

**BEAUMONT SCHOOL (Company Number 8104190)**  
**MINUTES OF MEETING OF GOVERNORS HELD ON**  
**Thursday 26<sup>th</sup> January 2017 at 6.30pm**

Governors Present:

Alex Hall (“AHa”) (Chair), Liz Hitch (“EHi”), Alison Wallis (“AWa”), Torie Stewart (“VSt”), Gary Kellett (“GKe”), Hannah Henry (“HHe”), John McAlister (“JMI”), Lianne Sherwood (“LSh”), Ian Johnston (“JJo”), Catherine Hopkin (“CHo”), Cate Davies (“CDa”), David Lee (“DLe”), Brenda Austin (“BAu”), Rena Prindiville (“RPr”), Mike Cameron (“MCA”) and Alison Curran (“ACu”).

In attendance:

Simone Kilka-Green (“SKi”)

Clerk to the Governing Body

**1. Apologies for Absence**

Apologies for absence had been received from Martin Atkinson (“MAT”) and Anna Battaglia-Geymonat (“ABa”). Consent was given to their absence. All other Governors were present at the meeting.

AHa noted that the meeting was quorate.

**2. Declaration of any conflict of interest foreseen in relation to agenda items and undertaking to declare any that arises in the course of the meeting**

Governors were reminded that anyone with a conflict of interest must declare it, withdraw from the meeting and take no part in any discussion or decision on the matter. No conflict was declared.

**3. To receive notification of any other business for item 5**

No additional business was raised.

**4. Discussion and approval of the recommendation of the panel on the appointment of the new Headteacher**

On behalf of the panel of Governors (to whom responsibility for the process of the recruitment of the new Headteacher had been delegated at the FGB meeting on 10<sup>th</sup> November 2016), AHa reported as follows:

- The fourteen applications for the position of Headteacher were reduced to a shortlist of six candidates, each of whom attended the first interview day on Wednesday 25<sup>th</sup> January 2017. Three of those six were invited to attend the second interview day, earlier that day.
- Each of the final three selected candidates were Deputy Headteachers at their respective schools.
- The Hertfordshire Improvement Partner (“HIP”) had agreed with the panel that the selection process was a very robust and rigorous process. The HIP was involved throughout as an adviser to the panel.
- AHa outlined the activities which the candidates had completed on the second day, which included leading assemblies, giving a presentation to the recruitment panel, spending time with the Leadership Team (who provided their feedback to the panel), and a one-hour interview with the recruitment panel, at which each candidate was asked 10 challenging questions.
- The recruitment panel was unanimous in recommending that Martin Atkinson be appointed

as the new Headteacher with effect from 1<sup>st</sup> September 2017. The recommendation was supported by the HIP.

Governors unanimously approved the appointment of Martin Atkinson as the new Headteacher with effect from 1<sup>st</sup> September 2017, with a starting salary within the Individual School Range (ISR) of L33-39.

Governors also unanimously confirmed that the appointment process had been carried out properly and thanked everyone involved in the process which had been very intense for everyone.

Governors discussed the process of informing the staff, students and parents of the appointment and agreed that, upon Martin Atkinson confirming his acceptance of the offer (and once the unsuccessful candidates had been informed), staff would be informed that evening by email, and parents and students would be informed the following morning by Parentmail and in tutor time respectively. EHi also agreed to email all local Headteachers to inform them of the appointment, as a matter of courtesy.

**5. To receive any other business as notified in item 3**

There was no additional business raised.

**6. Dates of next meetings**

**Governor Day and Extended Meeting – Wednesday 2<sup>nd</sup> March 2017, 11am to 3pm and 3pm to 6.30pm**  
**FGB meeting – Thursday 23<sup>rd</sup> March 2017 at 7pm**

AHa declared the meeting closed at 6.45pm.

Signed: .....  
Chair of Governors  
Dated:.....