

Approved Minutes

Extraordinary Meeting of the Governing Body (GB) of

ARCHBISHOP RUNCIE CE (AIDED) FIRST SCHOOL

Wednesday 15 February 2017

Present:

Mrs S Hawkins (Chair),
Mrs D Cranston, Rev Canon P Cunningham, Mrs K Massey (Deputy Head),
Mr A McCabe, Mrs H Miller, Mr P Moorin, Dr S Pickett, Cllr D Raymont,
Canon J Robson (Headteacher), Mrs B Scott-Harden, Mrs J Senior,
Rev Canon A Shipton, Dr C Tompkins

Governors in post - 14; quorum – 7; governors present – 14

The meeting was quorate

In attendance:

Mr N Sanders ~ Governor Services

1. Welcome / Opening Prayer

The meeting opened at 6.15pm with a prayer from Andrew Shipton.

2. Apologies for Absence

There were no apologies for absence; everyone was present.

3. Declaration of Interests

There were no interests declared in the business of this meeting and no changes made to the register.

4. GB Membership / Appointments

Governors had been advised in the autumn term that Dominic Raymont would not be seeking re-appointment when his current term as LA Governor ended on 31 August 2017. There had been some discussion about the skills set the GB might look for / need in seeking a replacement and governors had been asked to think about individuals the GB might approach (financial expertise had been mentioned specifically as this was an area in which Dominic Raymont had a particular expertise). The Chair had subsequently emailed everyone with the details of a potential candidate (Carol Bainbridge). Governors **agreed** unanimously that they would like to make this appointment, to start when Dominic's term of office expired, and to look at the possibility of inviting Carol to GB / Finance Committee meetings in the meantime as an observer.

Action: C Bainbridge to attend meetings as an observer as appropriate

5. Admissions Policy Criteria

Ballot papers were distributed to all governors present to enable them to vote on potential changes to the school's admissions criteria in the light of the recent consultation process. All governors in post were present (14) and all took part in the secret ballot. The ballot and count were conducted by Nick Sanders, and decisions were carried on a simple majority basis as follows:

- 1) Priority will no longer be given to children who have obtained a letter from the Vicar confirming regular worship at either All Saints or St Nicholas Parish Churches (known as a faith based admission criterion): **Majority disagreed**
- 2) Removal of the specific priority given to children who have a specific medical need: **Majority agreed**
- 3) Provide details of how parents can make a request that their child's entry into Reception be deferred or for their child to attend on a part-time basis in both cases until the term after they turn 5: **Majority agreed**
- 4) Provide details for parents to make a request for their child to be admitted into a class outside their usual age group where, for example, a child is gifted or talented or has ill health: **Majority agreed**
- 5) To make provision for a request to be made, by a parent of a summer born child (i.e. a child born between 1 April and 31 August) to be admitted, out of their chronological age group, to the Reception class in the September following their fifth birthday or to defer entry to start school in Year 1: **Majority agreed**

It was **agreed** to keep a record of the numbers voting for / against in each case for internal use as necessary; this information would be passed to the Chair for information in the first instance.

Action: Governor Services to pass on information to the Chair

There was some discussion of potential issues around the 'sibling rule' and governors generally felt it would be a good idea to look at the feasibility of consulting in future on the possibility, where there were children admitted on the basis of a 'vicar's letter', that this would not automatically trigger the 'sibling rule' for subsequent children from the same family. The Chair was to ask the LA's Admissions Section if this would be feasible.

Action: Chair

Dominic Raymont gave his apologies and left the meeting at this point (6.45pm).

There was some discussion of the process following the ballot; it was explained that the school's admissions policy would be updated accordingly and forwarded to the LA and then published. It was **agreed** to draw up a standard letter to send to all who responded to the consultation to inform them of the decisions and to publish this on the school website, include on Parent Mail, school newsletter etc.

Action: Standard letter / information to be published / circulated

There was also discussion about the need to emphasise the extent to which the school / GB was seeking to make the admissions process as fair as possible. It was discussed that it might be helpful, therefore, to remind everyone that, as a church school, there were particular criteria / commitments attached to admission (which needed to be thought about seriously) and that this might be something the school / GB (and parent governors in particular) might wish to draw attention to and, for example, might be highlighted even from the point when prospective parents were initially shown round the school.

6. Any Other Business

There was no further business; the Chair thanked everyone for attending and closed the meeting at 6.50pm.

Erin MacPhee 22/3/17