



Governors' Minutes

The minutes of governor meetings are public documents and are open to be viewed by any interested person.

The Governing Board has opted not to place its minutes on the school's web site, preferring instead to have them available in the school on request. We have taken this approach as, by their nature, minutes are the "written record of an official proceeding. The notes recounting the transactions occurring at a meeting or official proceeding for future reference" (Ref. The Free Dictionary). They are therefore not exhaustive records of everything that was said. As a result, the governors have a concern that reading the minutes in isolation, without the ability to understand the context of the discussion, could be misinterpreted.

Minutes are therefore available to be read at the school, where a member of the senior staff or a member of the Governing Board could be available to answer any questions or set the context of the material being discussed.

Note:

The Governing Board is not required to make available confidential minutes and minutes which contain material relating to matters which, by reason of the nature, the Governing Board is satisfied should remain confidential.