

**ACADEMIC & EDUCATION SUB COMMITTEE OF THE BOARD OF GOVERNORS
OF THE CITY OF LONDON FREEMEN'S SCHOOL
Thursday, 4 June 2015**

Minutes of the meeting of the Academic & Education Sub Committee of the Board of Governors of the City of London Freeman's School held at City of London Freeman's School, Ashted Park, Surrey, KT21 1ET on Thursday, 4 June 2015 at 11.30 am

Present

Members:

Stuart Fraser (Chairman)
Deputy Brian Harris
Sir Clive Martin (External Member)
Andrew McMillan (External Member)

In attendance:

Vivienne Littlechild

Officers:

Jacqui Daniels	Town Clerk's Department
Philip MacDonald	Headmaster, City of London Freeman's School
Vicky Buckman	Deputy Head, City of London Freeman's School
Evelyn Guest	City of London Freeman's School
Gareth Hughes	Head of Sixth Form, City of London Freeman's School
Matt Robinson	Head of Junior School, City of London Freeman's School

1. APOLOGIES

Apologies for absence were received from Roger Chadwick and Councillor Chris Townsend.

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

There were no declarations of interest under the Code of Conduct relating to items on the agenda.

3. MINUTES

RESOLVED: That public the minutes of the Academic and Education Sub-Committee meeting held on 10 November 2014 be approved as an accurate record, subject to the name of Mark Beach in the list of officers present being amended to read Matt Robinson.

4. PUPIL AND PARENT DATA PROTECTION POLICY

The Sub-Committee received the current version of the draft City of London Freeman's School Pupil and Parent Data Protection Policy for discussion and adoption.

RESOLVED: That approval be given to the adoption of the City of London Freemen's School Pupil and Parent Data Protection Policy.

5. **INDUCTION PROCEDURES FOR NEW PUPILS**

The Head of the Upper School gave a detailed presentation of the current Induction procedures for review. The Governors were assured that there was a similar regime for the other intakes into the School.

RESOLVED – That the current induction procedures, as outlined by the Head of the Upper School, be endorsed.

6. **INDEPENDENT SCHOOLS INSPECTORATE - INSPECTOR'S REPORT**

The Headmaster updated the Governors on the contents of the Independent School's Inspectorate's report on the School. He reported that the School had been awarded 'Excellent' in eight out of the nine areas and had written to the parents to inform them.

The Chairman congratulated the Head and all the staff involved in this excellent result.

The Head referred to the remaining area which was concerned with Boarding and had been awarded 'Good' where two recommendations had been made one recommended more formal consultation being carried out with boarders and to that end a Boarding Pupils Forum would be set up and an existing system of rewards for good behaviour or results would be formalised. The other recommendation related to making the new accommodation more homely and that recommendation would also be implemented.

The Chairman suggested that the contribution of the Head and his team be recognised and it was agreed that any proposal in line with that given to the City of London School for Girls be supported and that, if necessary, any recommendations be made to Governors via email.

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

There were no questions.

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

There were no items of urgent business.

9. **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.

Item No.
10

Exempt Paragraph
3

10. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 10 November 2014 were considered and approved as a correct record.

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

There were two non-public questions relating to the work of the Sub-Committee.

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

There were no urgent non-public items.

The meeting ended at 12.40 pm

Chairman

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