

## JOHN LEGGOTT COLLEGE

Minutes of a meeting of the Corporation  
held at the college on Tuesday 10 December 2019 at 5.30pm

**PRESENT:**

Mr A Pascoe (Chair)	Mr P Raistrick
Mr S Driver	Mr L Riley (Principal)
Mr J Fitzgerald	Miss C Stone
Mrs A Moore	
Mr Y Nawaz	

**IN ATTENDANCE:**

Mr H Darwin (Assistant Principal (Quality & Assessment))  
Mrs J Hirst (Director of Finance & Resources)  
Mrs C Holmes (Deputy Principal)  
Mrs K Rinaldi (Assistant Principal (Success))  
Mrs B Robinson (Director of Governance)

### 3126 **Apologies**

Apologies for absence were received from Mr Aslam, Mr Harle, Mr Harness, Mrs Hotchin and Mr Townsley.

**RESOLVED** that these apologies be received.

### 3127 **Declaration of Interests**

There were no declarations of interest reported at the meeting.

**RESOLVED** that this be noted.

### 3128 **Membership Issues**

(i) Parent Governor – recommendation from Search Committee

Consideration was given to the recommendation from Search Committee to re-appoint Mr Paul Raistrick as Parent Governor for a further two years.

**RESOLVED** (a) that the Search Committee's recommendation be approved.

**RESOLVED** (b) that the Clerk undertake the appointment process of Mr Raistrick effective until 12 December 2021.

3129 **Minutes and Matters Arising**

**RESOLVED** (a) that the minutes of the last meeting held on 16/10/19 (Part A) be agreed as a true record and signed by the Chair.

(i) Cedar

Governors questioned whether Cedar was fully functioning. They were informed that the parental strand was going live this week, the majority of aspects were up and running including student photographs being uploaded, timetables showing and assessment data live

(ii) Supply Cover

Governors questioned whether any gaps had been filled. They were informed that two History appointments had been made, appointments had been made to long-term supply in English. Short term supply was still being utilised in Psychology and Sociology.

(iii) Teacher Grade Appeals

Governors asked whether these had been completed and communicated to staff and it was confirmed that they had.

**RESOLVED** (b) that this be noted.

3130 **Policy Review/Named Reports of Governors**

- (i) Safeguarding/Prevent Report
- (ii) Health & Safety Report
- (iii) HR/E&D Strategy Update Report
- (iv) Equality, Diversity & Inclusion Policy
- (v) Learner Voice Report

It was reported that the safeguarding governors had observed a safeguarding meeting where targeted informal support was discussed. Documentation had been seen which was very thorough. In addition it was reported that the Local Children's' Safeguarding Board Audit had been completed which the safeguarding governors had scrutinised. This was presented for approval to be signed by the Chair and Principal and returned to the Safeguard Board.

It was reported that two accidental fire drill activations had been experienced since producing the report and that the CCTC was upgraded and working in the car park.

Governors questioned the number of intruders on site, how far they had accessed the site and what steps were being taken to address. It was reported that most were accompanying students enrolled and these students were subject to discipline procedures. The issuing of temporary lanyards was being more closely scrutinised to highlight “repeat offenders”. Governors stated their concern over the number of intruders, particularly, with housing the 14-16 Academy on site. They advised vigilance in this matter.

Consideration was given to the revised Equality, Diversity & Inclusion Policy. Governors advised of some typographical errors. Other than this they supported the policy.

Members questioned what actions were being taken in response to learner feedback on fire evacuations and Mrs Hirst advised of the health and safety learning walk including student governors to address this. It was further reported that allergen information was now clearly visible within the catering facilities.

**RESOLVED** (a) that the Safeguarding/Prevent Report be received.

**RESOLVED** (b) that the Safeguarding Audit be approved for signing by the Chair & Principal.

**RESOLVED** (c) that the Health & Safety Report be received.

**RESOLVED** (d) that the HR & ED Update be received.

**RESOLVED** (e) that subject to the typographical amendments the Equality, Diversity & Inclusion Policy be approved.

**RESOLVED** (f) that the Learner Voice Report be received.

3131 **Governance Matters**

- (i) Glossary of Terms
- (ii) People & Organisations Structure

These had been provided for governor information.

**RESOLVED** that these be received.

3132 **Any Other Urgent Business**

There was none.

**RESOLVED** that this be noted.