils in the cohort had not been in the country or in education in Year 2 and that many pupils had joined the school during the course of KS2. It was possible to track the performance of individual pupils and analysis of progress would inform the School Development Plan (SDP). There was a picture of solid progress across the school which was a tribute to the hard work of the staff. It had been a huge team effort and great progress had been made by pupils.

The Chair asked if staff and pupils had been happy with the results; this was confirmed. Teachers would speak to each pupil individually to work through their outcomes.

A governor asked if the 78% of Pupil Premium pupils who had achieved the expected standard in Maths, Reading and Writing in Year 6 were identifiable; this was confirmed. Dominic Martin noted that pupil progress meetings would be held and based upon the individual attainment for each pupil the next incremental step would be identified.

A governor queried the expected standard percentages for Year 6 SEND pupils which had dropped from last year in Maths, Reading and Writing (43%, 14% and 29% compared with 44%, 56% and 56% respectively). The Executive Headteacher replied that there were eight SEND pupils in Year 6 with considerable needs and whilst they would previously have achieved a Level 4 under the old assessment regime, they now faced a higher expected level. He pointed out that it was difficult to compare one SEND cohort with another. 14% of SEND pupils had dyslexia which meant that the Reading test had been difficult. **A governor asked if these pupils were given more time for the test;** this was confirmed with 25% more time being added for pupils with dyslexia.

Early Years Foundation Stage (EYFS) and KS1

- 83% of Reception pupils had achieved a Good Level of Development. The national average in 2016 was 66%.
- 91% of Year 1 pupils had passed Phonics. The national average in 2016 was 81%.
- A cumulative pass rate for Year 2 pupils in Phonics was 97%. The national average in 2016 was 91%.
- Year 2 data was very strong with a strong evidence base. LA moderators had not changed any judgement made through teacher assessment.

The Chair noted that results from schools in Trust had improved and this could be tracked back to moderation.

Staffing

- Leadership had evolved with future leaders either promoted or moving on. The Executive Headteacher noted that new systems emerged. Cathy Hogan, Special Educational Needs and Disabilities (SEND) Co-ordinator (SENDCO) and Verity Groot, bi-lingual and multi-lingual teacher, had conducted pupil reviews which he had not been required to micro-manage.
- Five new teachers, three of whom had been Newly Qualified Teachers (NQT)s at the school, would begin work in September 2017 and would contribute to energizing the school.
- Attendance at the Northern Powerhouse Partnership meeting in Manchester had led to the Executive Headteacher's realisation about how good the school was. He had been the only person from the North East of England in attendance and had spoken about careers and aspirations and the Health Careers fair held in the school; many attendees had been keen to learn more.

Curriculum

Curriculum was in a strong position with new projects in year groups, more information on the school's website, greater participation in sports and extra-curricular activities, Shakespeare in Schools and Scottish Opera partnerships.

Ouseburn Learning Trust

- There was greater openness between schools in the Trust with regard to data and with sharing expertise. For example, if a school had performed brilliantly at spelling, other schools within the Trust would be welcome to review their practice.
- Work of the Trust would focus on three strands in 2017 – 2018: The Whole Child, School Improvement (which the school would lead) and Monitoring and Impact.

Budget

The budget was in a healthy financial position; the Teaching School had grown and there had been a corresponding increase in income. A surplus of £171,580 from 2016 – 2017 had been carried over to the new financial year.

Pupil numbers and admissions

- The number of pupils on roll stood at 614.
- There had been approximately four appeals for places in school, one of which had been successful.
- Figures for destinations of Year 6 pupils leaving the school were provided. 24 pupils would transfer to Heaton Manor School; the figure had not decreased upon the previous year, however, it was pointed out that applications had been made before the Ofsted judgement on Heaton Manor School.

Achievement Partner

Margaret Armstrong, the school's Achievement Partner (AP), had made her first visit to the school on 20 June 2017 and had toured the school. Margaret had produced a baseline report which had been emailed to governors in advance of the meeting. It

was noted that Margaret had challenged staff and had asked the right questions. Margaret would make three visits over the course of the academic year.

The Chair asked how the quality of teaching had been assessed and how often members of the Senior Leadership Team (SLT) would visit classes to make an assessment. The Executive Headteacher replied that assessments were based upon 'book looks' and termly walks around school. He added that Margaret Armstrong would assess teaching in the company of members of the SLT.

A governor highlighted the high number of boys in Year 2 compared to the number of girls, 55 and 35 respectively. The Chair referred to a recent letter sent to parents about a class organisation policy which explained the rationale for rearranging classes to address situations such as these.

Self Evaluation Form (SEF)

The SEF would be emailed to governors in the autumn term, as discussed earlier in the meeting.

School Development Plan update

This would be dealt with through committees and had been referred to in the Headteacher's Report.

Nicky Wise had given apologies earlier for her early departure from the meeting, leaving during this item at 7.02pm.

10. Teaching School Update

The following update was provided:

- The Grant Collaborative Fund form had been completed and detailed audits had been submitted.
- School to school support for Hawthorn Primary School would continue.
- The school had received £60,000 for being a Teaching School and £9,000 for the Executive Headteacher being a National Leader of Education.
- The school was virtually an accredited body for NQTs and would charge for this service although the school would be unable to accredit its own NQTs.
- Rebecca McVittie, Assistant Head for School Improvement, would lead the School Direct Training Programme. There would be six trainees in 2017 – 2018 working across different schools.
- There would be ten students in 2018 – 2019 who would be charged £5,000 per placement.
- The leadership structure had been reviewed with regard to roles and responsibilities for different areas.
- A culture bridge session would be held.
- A representative from the school attended Science Lead Network meetings once a term.
- Work continued to support a small trust of schools in Hartlepool.

The Chair commented that she felt that work of the Teaching School was now embedded into the life of the school.

11. **Achievement Partner's Report / Notes of visit**

School Improvement Adviser Familiarisation Visit Report, 20 June 2017, by Margaret Armstrong had been emailed to governors in advance of the meeting.

The Executive Headteacher expressed the view that the report had been more comprehensive than expected and that he had liked the format of the report. He advised that the school may expect a Specialist Subject Inspection. Margaret Armstrong had noted that:

'The executive head teacher and senior leaders keep a very close eye on changes to the inspection process and take external advice to ensure the school is very well prepared should the school be selected for a specialist subject inspection'.

A governor asked if there had been anything identified which required improvement. The Executive Headteacher replied that the next report to be produced by Margaret Armstrong would identify areas to improve upon.

12. **Trust Update**

The Chair provided the following update:

- An emergency board meeting had been held on 30 June 2017 because the Regional Schools Commissioner had asked the schools to consult on a preferred sponsor of Heaton Manor School. The preferred sponsor had appeared as Gosforth High School. Shirley Mills, Chair of Heaton Manor School GB had requested information about other choices. The Chair noted the benefit of a local school as sponsor, albeit one with 'lots on its plate'.
- The Trust had been supportive of Gosforth High School and noted that they would like to ensure the continuation of the Heaton Manor School ethos. Gosforth High School staff were already in place at Heaton Manor School.
- Heaton Manor School would no longer be part of the Ouseburn Learning Trust.
- The Chair would join the Executive group.

A governor asked if this was a permanent or temporary sponsorship; it was clarified that it was a permanent arrangement and that Heaton Manor School would become part of the Gosforth Schools' Trust.

A governor noted that parents currently felt great uncertainty and was informed that the school would endeavor to share more information with parents.

A governor queried why there had been emphasis placed on a choice of sponsor when there had been no choice.

A governor queried what would happen to Andy Gaskill, Trust Manager, and Hannah Hales, Administrative Assistant. The Executive Headteacher stated that both Trust employees had worked very hard and their future with the Trust would receive due consideration. Both Trust staff had been relocated to Chillingham Road Primary School.

A governor asked when the sponsorship would become official. The Chair advised that Gosforth Federation GB had reached the second stage of due diligence

and that legal and financial would be the next stage of due diligence. September 2018 would be the earliest point at which Heaton Manor School would academise.

A governor asked when Heaton Manor School would leave the Trust. This would be a decision for Gosforth High School to make as they had interim leadership.

The Executive Headteacher reported that Karen Blackburn, current Acting Headteacher of Heaton Manor School, was keen to talk to parents.

The Executive Headteacher commented that the meeting had been emotional. He also acknowledged there was parental uncertainty. Shirley Mills had since stepped down as Chair of Governors at Heaton Manor School and governors wished her well.

A governor asked if this was public knowledge; this was confirmed.

A governor asked how this affected the school. The Chair acknowledged that it was unknown how the school would be affected but that she would continue to keep governors updated.

13. Reports from committees / individual and link governors / governor visits / governor development and training / GB self-evaluation

The following reports were circulated prior to the meeting:

- Governor Visit Report from Julia De Soyza, 23 March 2017
- Minutes of Finance Committee meeting, 9 May 2017
- Minutes of Curriculum Committee meeting, 16 May 2017
- Governor Visit Report from Julia De Soyza, 22 May 2017
- Minutes of Pupil Support Committee meeting, 19 June 2017
- Minutes of Personnel Committee meeting, 21 June 2017

The Chair thanked Julia De Soyza for her reports and observed that she had learnt a lot about SEND through reading the reports.

Julia De Soyza asked if it was feasible for the school to begin to screen pupils itself. The Executive Headteacher replied that this would be considered as a Trust wide action. Cathy Hogan, SENDCO, would attend a Trust meeting later this term.

The Executive Headteacher advised that there may be changes to High Needs funding for SEND as it had regularly been overspent by £3.5m. A place in a special school in the city cost £9,000 whereas a place in a private special school cost £45,000. Dean Jackson, LA Lead Assistant Director, Education and Skills, had indicated that this could no longer be afforded and that school budgets would have to cover any overspend in future.

Committee membership

Laura Robb advised that she had re-balanced governor membership of committees to ensure that no committee membership was too large. Membership of committees in 2017 – 2018 would be as follows:

Personnel (Wednesday)

Laura Robb (Chair)
Jane Edminson
Jill Hetherington
Xanthe Mills
Freda Summerfield
Gary Wallis-Clarke

Finance (Tuesday)

Paul Simpson (Chair)
Henry Cave
Lee Cranston
Jane Edminson
David Griffiths
Dominic Martin
Wendy Mar
Gary Wallis-Clarke

Curriculum (Tuesday)

Nicky Wise (Chair)
Clare Byatt
Laura Cordy
Jane Edminson
Adam Goldwater
Deb Hainsworth
Dominic Martin
Laura Robb

Pupil Support (Monday)

Arlene Ainsley (Chair)
Ishy Bruce
Julia De Soyza
Jill Hetherington
Cathy Hogan
Rebecca McVittie
Nicky Wise

Pay Review: Laura Robb (Chair), Jane Edminson and Xanthe Mills

Headteacher's Pay Review: Jane Edminson (Chair), Xanthe Mills and Nicky Wise

Laura would email the list to governors.

Action: Laura Robb

Governor training

- The Chair had attended Fischer Family Trust training on 4 July 2017.
- Nicky Wise had attended a Cultural Bridge session for governors.

Complaints

The Chair advised that in the first instance any complaint about the school should be sent to the school to process and should not be given to governors to deal with.

14. Governing Body review

Governors had been asked to complete an End of Year GB evaluation, July 2017, circulated prior to the meeting and to bring it to the meeting. Completed evaluations were collected by the Chair who would feedback findings at the GB meeting in October. Governors who had not completed the End of Year GB evaluation were asked to do so.

Action: Chair and Governors

15. Policy Review

The following policies were **approved**:

- Attendance Policy, v 6.0
- Child Protection Policy, v 7.0
- Class Reorganisation Policy, v 1.1
- Procedure for handling complaints about the school, v 2.1
- E-Safety Policy, v 4.0, 6 December 2016
- Safer Recruitment Policy, v 2.0, 6 December 2016
- Sex and Relationships Policy, v 3.1

Managing Medication in School Policy, v 4.0, 6 December 2016, would be subject to further discussion.

Action: Dominic Martin

16. Financial Items

Primary PE / Sports funding, allocation update

The school had received £10,611 in 2016 – 2017.

SEND funding, allocation update

The school had received £7,000 in 2016 – 2017 for two pupils. Governors were informed that schools had to find the first £6,000 for each pupil.

Statement of Internal Control

Governors **approved** the Statement of Internal Control.

17. Safeguarding / health and safety / risk management items

A letter from Ewen Weir, LA Director for People and Tom Warburton, LA Director of Place to Headteachers and Chairs of Governors, with regard to Fire Safety in Schools, 30 June 2017, was tabled.

The letter informed Headteachers and Chairs of Governors that the LA would undertake a review of school buildings and fire safety practice across Newcastle to ensure compliance, identify issues and potential mitigation needed. The letter stated that the responsibility for fire safety in foundation trust schools was that of the GB.

Dominic Martin informed governors that there were combustible materials in the building and Aurora would review their entire estate and publish the findings. There was a need to know how flammable the building was. Dominic expressed his

concern that if certain parts of the building were on fire, the current evacuation area was very close to the building and he felt there would be a need to evacuate beyond the school site and into the surrounding streets.

A governor queried how gates out of school were opened and was informed that all members of staff had a key to unlock gates.

Clare Byatt, Staff Governor, noted how during fire drills, obstacles such as blocked stairways or hidden pupils were deliberately arranged to present challenges for staff.

Both the LA and Aurora had conducted fire safety audits, results of which had previously differed. **Governors felt reassured that two different organisations had conducted audits.**

There was a full sprinkler system in place and **a governor asked if sprinkler systems had been checked.** The Executive Headteacher believed that they had been.

Dominic Martin felt that pupils may become increasingly anxious if the school began to increase the number of fire drills.

A Critical Incident Plan was in place and would be followed.

18. Dates and times of future GB and Committee meetings

A timetable of meetings 2017 – 2018 had been circulated prior to the meeting and were **agreed** by governors.


GB meetings would be held on the following dates:

- 10 October 2017
- 5 December 2017
- 30 January 2018
- 27 March 2018
- 22 May 2018
- 10 July 2018

All GB meetings would begin at 5.45pm for 6pm.

The Executive Headteacher invited governors to the Concordia Festival which would take place at the Sage, Gateshead, on Friday 7 July 2017. The school would be among seventeen schools participating.

There was no further business; the Chair thanked governors for attending and closed the meeting at 8pm.

Signed  Date 10/10/17
Chair of Governors

