

**Minutes for the Extraordinary Board of Governors Meeting
Swanmore College 2024/25
30th September 2024**

Present	In attendance	Apologies
Nicola Fisher (NF)	Sue Baker (SB)	Jez Bird
Dennis Gamblin (DG)	Brett Parker (BPR)	Bex Perryman (BP)
Justin Jamieson (JJ)	Mandy Sadler (MS) – Clerk	Mike Taylor
Phil Harris-Bridge (PHB)		
Helen Horn (HH)		
Jane Hulme (JH) (via phone audio)		
Kyle Jonathan (HDT) (Head Teacher)	Available to join via Zoom link which experienced technical difficulties	
Dave Mason (DM)	Tracey Quitek (TQ)	
Ian Mills (IM) (Chair)	Danya Rageb (DR)	Absent
Tina Paskins (TPa)		Jon Phillips (JP)
		Kyle Evans (KE)
		Matthew Moore (MM)

Meeting Started at 5.10pm

Item	Subject	Action
1	<p>Welcome and Apologies</p> <p>This is a single item agenda to approve the Safeguarding Audit.</p> <p><i>(Prior to the start of the meeting several attempts were made to connect to the Zoom link to enable the governors who had agreed to attend by this link to join the meeting. This was not successful. JH was contacted by phone and joined via phone audio as her contribution as Safeguarding Governor was needed for the meeting. Apologies to those governors who were unable to attend via Zoom, due to the technical difficulties.)</i></p>	
2	<p>Annual Register of Pecuniary Interests</p> <p>No interests were declared.</p>	
3	<p>Safeguarding Audit</p> <p>The Safeguarding Audit had been reviewed by JH during the summer term.</p> <p>Q: Has suitable governor safeguarding training been identified, and can the link be shared to all governors?</p> <p>A: Yes, IM offered to test the links to the training and then to post these on the Gov Hub noticeboard.</p> <p>ACTION: IM to check the safeguarding training links and then post these on the Gov Hub noticeboard.</p>	IM

Item	Subject	Action
	<p>There was a discussion about the safeguarding questions to be covered during link governor visits. JH explained that there was a selection of questions so that governors could choose the most appropriate for their visit. This would give flexibility and enable questions to be tailored to the context of the visit. Details of this will be posted on governor Hub by Gill Brown.</p> <p>ACTION: Gill Brown (BRN) to post details of the safeguarding questions for governor visits to Gov Hub.</p> <p>Q: What is the expectation for the safeguarding questions? A: This should be recorded in the link governor visit report. Q: on p 13 of the audit there is a point highlighted about data protection training. What does this signify? A: (JH responded) That was a question for us while doing the audit. We wondered if there is a data protection course available for governors as all governors need to have access to such training.</p> <p>JJ informed the meeting that HCC Governor Services do have this training available for governors. It was agreed that this should be completed by all governors over the next 18 months.</p> <p>ACTION: ALL Governors to undertake the HCC Data protection training by March 2026.</p> <p>DECISION: The Safeguarding Audit was unanimously approved.</p>	<p>BRN</p> <p>All Governors</p>

Meeting ended 17.20

Actions C/F

Reference	Action	When	Who
30/9/24 Item 3	BRN to post details of the safeguarding questions for governor visits to Gov Hub.	asap	BRN
30/9/24 Item 3	IM to check the link to the safeguarding training and then post these on Gov Hub.	ASAP Complete 1/10/24	IM
30/9/24 Item 3	ALL Governors to undertake the HCC Data Protection training by March 2026.	By March 2026	All Governors