



**DRAFT MINUTES**  
**FROM THE MEETING OF THE MAIDEN BEECH ACADEMY**  
**LOCAL GOVERNING BODY**  
**HELD ON**  
**THURSDAY 8 SEPTEMBER 2022**  
**AT 6.00pm at the ACADEMY**

*Chair –Jonathan James; Head Teacher – Carl Winch;*

**Actions from MBA LGB on 8 September 2022**

<b>Item Reference</b>	<b>Action</b>	<b>Person Responsible</b>	<b>Date Raised</b>
<b>1.5</b>	CW to forward link to safeguarding quiz to Governors.	CW	08/09/2022



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**Members**

✓	Jonathan James	(JJ)	Chair
-	Flossie McGhee	(FM)	
✓	Neville Mapstone	(NM)	
✓	Debbie Wakeman	(DW)	
✓	Carl Winch	(CW)	(Head Teacher)

**In Attendance**

✓	Fran Davis	(FD)	(Clerk
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✓ those present

**1. Procedural Matters**

- 1.1 Apologies for absence and acceptance/non acceptance.  
  
FM not able to attend. Apologies received
- 1.2 Declaration of Interest  
  
Forms returned by DB and JJ. FM and NM to complete.
- 1.3 Election of Vice Chair  
  
No uptake on this position. It was agreed a big marketing push was required to recruit new Governors to the LGB as NM will be standing down shortly.

#### 1.4 Appointment of Officers

1.4.1 Safeguarding – DW was appointed

1.4.2 SEND – deferred until new Governors are recruited.

1.4.3 H&S – as above

#### 1.5 Keeping Children Safe in Education

It was asked if there was a quiz to test knowledge. CW to forward link to quiz to Governors.

CW also advised Safeguarding training has been delivered to all staff on site.

**Action** – CW to forward link to safeguarding quiz to Governors.

**CW**

#### 1.6 Training

Governors to advise FD of training needs required

#### 1.7 Minutes from the last meeting on 22 June 2022

Minutes were agreed as accurate

Actions Outstanding:

FD to ascertain from PLE whether the Governance for APEX South will be aligned with MBPA or Apex West – **Completed** It has been confirmed APEX South will be accountable to the Trust Board

Review starting time when new governors are Appointed – Postponed until new Governors are recruited

#### 1.8 Matters arising not contained elsewhere on this agenda.

None

## 2 **Head teacher Report**

CW gave a detailed update of the new facilities whilst the Governors toured the nursery, school and APEX. Governors asked questions covering building progress and order of works, staffing, pupils, resources and procedures.

- Building works over ran by a week and to lessen the impact to the school it was decided to divert work from reception and concentrate on the science areas. Reception will be completed shortly. APEX is nearly finished and will be open to students week commencing 12 Sept.

A Governor noted that vigilance would be required in the APEX centre for safety of students and staff with resources and equipment potentially being left lying around.

CW advised site security was being increased with automated gates being installed at the entrance of the school. A full risk assessment had been carried out on the site.

It was asked about parental access to the site  
CW advised parents will be able to come in however thought had to be given to access for nursery parents as their pickup/drop off times are slightly different to the primary.

It was noted it is a big change for Year 6 pupils  
Yes it is, we are very conscious they are moving from a middle school to a primary one and all that entails – new policies and procedures such as behaviour and sanctions. These are all being reviewed with staff input.

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### **Policies**

The policies 3.1 to 3.9 have been approved by the Trust but were available for Governors to review. There were no amendments/comments.

3.1 EYFS

3.2 RSE

3.3 Medical

3.4 First Aid

3.5 Feedback for Learning

3.6 E Safety

3.7 Attendance

3.8 Anti Bullying

3.9 Accessibility

#### 4.0 Safeguarding and Child Protection Policy

This policy was agreed by the LGB however it was noted for future reference tracked changes would be useful.

CW advised there had been tracked changes on the Board Policy which had been approved, this copy was just the school's adapted version.

It was asked how will the policy be monitored  
 CW advised it will be reviewed by staff regularly and feedback given to governors if required.  
 It was asked how much time CW will be allocating to the primary site.  
 CW advised he will be on site at APEX most days but as the sessions are shorter there, he will be at the primary site at the beginning and end of each day.  
 It was asked how much teaching time HW has allocated  
 Approximately 2 days with EM undertaking three days.  
 There was a brief discussion on teaching patterns and the impact of APEX students on site.  
 CW advised some of the day to day details regarding responsibility of students and behaviour would be discussed with AB, Trust Director of Inclusion.  
 It was asked about the logistics of students getting to APEX.  
 CW explained some of the arrangements to be put in place.

#### 4.1 Behaviour Policy

It was asked who had originated the policy.

CW advised there has been input from RB EYFS Lead, HW and key members of staff.

This policy was approved by Governors.

5 **Date of next meeting** – October 2022 via teams