

**LONDON BOROUGH OF HAVERING**

**BRITTONS SCHOOL GOVERNING BODY**

Minutes of the Meeting of the Governing Body held at the School  
on 10 July 2001

**PRESENT:**

	Mr. C. Saunders (Chairman)	
Cllr. T. Binding		Ms. S. Rolland
Miss J. Bourner		Mrs. A. Rootes
Mr. K. Cullwick		Mrs. S. Roots
Mr. D. Lel		Mrs. B. Saunders
Mrs. C. McBride		Mr. R. Sheffield
Mrs. R. Reynolds		Mr. R.B. Woods

**In Attendance:**

Mr. D. Ingham	Clerk
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1. **KEY STAGE THREE LAUNCH**

The Chairman reported that the Governing Body had been invited to send a representative to the Launch which was to be held on 18 July. Mr. Lel said that he would hope to be able to attend.

2. **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Mr. P. Gordon and Mr. L. Scott. The Reverend Dr. Love and Mr. Bull also did not attend. Consent was given to all of the absences.

3. **MEMBERSHIP OF THE GOVERNING BODY**

It was noted that there were currently vacancies for a teacher and the staff governor. It was also noted that Mr. Bull's term of office would come to an end on 30 September 2001.

4. **MINUTES OF THE LAST MEETINGS**

The minutes of the meetings held on 5 April and 14 June 2001 were confirmed and signed as true records.

5. **MATTER ARISING FROM THE MINUTES**

Vodafone Contract (Minute 4 of 14/6/2001 refers)

The Principal reported that Vodafone were proposing to upgrade the current radio mast. In so doing the company would be prepared to increase its annual rental to £10,000 and would also offer £20,000 up front which could be used for upgrading the Science Laboratories. Following discussion the Governing Body both approved the new rental figure and the upgrade proposal.

## 6. CHAIRMAN'S ACTIONS

The Chairman reported that he had given his approval for the PE Department to run a Summer School sports camp from 23-27 July 2001 and had also approved that an insurance refund could be used for redecoration work.

## 7. REPORT OF THE PRINCIPAL

The Principal's report was received and major matters of interest discussed as follows:

### i) Minutes of Committees/Working Groups

The minutes of the following meetings were noted:

- a) Personnel Committee, 1 May 2001
- b) Finance and Facilities Committee, 5 April 2001
- c) Curriculum Committee, 15 May, 2001
- d) Pastoral Committee, 2 May, 2001
- e) School Council, 1 May 2001
- f) PTA, 26 April 2001

Arising from the Personnel Committee meeting, the Governing Body was pleased to note that the School should be fully staffed from September 2001 despite the difficult national outlook for teacher recruitment.

Arising from the Finance and Facilities meeting, the Principal confirmed that the position regarding the external auditors would be clarified by the LEA shortly. He also reported that now the School had received Technology College Status, the Governors would need to put mechanisms in place to monitor the School's additional resources (£680,000).

Arising from the Curriculum Committee meeting the parents had attended a meeting on 12 June 2001 to discuss changes in the School's approach to science teaching. The parents had been impressed by what the School was trying to develop and achieve.

Arising from the School Council meeting, the Principal confirmed that staff had already been asked for ideas for celebrating the School's 50<sup>th</sup> Anniversary in 2002. He would keep governors up-to-date with proposals.

The Governing Body noted the discontinuation of the School PTA but were informed that the Friends of Brittons School Association was still in existence.

### ii) Key Strategic Issues

- a) Laboratory Refurbishment – the Principal described the changes which would be undertaken during the summer break.
- b) The Key Stage Three Strategy – This represented a major development to assist pupil progression between Key Stages 2 and 3.. The Principal agreed to keep the Governing Body informed of developments.
- c) Technology College Status – The Principal confirmed that the additional resources would focus on capital spending, educational equipment, training, community initiatives and curriculum changes. The governors would be required to monitor

expenditure carefully and following a significant discussion the governors agreed to establish a Technology College Steering Group as follows:

Miss J. Bourner (Chair)  
 Mrs. C. McBride  
 Mr. T. Binding  
 Mrs. A. Rootes  
 Mrs. S. Roots (Vice-Chair)

The Principal confirmed that the School's letterheads and signs would need to be changed and there were some mandatory logos that would need to be incorporated. The Governing Body approved expenditure of £5000 for a corporate sign package. They received a draft letterhead design and agreed that the Principal should determine the final version.

d) Orange Telecommunications

Following the Governing Body meeting of 14 June when representations from the Orange Team had been received, it was now the responsibility of the Governing Body to determine whether they wanted to support the proposal to site a radio mast within the School grounds. Following significant discussion the Governing Body voted on this issue. All Governors (with one abstention) voted in favour of taking it to the next stage. The next stage would be to consult parents. It was agreed that the style of the consultation was a key issue and it was determined that several meetings would be preferable to one large meeting and that these meetings would be organised separately: Year 7, Year 8, and a joint meeting for Years 9, 10 and 11. Parents would be able to ask questions, both formally during the meeting and informally over refreshments. In addition a questionnaire would be provided for parents to submit written responses. Both the Orange Team and the external Consultant would be invited to the meetings which would be held during the early part of October 2001. The Principal and the Chair of Governors would draft the programme and circulate to governors for comments.

8. **GOVERNOR TRAINING**

The following were determined/discussed:

- i) Sharon Roots was appointed as the Link Governor.
- ii) Mrs. A. Rootes reported on a recent Behavioural Support Session she had attended and which had been very helpful and informative.
- iii) Governors would give detailed attention to training needs and bring back their views to the next meeting of the Governing Body.
- iv) The vacancy on the Association of Havering Governors would remain unfilled at present.

9. **LEA/GOVERNING BODY PARTNERSHIP**

The report as attached to the Agenda papers was noted. In addition, the Principal referred to admission policies and stated that the School would need to consider consulting with the Local Authority on a change to the current admission criteria given that it had now achieved

Technology College Status. For example, from September 2003 it might be appropriate for 10% of the School's intake to be determined according to aptitude for technology. The Governing Body would need to undertake its consultation with the Local Education Authority during the Autumn term 2001.

10. **ITEMS FOR THE NEXT AGENDA**

It was agreed that the training issue (see above) would be a useful Agenda item for the next meeting.

11. **ELECTION OF CHAIR AND VICE-CHAIR**

The governors noted the requirement that the Autumn term Agenda papers would need to include a list of those governors who wish to stand for election.

12. **DATES OF MEETINGS**

It was agreed that the next Annual Meeting with Parents would take place on 24 January, 2002. The School calendar of meetings would be sent to governors and the local authority in the near future with all the various committee meetings and Governing Body meeting dates included.

**Chairman** .....

**Date** .....

**LONDON BOROUGH OF HAVERING**

**SCHOOL GOVERNING BODY**

Meeting held on

**PRIVATE AND CONFIDENTIAL**

**Chairman** .....

**Date** .....