

Barton Church of England Voluntary Aided Primary School

Minutes of the extraordinary Full Governing Body meeting held remotely on 23.04.20 at 2.00 pm.

Present

Mrs Claire Coulson	CC	-	Dr Margaret Penston	MP	p
Mr Laurence Evans	LE	p	Rev Marguerite Roberts	MR	p
Dr Peter Foreman	PF	p	Rev Keith Tarring	KT	p
Prof Tim Lewens – Vice Chair	TL	p	Mrs Helen Thorpe	HTh	-
Mrs Catherine Martin	CM	p	Mrs Anne Ugur	AU	p
Mrs Caroline Parsons	CP	p			

p – present, aa – apologies accepted, na – apologies not received/accepted.

In attendance

Mrs Wendy Guest – Clerk	WG
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Abbreviations

LA: Local Authority

	The meeting started at 2.05pm.	Action
1	<p>APOLOGIES FOR ABSENCE</p> <p>There were no apologies.</p> <p>The Chair advised governors that the Headteacher and Staff governor had not been invited to the meeting as it had been convened to discuss Headteacher recruitment following information received from the LA.</p> <p>QUORUM. The quorum for the meeting was 4. The meeting was quorate throughout.</p>	
2	<p>DECLARATIONS OF INTEREST</p> <p>None.</p>	
3	<p>HEADTEACHER RECRUITMENT</p> <p>The Chair informed governors that the LA and Diocese have been working to identify possible ways of filling the Headteacher position in September in the event that we are not able to hold interviews and appoint.</p> <p>Our School Improvement Adviser from the LA has identified a candidate whom they would recommend as a potential Interim Headteacher.</p> <p>The Ely Diocese Adviser has also recommended that governors should give serious consideration to the proposal being put forward by the LA.</p> <p>Q: What do Governors need to agree at this meeting? We need to consider if we wish to accept an Interim Head in principle, or if we have capacity to cover the post in some other way with existing school staff.</p> <p>Q: Are we assuming that the new permanent Headteacher would start in January? This date seems to be the most likely start date for a permanent Headteacher. It is still uncertain when schools will open and it is highly unlikely that we will be able to hold an</p>	

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	<p>interview process in time for the required national resignation date (31st May) to take up an appointment in September.</p> <p>Q: Can we find out more about the candidate and what she can offer Barton before we decide the best solution? Yes. The process would be that members of the Recruitment panel would meet her and hold an informal interview/discussion before deciding whether to proceed.</p> <p>Q: Do we have capacity within school to cover the post? Some staff have indicated they could be available as a last resort but it is not their preference, and it would have a negative impact on staff wellbeing.</p> <p>Q: Would there be an opportunity for a handover if the decision to appoint an interim Headteacher were made in the next few weeks? Yes. An early decision will ensure there is time for this.</p> <p>Q: What will happen to the current short-listed candidates? We need to check the legal position with EPM in terms of our obligation to those who have already been shortlisted and how we should proceed</p> <p>Q: What will be the timing for recruiting the permanent Headteacher? This will depend on when pupils return to school. The earlier we can interview, the better as we can plan for continuity and a smooth transition.</p> <p>All governors agreed:</p> <ul style="list-style-type: none"> • that the Chair should contact the Local Authority Adviser and confirm that they would like to interview the prospective Interim Head • that the Chair should contact EPM to clarify school's legal obligations in respect of the candidates that have been shortlisted for the permanent position • that a timetable should be drawn up for the new recruitment process to ensure a Headteacher is in place for January 2021. <p>The Chair thanked all governors for attending this meeting at short notice.</p>	
4	<p>OTHER BUSINESS</p> <p>There was no other business.</p>	
5	<p>The meeting ended at 2.53pm</p> <p>Date of the next meeting - 6th May 2020</p>	