

**ORMESBY VILLAGE SCHOOLS FEDERATION**  
**Minutes of the Governing Body Meeting Held at Ormesby Village Junior School**  
**Thursday 30<sup>th</sup> November 2017, 7.00 pm**

**Present**

Ms L Bates (Headteacher)	Mrs J Hawkins	Miss A McMylor
Mr A O'Connor	Mr R Parsley	Miss K Poll
Mr C Robertson	Mr C Sillitoe (Chairperson)	Mrs J Ward
Mrs J McNelly (Clerk)		

**Apologies Received And Accepted**

Mrs C Brightman	Mrs K Wacey
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**Present By Invitation**

Mr S Gilbert-Barham (Headteacher at an OAT Academy)	Ms K Hutchinson (LA)	Ms N McCartney (OAT)
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Agenda Items Discussed	Action
<p>Representatives from Ormiston Academy Trust (OAT) and the local Authority ((LA) were present at the meeting. The purpose of the meeting was to provide Governors with background information about an Academy Trust.</p> <p>A presentation was given by Ormiston Academy Trust; a printed copy of the PowerPoint used was available for Governors.</p> <p>During the presentation Governors raised the following questions:</p> <ul style="list-style-type: none"> <li>• Was there any reason why the Trust had a higher proportion of high schools?</li> </ul> <p>Previously when schools were directed into academies because of their performance, the majority were high schools. Currently most schools choose to join the Trust and this includes primary schools.</p> <ul style="list-style-type: none"> <li>• 23 schools had made contact regarding the possibility of joining OAT, were there many schools in this area?</li> </ul> <p>Most of the schools were in Norfolk, with some being in the Great Yarmouth area. The majority were feeder primary schools, where the high school was already part of the Trust.</p> <p>It was noted that the relationship with a Trust was 'give and take', and some of the prospective schools required more help than others. The Trust had to balance its intake of new schools by the amount of work it would need to put into them. The acceptance of schools into the Trust would be staggered, dependent upon the amount of involvement required by the Trust. The schools which required more input would be part of a longer timeframe prior to entry.</p> <ul style="list-style-type: none"> <li>• Staff were fearful about the process, what reassurances could be given to them? Would the Trust consider restructuring?</li> </ul> <p>Staff would be protected under TUPE arrangements. The Trust would examine Human Resources files and if any anomalies were found these would be rectified. For example, if a staff member was still found to be on a relocation allowance after the expiry period the salary would be adjusted to the correct level.</p>	

The Trust would line manage and provide the employment contract for the Headteacher. If the school did not make sufficient progress within two to three years, discussions would take place with the Headteacher. The Trust would always work with the Headteacher to provide provision for the school to improve.

The Trust would not look at restructuring the schools. Staff would be given opportunities for development.

- Would staff training be during or outside school hours?

Training would be a mixture of both.

- Would staff still be involved with the Governing Body?

Yes.

- As the schools were on two sites would there be any problems?

The Trust would require the schools to be a Primary. The Building and Finance Departments of the Trust would need to investigate the practicalities of merger onto one site.

It was noted that Norfolk County Council would lease the schools to the Trust for a term of 125 years. A condition would be that the sites were used for education.

- The Junior School building was dated, would there be capital available to upgrade the school?

The school would advise the Trust what capital work was required. All the bids from schools within the Trust would be assessed and capital projects would be prioritised.

- Could parents obstruct any decision the Governing Body had made to join a Trust?

No, it would be the decision of the Governing Body. Parents would be contacted on an informal consultation basis.

It might be appropriate to write to parents and staff advising them of the intentions to join a Trust and the reasons why this decision had been taken.

- How would OAT get the school to the position where it would like to be?

Ideas would be shared; career development targets would be set for staff across the school.

The Trust would find out which items could be handled in a better way and implement these.

- Difficulties were sometimes incurred with obtaining advice from various County Council's Departments, would there be an improved service from a Trust?

The Trust had its own helplines and Mr Gilbert-Barham advised he had not experienced any difficulties obtaining advice. Ms McCartney advised that if the Trust experiences an influx of workload the same additional staff are bought in to assist.

OAT would usually take 3.5% of the school's budget for services, although this figure could vary depending on the school's Ofsted rating.

- Would the 3.5% include building maintenance?

This was not known, Ms McCartney to investigate and advise in due course.

The school had approached three academy chains for comparison purposes. Ms Bates advised she had been informed that if the Governing Body decided to join an academy, ultimately it might be the decision of Norfolk County Council and the Headteacher Board as to which academy chain the schools should join.

Thanks were given to Ms McCartney and Mr Gilbert-Barham for their presentation and they both left the meeting.

Ms Bates advised the Governors that the additional Trusts which had contacted were CET (Creative Education Trust) and Right for Success.

Ms Hutchinson advised that schools did not have to become an academy but the Local Authority would support any school following this route. Ms Hutchinson outlined the process that would need to be taken.

Mr Robertson noted that there was a caretaker property on the school's site and asked whether this would be included within the school building. It was confirmed that this would be part of the lease and be protected in the same way as the school.

If the Governing Body decided to proceed towards academy status, it was suggested that a letter should be sent to parents advising of their intentions. A decision regarding which Trust to join could be conveyed at a later point.

Mr Sillitoe proposed that a vote should be taken as to whether Governors were willing to proceed further with the academy process. Governors were asked individually whether they wished the schools to join an academy and it was unanimously agreed.

**Any Other Business**

- Ms Hutchinson advised that following advice the County Council was not recommending the schools to amalgamate onto one site.
- Ms Bates advised that a meeting had been arranged on Monday 11<sup>th</sup> December at 4.30 pm where Paul Doherty the Regional Academy Broker would be present. All Governors were invited to attend.

The meeting closed at 9.00 pm.

**ALL**

**Issues for Governing Body/Committees:**

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**Date of Next Meeting and Agenda Items**

- Thursday 1<sup>st</sup> February 2018, 7.00 pm  
 Agenda Items: