

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

27 FEBRUARY 2012

MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL HELD AT THE CITY OF LONDON SCHOOL, QUEEN VICTORIA STREET, EC4V 3AL ON MONDAY 27 FEBRUARY 2012 AT 11.30AM.

Present

Members:

Deputy the Reverend Stephen Haines (Chairman)
Deputy Dr Giles Shilson (Deputy Chairman)
Billy Dove
Marianne Fredericks
William Hunt
Peter Leck
Alderman Lord Levene

Edward Lord
Christopher Martin (co-opted)
Sylvia Moys (ex-officio)
Deputy Joyce Nash
Dame Mary Richardson (co-opted)
Ian Seaton
Deputy Robin Sherlock

Officers:

Gemma Goulding
Dan Hooper
Steve Reynolds
Sarah Port
Victor Callister
David Levin
Gary Griffin
Phillip Everett

Charles Fillingham

Noeleen Murphy

- Town Clerk's Department
- Town Clerk's Department
- Chamberlain's Department
- Chamberlain's Department
- City Planning Officer
- Headmaster, City of London School
- Second Master, City of London School
- Finance Director, City of London School
- Assistant Headmaster, City of London School
- Director of Studies, City of London School

RODNEY FITZGERALD

The Chairman opened the meeting by paying tribute to a former Governor of the Board - Mr Rodney FitzGerald. He informed Members that Mr FitzGerald, who had served on this Board for many years, had recently passed away and that his funeral had taken place last week. The Board stood for a moments silence in memory of Mr FitzGerald.

DEPUTY JOHN BENNETT

The Chairman reported that Deputy John Bennett had sent apologies for today's meeting as he was currently in hospital awaiting a procedure. The Board wished to record their best wishes to Deputy Bennett for a speedy recovery.

CHAIRMAN'S THANKS

The Chairman reported that this would be Mrs Moys' last Board meeting as she was set to finish her term of Chairman of the City of London School for Girls in the near

future. The Chairman thanked Mrs Moys for her attentiveness and enthusiasm over the past three years commenting that she had not only regularly attended Board meetings but had also been present at many extra-curricular events at the School.

Mrs Moys responded by thanking all staff, students and Governors and stated that representing the City of London School for Girls on this Board for the past three years had been a real privilege.

1. APOLOGIES

Apologies for absence were received from Deputy John Bennett (ex-officio), Paul Hodges (co-opted), Ronel Lehmann (co-opted), and Professor Whitehouse (co-opted).

2. DECLARATIONS BY GOVERNORS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THE AGENDA

Ms Fredericks, Mrs Moys and Mr Seaton All declared that they were members of the City's Planning and Transportation Committee and would withdraw from the meeting if any update on the London River Park Planning Application was given.

Ms Fredericks went on to declare a further personal but non-prejudicial interest in relation to agenda item 6 (Millennium Bridge Area Enhancements Project) stating that she was currently a member of the City's Streets and Walkways Sub Committee.

**** PRESENTATION FROM NOELEEN MURPHY – DIRECTOR OF STUDIES – CITY OF LONDON SCHOOL ****

The Board were given a brief presentation by Ms Noeleen Murphy, Director of Studies at the School who outlined the aim of providing a broad and balanced curriculum for pupils. She tabled information detailing the CLS curriculum across the year groups and underlined that this was regularly reviewed.

The presentation covered the following areas:

- The role of the Academic Planning Committee;
- Languages on offer to pupils at various stages;
- 'setting' in subjects such as English and Mathematics;
- Options and GCSE choices – 'core' subjects and subject options;
- Discussions around the introduction of the 'Pre-U' and the International Baccalaureate and the School's reasons for not adopting these at the present time;
- Keeping up to date with technological developments – something which the Board were informed would form the basis of a future report;
- Oxbridge entries;
- The establishment of a 'Best Practice Committee' to review the timings of lessons, the length of the School day etc.

Finally, Governors were informed that the School's Head of Mathematics had recently written an article for 'The Times' entitled 'How to get the Best out of

your Child'. Copies of the article were tabled. The Headmaster reported that the School was clearly recognised as a 'leader' in terms of Mathematics and that the Head of Maths had now also been invited to meet with the Department of Education and the Schools Minister.

3. MINUTES

The public minutes and summary of the meeting held on 28 November 2011 were approved and agreed as a correct record.

MATTERS ARISING

Industrial Action – 30 November 2011 (page 2) – In response to a question, the Headmaster reported that 18 members of staff had chosen to join the strike on 30 November 2011 but was pleased to add that the School had remained open with members of the Senior Management Team providing cover for lessons where necessary.

London River Park Application – Update (page 3) – The Finance Director reported that he had been liaising with the City Planning Officers who had reported that they had heard nothing further from the applicant following the objections raised by the Port of London Authority late last year.

**** DAME MARY RICHARDSON AND MR. CHRISTOPHER MARTIN WITHDREW FROM THE MEETING WHILST THIS ITEM WAS CONSIDERED****

4. RE-APPOINTMENT OF CO-OPTED GOVERNORS

The Board considered a report of the Town Clerk relative to the re-appointment of co-opted Governors for a further three year term.

The Town Clerk reported that the terms of office for Dame Mary Richardson, Mr Christopher Martin and Mr Paul Hodges had now come to an end. Governors were informed that Mr Hodges had now written to the Headmaster and the Town Clerk to formally resign from the Board. Dame Mary Richardson and Mr Christopher Martin had chosen to seek re-appointment.

The Board were unanimous in their decision to re-appoint both Dame Mary Richardson and Mr Christopher Martin. The Chairman highlighted that he would like the Board to agree in principle that the co-opted vacancy created by the resignation of Mr Hodges would be offered to Alderman Lord Levene once he had formally resigned from the Court of Common Council.

RESOLVED – That, Governors:

- i) agree to the re-appointment of Christopher Martin and Dame Mary Richardson for a further term of three years; and
- ii) agree, in principle, that the co-opted vacancy created by the resignation of Mr Hodges be offered to Alderman Lord Levene once he had formally resigned from the Court of Common Council.

**** DAME MARY RICHARDSON AND MR. CHRISTOPHER MARTIN RE-JOINED THE MEETING AT THIS STAGE ****

5. CITY OF LONDON SCHOOL BURSARY AND SCHOLARSHIP AND PRIZES FUNDS

The Board received a report of the Headmaster of the City of London School providing Governors with details of the effects of the Scheme to reorganise the various bursary, scholarship and prizes charities associated with the School.

The Finance Director reported that the main practical effect of the Scheme is to make a small amount of income – approximately £7,000 per annum – available for general means tested awards. He went on to report that, with the discontinuation of the Educational Maintenance Allowance Scheme (EMA) and in the absence of any replacement funding for pupils attending Independent Schools, the School had approached a number of sponsors who had generously agreed to fund items such as school meals, travel and uniform for pupils joining the Sixth Form on means tested awards. Governors were informed that current sponsors included the Wolfson Foundation, HSBC and the Ogden Trust.

In response to a question, the Finance Director reported that there were no 'interim arrangements' in place to replace the EMA for those joining the Sixth Form this year but that it was vital to secure funding for next year when the Sixth Form would 'grow' in terms of the number joining on means tested awards.

RECEIVED.

6. MILLENNIUM BRIDGE AREA ENHANCEMENTS PROJECT

The City Planning Officer updated Governors on the Millennium Bridge Area Enhancements Project.

The City Planning Officer highlighted that approximately 5 million people per annum crossed the Millennium Bridge making this an important 'gateway' to the City. He went on to state that the area was therefore to be 'enhanced' as part of the City's Visitor Strategy with the current 'HSBC Gates' sculptures being removed with the permission of the sculptor.

Governors were informed that proposals involved significant improvement of the walkway area with the addition of 'greenery' and 'open spaces'. It was also proposed that seating be added to the space under the Millennium Bridge and also at Blackfriar's Bridge.

The City Planning Officer stated that initial discussions had already taken place with the School's Senior Management Team around issues of concern to them such as noise pollution, fire evacuation procedures and drainage.

In response to a question, the City Planning Officer reported that the Streets and Walkways Sub Committee would be considering proposals on this in Spring 2012 in terms of budget with the programming and phasing of the works to be clarified at a later date. He reassured the Board that Officers from the City's Planning Department would work alongside the School on this aspect. He

added that it was hoped that the works would commence in Winter 2012 and would be completed by Summer 2013.

In response to a further question regarding the design of the 'slope' towards St Paul's Cathedral, the City Planning Officer stated that officers were aware that this was now a very out-dated design and that this area had never been intended for such heavy use. He added that when assessing budget and priorities, officers would be looking at whether any improvements, such as anti-skateboarding, could be made in this area.

The Second Master reported that he, the School Facilities Manager and Deputy Facilities Manager had met with the Planners of this project and were supportive of the proposals in principle. He added that, for the School, the detail and phasing of the works would be all important.

The Headmaster questioned whether or not the works would also provide the School with an opportunity to improve and enlarge its external signage. The City Planning Officer stated that signage in and around the Guildhall was currently being reviewed and added that he would be happy to put the Headmaster in touch with the relevant officer.

A Governor made the point that the area leading from the Millennium Bridge to St Paul's Cathedral was current very 'drab' and that they would like to see some imaginative proposals for this relatively large space. The City Planning Officer reported that this had been considered in consultation but added that it would be difficult to 'fill' this space given the footfall here.

Governors went on to comment on the continual failure of the access lift in this area. A Governor, who was also a Member of the Planning and Transportation Committee, reported that the Planning and Transportation Committee were only too aware that this was a 'recurring theme' and it was hoped that this would be repaired in time for the Olympics.

In response to a final question regarding the measures in place to stop the illegal selling of ice creams from ice cream vans entering the area, the City Planning Officer reported that officers were considering the installation of permanent bollards with access to areas around the bridge granted to City of London vehicles and the emergency services only.

7. HEADMASTERS REPORT

The Board considered a report of the Headmaster of the City of London School relative to various School matters including Oxford and Cambridge results, Outside Speakers 2012 and the Sponsored Award (Bursary) campaign.

Oxford and Cambridge results

The Headmaster was pleased to report that this year's Oxbridge results were the best in the School's history with 31 boys receiving offers for a range of subjects including Modern Sciences, Modern Foreign Languages and History.

The Headmaster added that teachers often went beyond the A Level curriculum essentially encouraging boys to see themselves as undergraduates and it was clear that this approach had 'paid off'.

In response to a question, the Headmaster stated that the work undertaken by a member of staff during his recent sabbatical leave had helped to raise the profile of the School in terms of 'Oxbridge' applications.

Outside Speakers 2012

The Headmaster reported that the very popular Outside Speakers programme continued with Dr Salinas, ex-President of Mexico, having accepted in principle.

Sponsored Award (Bursary) Campaign

The Headmaster reported that eleven sponsored awards had been made for Sixth Form entry and that six Saturday Masterclasses had been scheduled to support those joining the School at Sixth Form on this basis. He added that these had been funded by the Wolfson Foundation as a 'pilot' scheme which, if successful, was to be replicated elsewhere across the country.

The Headmaster went on to report that he was due to meet Michael Gove, Secretary of State for Education, later this week alongside several other Independent School Heads to discuss the issue of social mobility and opportunities for able pupils from less privileged backgrounds to attend Independent Schools in the future.

Admissions

The Headmaster reported that the School was this year, for the first time, running Pre-test examinations for those who wished to join the School at 13+ in 2014.

In terms of wider 'Admissions' issues, the Headmaster reported that many Independent Schools outside of London were finding it increasingly difficult to fulfil the requirements in terms of pupil numbers to qualify as an HMC School. He reported that the HMC were therefore being encouraged to introduce qualitative as opposed to quantitative criteria for the future.

Primary School Academies

The Headmaster, as Chairman of the HMC Primary School Academies Group, reported that he had been mandated by the National Committee to draw up a template agreement to govern 'partnerships' between HMC Schools and Academy chains such as ULT (United Learning Trust) and ARK (Absolute Return for Kids).

Health and Safety Matters

The Second Master drew Governors' attention to the School's concerns around the standards of cleaning under the new corporate contract. He said that there were implications for health and safety, hygiene and the School's reputation with parents and prospective parents. A building containing over 900 boys needed more extensive cleaning than an office block for example. He also feared that, under PP2P, standards in other areas of school support services

could deteriorate - such as catering and maintenance - both of which could become centralised without an appreciation of what is needed in a School.

The Headmaster reported that he and the Finance Director alongside the Headmistress and Bursar of the City of London School for Girls had met with the Chamberlain's Department to air their concerns on this matter.

The Board aired their concerns on this matter and asked that the matter be taken up with relevant officers as soon as possible. The Director of Finance undertook to progress this as a matter of urgency and report back to Governors in due course.

Child Protection Policy

The Second Master reminded Governors that the School's Child Protection Policy had been approved by this Board last year and was now due for its annual review. He stated that, whilst he had hoped that an amended policy could have been presented to the Board for agreement today, he was still awaiting input from officers in Community and Children's Services, Town Clerk's and the Comptroller and City Solicitor's Department on this matter.

He went on to state that the School had particular concerns around the vetting of contracted staff such as cleaners. He highlighted that it had taken almost 6 months for the School to receive relevant CRB details from the cleaning contractors. In his view, the Second Master said the new amended policy when it was available needed to make it clear that contracted workers had to be CRB- checked before they started work at the School and, like other permanent staff, the check should be updated every three years. These people had access to all parts of the building and therefore, potentially contact with pupils in areas such as lavatories, changing rooms and isolated areas.

The Governor with responsibility for child protection issues emphasised the importance of this and supported the Second Master's view

The Town Clerk reported that he was currently liaising with the Comptroller and City Solicitors Department and also the Independent Schools Inspectorate (ISI) on this matter to ensure that the amended policy was compliant. He assured the Board that all of the issues raised by the School had now been incorporated within the draft amended policy which would be put to the Board for approval at their next meeting in June.

Governors expressed concern at the delay in presenting and approving the new policy highlighting that this could leave the School in a vulnerable position and asked for this to be resolved as a matter of urgency. A Governor undertook to raise this matter at the next meeting of the Community and Children's Services Committee.

The Board agreed that the Town Clerk, in consultation with the Headmaster, the Second Master and the Chairman and Deputy Chairman be granted delegated authority to sign off any amendments to the new Child Protection

Policy as soon as possible with the amended Policy then presented to the next full Board for information.

Mentoring of Year 11 Pupils at City Academy Islington

Governors were informed that a 'mentoring scheme' had been established to provide support for Year 11 students from the Islington Academy. The Headmaster reported that Junior Sixth pupils from both CLS and CLSG would be supporting Islington Academy students in Mathematics and English in the run up to their GCSE examinations. Islington Academy students would be attending mentoring sessions at CLS for six consecutive weeks commencing this Thursday to assist them in their exam preparations. The Chief Commoner, as Chairman of the City of London Academy Islington, recorded his thanks to the School for their support in this area.

Masterclasses

The Headmaster explained that CLS staff would be providing Masterclasses in Maths, English and Science on Saturdays for the rest of this term and the first Saturday of next - paid for by the Wolfson Foundation - for 6th Form Bursary holders who are joining CLS in September from state schools. He added that he had invited other students from a local Academy to attend these classes too.

Diamond Jubilee of Her Majesty the Queen

The Board discussed a commemorative token for pupils and other members of the school community. Discussions took place as to whether a commemorative coin or a commemorative mug would be most suitable. Pictures of both were tabled.

It was agreed that a commemorative coin would be most suitable and durable. It was also highlighted that a commemorative coin had been issued to pupils in 1953.

CLS Staff Network Usage & Security Policy

A Governor made the point that, in approving these policies, officers must ensure that the names and 'personal data' of individual pupils (such as which University they were planning to attend) were no longer published in public papers.

The Board went on to approve both the CLS Staff Network Usage and the Security Policy.

RESOLVED – That,

- i) the Town Clerk, in consultation with the Headmaster, the Second Master and the Chairman and Deputy Chairman be granted delegated authority to sign off any amendments to the new Child Protection Policy as soon as possible with the amended Policy then presented to the next full Board for information; and
- ii) the CLS Staff Network Usage Policy be approved.

8. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

9. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no additional, urgent items of business for consideration.

10. EXCLUSION OF THE PUBLIC

RESOLVED – That, under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items 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.

<u>Item No</u>	<u>Exempt Paragraphs</u>
11	1, 3 & 4
12	-
13	-

SUMMARY OF MATTERS CONSIDERED WHILST THE PUBLIC WAS EXCLUDED

11. NON-PUBLIC MINUTES

The non-public minutes and summary of the meeting held on 28 November 2011 were approved and agreed as a correct record.

12. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions raised in the non-public session.

13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

The Headmaster raised an item relative to 13+screening at the School and the Chairman raised an item relative to the Chairmanship of the Board.

The meeting closed at 1.15 p.m.

CHAIRMAN

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