Minutes of the Local Governing Body of Harrogate Grammar School
held in Room S03 on Tuesday 2nd July 2019, commencing 6.15 pm

Present: Mr P Cotton (Chair), Mr J Godfrey, Mrs J Johnson, Mr J Topping, Mr D Hurcomb, Mr R Sheriff (Executive Headteacher), Dr T Stowell, Mr S Howell (CFO)

Also present: Mrs K Moat, Mr N Renton, Mrs C Bradbury (Minutes).

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<th>Minute No.</th>
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| LGB 1      | The meeting commenced at 18:25.  
  **1. Apologies**  
  Apologies have been received from Mr I Sugarman, Mrs J Watson.  
  Apologies were accepted.  
  The Chair asked for thanks to be recorded for Mr Sugarman who steps down as Parent Governor this term. He has made a fabulous contribution over the past few years, being really supportive particularly around initiatives for sport. Formal thanks to be made at the next meeting.  
  The Chair then gave an update on the Parent Governor election. There are four candidates, it has been agreed due to the time constraints of the end of term and the election will be held at the beginning of September. |
| LGB 2      |  
  **2. Additional Declaration of Interests**  
  There were no additional declarations of interest. |
| LGB 3      |  
  **3. Minutes of the Last Meeting and Matters Arising**  
  The minutes of the last meeting were proposed as a true and correct record by Mr Godfrey, seconded by Mr Topping, all in favour.  
  **Matters Arising**  
  The student survey is being issued on Monday and school dinners have been added to the survey.  
  The school have been awarded with the Computing Hub following a meeting in York on Monday. This will come into effect from November. Dr Robson to take the lead, putting staff in place along with D Toms. A Governor asked what does this mean for us? More funding for the school to train teachers with a focus on increasing student participation in computing and address gender imbalance in take up. This will be one of 23 hubs which has been appointed nationally. A further question what does it mean in terms of the injection of cash with regards more teachers? There is no contribution as such it is akin to the Maths Hub where £700k was received but £625k was spent. |
The balance of £75k helps to pay for teaching and administrative costs. It will benefit both the school and the Alliance. Governors then had a discussion around this including students who do GSCE computing.

### 4. Executive Headteacher’s Report

The report had been issued to Governors ahead of the meeting, so the Executive Headteacher gave a brief overview.

A Governor asked with regards to the appointments are they rebalancing out those who left earlier in the year, as there are more joining than leaving? Yes. There are quite a lot on the list who are NQT’s, is that the normal proportion that you would have or are there more this year? There are a few more maybe 2 or 3 due to being more proactive and looking at who would be available coming through. Benchmarking figures can be provided to Governors later on in the year to compare across the Trust.

The Executive Headteacher covered the substantial change to the senior team going forward. He confirmed a letter had been issued to parents regarding the transition, which thanks to colleagues in school has been smooth. He asked for it to be recorded that the team have been fantastic, and Mr Renton leading the school with Mrs Moat’s help will be a great success. He also wanted to thank the governors for the support he has received over the past 12 years in his role as Headteacher.

The Chair formally responded on behalf of all Governors to express thanks for all of the hard work and dedication the Head has given to the role over the past 12 years, the school he is leaving is different to the one he arrived at. The true measure of success is the popularity of the school.

### Finance

The CFO gave an update. He is grateful for the help of K Rossington who has reported a continuing calmness to the school’s figures, with £494k projected reserves expected at the end of this year. This represents 5.7% of the annual GAG. He then handed out the 3 year budget forecast and covered the headlines in this report. Governors then had a discussion regarding staffing number assumptions and future costs.

The CFO asked Governors for approval of the tabled budget. All were in favour and the budget was approved.

### Alumni

An update was given on the event which was held at the beginning of June. The Alumni Link Governor confirmed he had attended and it was a fantastic day, much going on including tours around the school, events outside. Over 150 people attended, with around 50 playing rugby. Email addresses were obtained from around 80 alumni with a piece of work to be done gathering contact details from the rugby players. A Governor asked for our year 13 students who have just left, have they signed up for this? Not yet it was agreed that it would be better to capture then as they start Year 12 along with those who leave the school in Year 11.

### Teaching School Alliance

The annual report from the Teaching School was included in the Executive Headteachers report. A Governor asked in Section 15, 3 schools have chosen to leave, on what basis? One Secondary has left due to issues with Post-16 collaboration, or lack of it. The two primaries were partners with this school.
## GCSE/A Level Results

Governors were given an update on how the examinations had gone. The bulk of the students were superb, there was a difficult cohort in Year 11 where special arrangements had to be made with various different things happening, the Exams Team have done an amazing job. Looking at the Year 11 cohort to ensure the right students are in there. Some students will be rolled back to Year 10, the rest will be accepted and will appear in the results in September. Four of these students have already secured apprenticeships.

## LGB 5

### 5. Chair of Governor’s Report

The Chair gave a verbal report to Governors including an update on the difficult permanent exclusion hearing that was recently held. He thanked the two other Governors involved for their time. A full and thorough process was followed by the school and the panel upheld the school’s decision.

## LGB 6

### 6. Link Governors and Visits to School

The Maths Link Governor confirmed she had met with C Prestwich who is retiring at the end of term, and she was also involved with the interviews for the replacement. The Maths Hub will continue to be a positive for the school, opportunities have been created to bring money into the school due to the DfE having a tighter control on finances. A Governor asked where has the new Executive Head come from? She has been working as an Assistant Maths Hub Lead and Director of Maths at Outwood Academy Trust for the past 10 years.

## LGB 7

### 7. Trust Update (Standing Item)

The Executive Head gave an update on the Trust matters. There have been Ofsted Inspections at two of the schools which have been very successful. Lots of work is being done in terms of building the Trust core team, an Estates Manager has been appointed, along with a new Financial Controller both of whom join the team in August.

There are no immediate plans for expansion, the Trust would like to work on the infrastructure, build on collaborative work, behaviour management/alternative provision, systems etc.

## LGB 8

### 8. Ofsted Preparation

An update was given to Governors on the new Framework which commences September 2019. The school have benefitted from being part of the Trust and Alliance as everybody has worked together as a team, and have been involved in training events through the Trust with inspectors coming to present so feel very prepared for what is coming. The key differences were then covered for Governors. Out of all of the changes there are three things being worked on:

- Intent
- Implementation
- Impact.

It was agreed that this would be included in a future Development session.

The paper to be circulated to Governors.
9. Policy Approval

Behaviour Management
Searching Screening, Confiscation and Restraint

A panel of Governors met before the meeting to look at the updated Policies. They reported that the changes were all positive and both Policies were proposed for approval by Mrs Johnson, seconded by Dr Stowell with all Governors in favour.

10. Correspondence

The correspondence received by school had been issued ahead of the meeting and there were no further matters arising from these.

11. Any Other Business

The Clerk to distribute the dates of the meetings for 2019/2020.

Governors discussed the proposed new track to be implemented at the school.

12. Development Focus Session

As this was the last meeting of the term and also the last meeting for the Executive Headteacher, Governors held a presentation for him and the meeting therefore closed at 8.00 pm.

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<td>LGB 1</td>
<td>Formal thanks to be made to IS at next meeting</td>
<td>PC/CLB</td>
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<td>Governor election to be run at the beginning of September</td>
<td>CLB</td>
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<tr>
<td>LGB 4</td>
<td>Benchmarking figures on NQT students to be given later on in year</td>
<td>KLM</td>
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<td>Year 12 Students to be signed up to Alumni at beginning of year</td>
<td>NXR/KLM</td>
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<td>Ofsted preparation to be included in future development session</td>
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