

**EXTRAORDINARY MEETING OF THE WANSTEAD HIGH SCHOOL GOVERNING BODY  
HELD ON MONDAY 28<sup>th</sup> NOVEMBER 2022**

**MINUTES**

**Present:** Mr David Wills (Chair) (DW) Co-opted Governor

Headteacher: Ms Emma Hillman (EH) – Head Teacher

**Co-opted Governor**  
 Ms Liz Smith (LS) Co-opted Governor  
 Ms Noreen Sarwar (NS) Co-opted Governor  
 Ms Donna Cini (DC) Co-opted Staff Governor

**Parent Governors**  
 Ms Maggie Leggett (ML) Parent  
 Mrs Sara O’Donnell (SO) Parent

**Staff**  
 Mr Ian Sweet (IS) Staff  
 Mrs Veronica Knock

**In attendance:** Helen Davies, Clerk to the Governing Body

**MINUTES**

**Summary of agreements and actions**

<b>Minute</b>	<b>Formal agreements and/or actions identified</b>	<b>Action By</b>	<b>Due Date</b>
5.2	Clerk to contact Governor Services to establish is changes to the Instrument of Government can be changed	HD	12/12/2022
7.5	APPROVED – The Governing Body approved the choice of interviewed potential Governors to be invited to join the Governing Body	ALL	Next FGB meeting
8.1	DW agreed to draft invites to interviewed potential Governors.	DW/HD	Asap
8.4	Unsuccessful interviewees are also to be emailed.	DW/LS/HD	Asap
11.1	LS and DW agreed to draft letter to Colin Stewart and Adrian Loades (Redbridge) about lack of response to EH’s emails	DW/LS	Asap
11.2	SO agreed to speak with her husband about a Management Plan regarding building works.	SO	Next FGB meeting
12.4	APPROVED – the reinstating restrictions on extreme hair colours in the Uniform Policy.	ALL	Immediately

**1. WELCOME AND APOLOGIES FOR ABSENCE**

- 1.1 There were no apologies for absence.
- 1.2 The meeting was quorate with 8 Governors and the Headteacher present.

## **2. DECLARATION OF INTERESTS**

There were no declarations of interest.

## **3. ELECTION OF A TEMPORARY CHAIR FOR THIS MEETING**

David Wills (DW) agreed to be the temporary Chair for this meeting.

## **4. ELECTION OF A TEMPORARY VICE-CHAIR OF THIS MEETING**

Liz Smith (LS) agreed to be the temporary Vice Chair for this meeting.

## **5. MEMBERSHIP OF THE GOVERNING BODY**

5.1 The Clerk advised that Ian Sweet's term off office would end on 10<sup>th</sup> December possibly creating a vacancy for an elected Staff Governor.

5.2 The Clerk agreed to contact Governor Services to establish if we can change the current Instrument of Government, which state we should have one elected staff governor, to two.

## **6 CHANGES TO THE INSTRUMENT OF GOVERNMENT**

6.1 After contacting the Borough's Governor Services, they agreed that the number of parent governors can be changed from 3 to 2 in the Instrument of Government if all Governors agree to it.

**Q Are we restricted to 2?**

**A No, 2 is the minimum we can have.**

6.2 It was agreed that the Instrument of Government would be on the Agenda for the Full Governors Board meeting on 12<sup>th</sup> December.

## **7. APPROVAL OF NEW GOVERNORS**

7.1 First of all the Governing Body acknowledged the success of advertising on social media for potential Governors.

- The result brought in some very good experience.

7.3 Four of the seven people interviewed would be invited to join the Governing Body.

7.4 DW gave Governors information about the candidates.

- The Governing Body agreed to invite 4 candidates onto the board: Ian Selby, Hannah Fisher, Anya James and Alison Tobe. Other shortlisted candidates would be kept on file.

**Q What is the balance of gender and ethnicity?**

**A This information was not gathered**

- It may be useful for people to declare their ethnicity in the future.
- EH explained that she has used 'blind' shortlisting by taking out a person's personal details for staff recruitment.

7.5 Governors agreed with the choices made.

- LS did say how much she had enjoyed the process.

## **8. NEED FOR NEW CHAIR OF GOVERNORS**

8.1 DW agreed to draft the invites. He explained that one or two of the possible new governors may be willing to take on the role of Chair of Governors.

- EH asked to have a timeline on this.

**Q Did becoming Chair come up in the conversations?**

**A It wasn't asked although we were conscious of it whilst interviewing.**

8.2 We still need a Local Authority Governor.

**Q Can we approach the LA for nominations**

**Q How long would they be Chair?**

**A They are re-elected every year.**

8.3 It was agreed that emails would be sent out to the candidates.

- It may be helpful if those to be contacted do not respond positively to being Chair that we advertise for a Chair.
- There is a possibility of doing further recruitment.

**Q Is there anything else we need to do?**

**A The Local Authority Director of Education is aware but he has been unable to attend meetings recently.**

8.4 The Governing Body believe this is a concern.

## **9. CONFIRM COMMITTEE MEMBERSHIP**

The following Committee membership were proposed at the Full Governor Meeting on 20<sup>th</sup> October 2022.

### **9.1 Resources**

- Emma Hillman
- Sarah Williams
- Sara O'Donnell
- David Wills

### **9.2 BAPD (Behaviour)**

- Helise Martin
- Noreen Sarwar – possible Chair
- Donna Cini
- Ronnie Knock
- Liz Smith

### **9.3 Quality of Education**

- Melanie Steel – Senior Deputy Headteacher
- Noreen Sarwar
- Maggie Leggett – possible Chair
- Ian Sweet

**Q Would HD help with the setting up of the Q of E Committee?**

**A No, you would liaise MS and HD would send out the necessary papers.**

9.4 The Resource Committee will meet the following Monday (5<sup>th</sup> December).

9.5 New Governors will need to be added to the Link Governor list.

- It was suggested that perhaps Governors be asked to selected a first and second choice as to which Committee they feel appropriate for them and a first, second and third choice for being a Link Governor.

## **10 UPDATE ON RELATIONSHIP WITH NEU**

10.1 EH shared on screen the NEU demands.

- EH is due to meet with VP and Glen Kelly from NEU and her own ASCL Union rep. She has again asked for LA help with this but is receiving little or no support from them at present.
- Members have been balloted about striking but EH is concerned about the information that has been given out to members about a number of issues.

- The NEU seem unclear about what the Headteacher needs to consult with them on.
- 10.2 EH talked the Governors through the demands
- 10.3 Governors felt a member of the Governing Body should be present when EH met with the NEU.

## **11 UPDATE ON BUILDING WORKS**

- EH explained that work had been due to start after the October half term but that had not happened because of issues raised just before the break.
- Is the Local Authority paying a significant amount of money for failed contract fees?
- The former Project Manager, Peter Skinner resigned with immediate effect after being challenged. He has now been replaced by Mohammed Parekh who EH spoke very highly of.
- Work will not start not until after Christmas.
- The LA are very keen to ensure the project gets started.
- EH shared an aerial view of the school grounds and explained the LA's plan.
- The LA had not done a fire risk assessment (although the school has commissioned this using a contact of DCs).
- The LA's plan is to tarmac over the areas marked in orange (behind the MUGA) and yellow (on the edge of the field).
- EH suggested a staggered start time for students on the first day back after the Christmas break so pupils can be walked around the site and risk can be minimised.
- MP will be at the Resources Committee on 5<sup>th</sup> December.
- There will be an impact on the quality of education as well as impacting staff wellbeing and school safeguarding.
- Should monies be spent on maintaining the school building rather than a swimming pool?
- Is the new temporary building costing the LA huge amounts of money?

**Q How long will this be the case?**

**A We hope the project will be finished by 2024.**

**Q How can Governors help?**

**A Neither Colin Stewart or Adrian Loades have acknowledged receipt of my email re the building.**

**Q Should we write from the Governing Body.**

**A If it doesn't happen after Christmas the whole project is in jeopardy.**

- LS and DW agreed to draft a letter to CS and AL about their lack of response.
- SO agreed her husband would have a look through. She believed local councillors should be involved.
- LA seems to have been dictatorial rather than consultative.

11.2 A letter from the Governing Body supporting EH would show that the responsibility is shared rather than EH being solely responsible. Which LS agreed to draft.

## **12 CHANGE OF UNIFORM POLICY**

12.1 The school's uniform policy does not meet DfE requirements by only having one supplier.

- EH has recently met with the current uniform supplier Carolina to discuss this.

12.2 At some point after the pandemic the restrictions on extreme hair colours was taken out of the Uniform Policy.

12.3 EH asked for Governors' support that extreme hair colours are not appropriate and restrictions be reinstated.

12.4 Governors approved this.

**13. CONFIRM DATES OF NEXT MEETINGS:**

13.1 Monday 5<sup>th</sup> December the Resources Committee

13.2 Monday 12<sup>th</sup> December Full Governing Body

The meeting ended at 7.35pm.

CHAIR'S SIGNATURE: \_\_\_\_\_

CHAIR'S NAME: \_\_\_\_\_

DATE: \_\_\_\_\_