Minutes of the Local Governing Body of

held in Room S03 on Thursday 28 November 2019, commencing 6.15pm

<table>
<thead>
<tr>
<th>Minute No.</th>
<th>Action</th>
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<tbody>
<tr>
<td>LGB 1</td>
<td>The meeting commenced at 18.23pm.</td>
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<tr>
<td></td>
<td><strong>1. Apologies</strong></td>
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<td>Apologies have been received from Mr Topping and Mr Godfrey and apologies were accepted.</td>
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<tr>
<td>LGB 2</td>
<td><strong>2. Minutes of the Last Meeting and Matters Arising</strong></td>
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<td></td>
<td>There is an error on page 3 of the last minutes. In the fifth paragraph, ‘students who did get grades’ should read ‘students who did not get grades’.</td>
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<td></td>
<td>The minutes of the last meeting were agreed as a true record. This was proposed by Mr Hurcomb and seconded by Mrs Johnson.</td>
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<td>Action Points Review</td>
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<td></td>
<td>Mr Topping has tried the Alumni donate button. He is the only one to do this so far. Mr Cotton suggested that there should be objectives relating to the alumni in terms of numbers of Alumni we would like to achieve. This should be reported at each Governors meeting. Mrs Moat to send out the Alumni action plan to Governors. Ms Watson explained the work that was being done with Sixth Form students to encourage them to sign up.</td>
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<td></td>
<td>The action point with SGH relating to West End Ave is still outstanding.</td>
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<td>LGB 3</td>
<td><strong>3. Headteacher’s Report</strong></td>
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Admissions and leavers

There has been a little movement in pupil numbers since the start of the year. There were 600 students in the Sixth Form at census.

Student progress

The year 11 mocks will start next week and the year 13 mocks will start in the new year.

Pupil premium students are a significant target group, particularly in terms of attendance. We are working with these children and they are receiving support, particularly in maths and English. 6 of those 25 pupil premium students in year 11 are unlikely to take GCSEs.

Exclusions

It is a very positive picture for exclusions and we are now back to the level in 2014/15. This is largely due to the new behavior policy and alternative provision. A Governor asked if the policy has translated to better behavior in school which it has.

All staff have received attachment and trauma training which has been very helpful.

Attendance

Attendance is slightly lower than previous years but the percentage is very sensitive to change at this early part of the year.

Mr Renton gave an explanation around the complexities of Sixth Form attendance and confirmed that it is tracking where it usually is at this time of year. Robust systems are in place including a Sixth Form attendance officer, attendance summits and persistent absentee being discussed at team meetings and support being put in place. Some students have complex pastoral issues.

Staffing

The site services team are back to full strength after the recruitment of 2 site custodians to replace leavers.

Finance

The finance summary has been presented in a new way. The dashboard is an overall summary. The GAG (general annual grant) is where we would expect it to be. Teaching costs are lower than expected to date due to the pay increase not coming into effect until November. The Maths hub has had a large underspend in previous years.

The quote for the new build is £1.68 million which will be paid for by NYCC and the Trust. HGS will pay for new offices (£24k) and furniture (£10K). Mr Renton advised Governors that the toilets need refurbishment. This is currently budgeted for £50k and will come out of the reserves next year. £50K, however, may be optimistic. We are also in the process of getting a quote for a canopy where Sustain is. This would be a covered structure so that Sustain can be used all year. We would look to the PTA to help fund this project.
Longer term projects include the design block and refurbishment work in classrooms and corridors.

A Governor challenged what would happen if the new build goes over budget. If there is an overspend, the contingency sits with the trust and NYCC.

A Governor asked where we are in the process of the new build. Mr Renton confirmed that we are currently deciding between companies, via the tendering process.

Mr Rant advised Governors that the finishing position for last year was a £247k surplus. It has been a big exercise to clear some of the income from trips, D of E and buses. We have improved the closed down position.

Mr Renton advised that there are two new roles needed – Business and Operations Manager and second Student Support Manager in Sixth Form.

The Business and Operations Manager would have responsibility for the day to day management of operations activity. A Governor challenged if this role should be provided by the Trust and if we are already paying for this. Mr Renton confirmed that we need this on a day to day basis. We also feel that this person could generate additional income through a coordinated lettings policy. We are only one of two schools in the MAT who don’t have this post. This new role would have responsibility for all business operations including catering, site, health and safety and finance in the role previously performed by SGH.

The other required role is a Student Support Manager in Sixth Form. Given the size of the Sixth Form, this is needed not only for parity of support with the lower school, but would also allow the Assistant Director of Sixth Form more time to work on strategic teaching and learning based projects.

**Safeguarding**

Mr Brown and Mr Powell have been trained so are now additional DSL’s in school.

**Subjects of concern**

**PE**

The area that had the biggest impact on results last year was coursework. The new specification is much more challenging in terms of practical work. Students need to evidence three sports, so a climbing course has been introduced which is delivered by climbing instructors. Parents have been made aware of the need of filmed evidence and the new rules. Students can use video equipment from the school which will help. The department will have a peer review in the new year.

**French**

First data review meetings show a stronger and more stable position this year. They are a very different cohort than last year. We expect to see an increase in performance in French this year. Ofqual have acknowledged that GCSE French is in the top 5 of most severely graded subjects and will make adjustments for this. Miss Wood teaches two days a week and will finish at the end of this year however, the Head of French is expected back after maternity leave.
**Business**

This is still a developing area and we are not quite there yet, but we are aware of the issues surrounding some aspects of teaching and learning and are dealing with them. AGS continues to lead this area as executive faculty leader and an external review will take place in the new year. At Post 16, we are looking at the introduction of a BTEC to further enhance provision and meet need.

**Development plan**

Has been ragged in terms of action.

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### LGB 4

#### 4. Chair of Governors’ Report

The Chair confirmed that he, Dr Stowell and Mr Sheriff had completed the annual appraisal of Mr Renton and objectives have been set which has been very positive. Mr Renton and Mrs Moat did a fantastic job in the leadership of the school last year.

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### LGB 5

#### 5. Link Governors and Visits to Schools

Link reports had been received for PE, SEND and Alumni.

PE – there is a real attempt to develop outcomes from last year. A discussion took place about the overall ethos of PE in school and extracurricular activities. We have just introduced a QR code which allows us to track involvement in extracurricular activities, particularly of disadvantaged students.

Learning support - This team is undergoing a period of change in leadership and there are challenges around alternative provision in the local area. Mr Renton confirmed that the PRU was no longer facing immediate closure although local provision is not strong. Mrs Moat advised Governors that we have a changing cohort. There are 17 students this year who will not sit GCSEs (this was 10 students last year). These students have bespoke timetables to meet their needs.

The Chair thanked Governors for their reports.

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### LGB 6

#### 6. Policy for approval

The updated SEND policy was approved. This was proposed by Dr Stowell and seconded by Mr Lindley.

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### LGB 7

#### 7. Correspondence

Correspondence had been included in the Governor packs. Well done to the team.
8. Any Other Business

Archery

Mr Renton advised Governors that Mr Kempton was developing archery provision to offer to students in an identified cohort. This will be an engaging part of our curriculum.

Track

The topographical survey is being completed tomorrow.

A Governor challenged that there are no year 8 trips this year. Mr Renton advised that this has been rolled into a year 9 outward bound trip. We are looking to introduce a year 8 languages trip. We are also looking into the process of booking onto trips.

Mr Renton gave Governors a brief update on our application to become an Eco-School with the Greenflag award.

9. The new Education Inspection Framework (EIF) and English Curriculum Exploration Review

Mr Renton and Mrs Moat gave a presentation on the new Education Inspection Framework (EIF).

Nearly all faculty areas will have had a peer review/deep dive by the end of January. Our staff have been very positive.

It was agreed that we will send a list of questions that Ofsted may ask when they call to request a visit and this presentation.

Mr Renton and Mrs Moat explained the challenging nature of the new framework in relation to the outstanding judgement and the progress made in preparation for the new framework.

Meeting closed at 8.52pm.

ACTION POINTS

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<th>ITEM NO</th>
<th>ACTION</th>
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<tr>
<td>2</td>
<td>Send Alumni action plan to Governors</td>
<td>KLM</td>
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<td>2</td>
<td>West End Avenue resident request for a long-term garden lease.</td>
<td>SGH</td>
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<tr>
<td>5</td>
<td>Participation levels in extracurricular PE</td>
<td>PE dept</td>
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<tr>
<td>9</td>
<td>Send Ofsted call questions and EIF presentation to Governors</td>
<td>AVT</td>
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