

**ACADEMIC AND PERSONNEL SUB COMMITTEE OF THE BOARD OF
GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL
Wednesday, 6 November 2019**

Minutes of the meeting of the Academic and Personnel Sub Committee of the Board of Governors of the City of London Freeman's School held at Committee Rooms, Guildhall, EC2P on Wednesday, 6 November 2019 at 12.00 pm

Present

Members:

Andrew McMillan (Chairman)
Deputy Philip Woodhouse (Deputy Chairman)
Deputy Roger Chadwick
Nicholas Goddard
Councillor Chris Townsend
Deputy Elizabeth Rogula
Gillian Yarrow

In Attendance:

Brian Harris
Michael Hudson

Officers:

Roland Martin	-	Headmaster of the City of London Freeman's School
Stuart Bachelor	-	Deputy Head, City of London Freeman's School
Paul Bridges	-	Academic Deputy Head, City of London Freeman's School
Matt Robinson	-	Head of the Junior School, City of London Freeman's School
Polly Dunn	-	Town Clerk's Department

1. APOLOGIES

There were no apologies. It was noted that Brian Harris was in attendance of the Sub-Committee but expressed an interest to serve on the Sub-Committee

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were none.

3. MINUTES

Regarding item 5 of the public minutes and the use of mobile phones, the Headmaster confirmed that a policy had been developed, trialled successfully and implemented to good effect.

RESOLVED, that the public minutes of the meeting held on 18 January 2019, be approved as accurate record.

4. **OUTSTANDING ACTIONS**

Governors received a report of the Town Clerk regarding outstanding actions. The following matters were raised:

- Governors Skills Audit – this was to be conducted at the earliest opportunity following by the clerk to the Board of Governors. New Governors should complete the audit on appointment.
- All Governor DBS records were up-to-date and in order, including those most recently appointed to the Board.
- There were ongoing discussions between both the Schools and the City of London Corporation Education Unit with both ISI and the Department for Education in respect of their unique governance arrangements. The matter had been escalated to the Town Clerk, but in the meantime the Heads of the three Schools had been in communication with ISI directly.
- The Strategic Summary Departmental report (2/2019/AP) had been received by the Board of Governors during the course of the year. The full schedule of governor engagement would be produced following the conclusion of the curriculum review, in light of its recommendations.
- 5/2019/AP – The Head of the Junior School had agreed to include an overview of JS academic progress later in the School year.
- The oriental language provision would be reported on at the conclusion of the curriculum review in Spring 2020.

RESOLVED, that the report be noted.

5. **REPORT ON POLICIES**

Governors considered a report of the Headmaster regarding School Policies. The following matters were raised:

- The co-curricular programme contributed significantly into the School's Mission statement: "We want children at Freeman's to learn, to lead and to make a difference." The City of London Freeman's School not only arranged the types of clubs seen at all schools, but also had some led by teachers' interests (e.g. Electronics Club) and those led by student passions such as the Eco Society, totalling almost 200 co-curricular activities. It was noted that one of the main attractions of the School for parents in Hong Kong, had been the breadth of its co-curricular provision.
- With regard to the expectations of pupils, a Governor asked what the School did to promote a desire to get involved amongst pupils who do not appear keen. In this instance staff met with pupils to discuss whatever perceived block there was preventing participation. Reasons often included being involved with activities outside of school, parental pressure to perform academically, and shyness. In each circumstance

the School did what it could to support the student and, where appropriate, encouraged them to try new things.

- Governors briefly discussed the significance of development and fundraising, which could further assist the co-curricular programme. In the same vein, there was a call for an Ethical Fundraising Policy.

RESOLVED, that the Co-Curricular Policy, be approved.

6. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

There were no questions.

7. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other business.

8. **EXCLUSION OF THE PUBLIC**

RESOLVED, that under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

9. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 18 January 2019, be approved.

10. **HEADMASTER'S NON-PUBLIC REPORT**

Governors received a report of the Headmaster regarding an update on School activity.

11. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

There were no questions.

12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was one item of other business.

13. **CONFIDENTIAL MINUTES**

RESOLVED, that the confidential minutes of the meeting held on 18 January 2019, be approved as accurate record.

The meeting ended at 1.21 pm

Chairman

Contact Officer: Polly Dunn
polly.dunn@cityoflondon.gov.uk