



STAFF VOICE MEETING

8th November 2022

MINUTES

Present:	Stephen Lawlor	SLA	Headteacher (Chair)
	Jo Cross	JCR	Deputy Headteacher
	Fiona Harrison	FHA	Deputy Headteacher
	Melissa Mulgrew	MMU	Business Manager
	Chris Lamberti	CLA	Staff Governor
	Sarah Clements	SCL	Staff Governor
	Jonathan Harvey	JHA	School Development Leader (SDL)*
	Matt Carter	MCT	School Development Leader (SDL)*
	Graham Lodge	GLO	School Development Leader (SDL)*
	Terry Warner	TWA	NEU Representative
	Rae Dale	RDA	Support Staff Representative
	Faye Thoburn	FTH	Senior Assistant to Headteacher (Minutes)

		Action
1.	Apologies for absence HPO / EMA / RCO	
2.	Pay Policy The updated Pay Policy was reviewed. MMU to clarify one of the updated figures.	MMU
3.	Staff Wellbeing JCR provide updates for colleagues: September - From 01.09.2022 to 30.09.2022 573 periods of absence reported (inc 130 x trips & 95 maternity/paternity leave) 337 periods required cover 55 periods covered by external cover supervisors 127 periods covered by internal cover supervisors 56 periods covered by external supply staff (PDY, MJA, MGU) Periods covered by teachers within their Departments. Details as follows: 9 by Science Departments 28 by Languages Department 6 by PE Department 3 by Maths Department 2 by Music Department 1 by English Department 50 periods covered by teachers for emergency cover.	



	<p>October - From 01.10.2022 to 31.10.2022</p> <p>646 periods of absence reported 302 periods required cover</p> <p>86 periods covered by external cover supervisors 92 periods covered by internal cover supervisors</p> <p>104 periods covered by teachers within their Departments.</p> <p>Details as follows:</p> <p>3 by Maths Department 8 by Chemistry Department 3 by PE Department covering 47 by French Department 43 by Computer Science supply (PDO)</p> <p>20 periods covered by teachers for emergency cover.</p> <p>2 Workload Management Days.</p>	
4.	<p>Items from Union Representatives</p> <p>Discussion about the likely national industrial action after the Christmas break. Accepted legal and best practice will be followed.</p>	
5.	<p>Items from Staff Governors</p> <ul style="list-style-type: none"> • Discussion about RTP. Noted that we work to balance the importance of this now statutory content with the running of other lessons and activities. • Extra Bank Holiday (on 8th May) next year for the King's coronation. Will result in a day of teaching lost, including for Year 13 students. • Discussion about information flow and school communications. The importance of consulting the Staff Briefing minutes (published on Wednesdays) and the Weekly Diary (published on Fridays), as well as the school calendar, available on the R drive. Staff Wellbeing – following on from discussions at the previous SV mtg, MMU to continue to work on a space for colleagues to use, linked to our Adult Mental Health First Aider initiative. 	MMU



STAFF VOICE MEETING

8th November 2022

MINUTES

6.	Items from School Development Leaders <ul style="list-style-type: none">• Discussion about emails that are sent to students also being sent to staff, to support staff fielding questions.• Discussions about for time programmes and activities being moved. Agreed that it is best to run the published programmes, keeping activities where they are. If something cannot happen on the designated day, the normal programme will not be changed to accommodate this – the activity will take place at the next scheduled opportunity.	FHR
7.	Future Meeting Dates <ul style="list-style-type: none">• Wednesday 1st March 2023• Thursday 15th June 2023 <p>All meetings to be held in SLA's office, 12:45-1.30pm.</p>	