



## Minutes of the Local Governing Body of

held on Thursday 13 February 2025 at 5.30pm

Present: Mr A Lindley (Chair), Mr N Renton (Headteacher), Ms J Watson, Dr J Featherstone, Mr D Hurcomb, Mr C Howard, Miss O Charles, Mrs A Meacher, Dr T Stowell

Apologies None

Also present: Miss K Smith, Mrs K Moat

Minute No.		Action
LGB 1	<p><b>1. Apologies</b></p> <p>None. No declarations of interest were reported.</p>	
LGB 2	<p><b>2. Minutes of the last meetings</b></p> <p>The minutes of the last meeting were agreed.</p> <p>Mr Renton advised Governors that the Emergency Response Plan does not specifically include a section on fire as there is a separate internal policy about that risk. We have a new fire alarm system and this is being tested.</p>	
LGB 3	<p><b>3. Headteacher's Report</b></p> <p>Governors were asked for any questions after having read the report.</p> <p>A Governor asked if there had been any prevent referrals. Ms Smith confirmed that 1 referral had been made.</p> <p>It is pleasing to see that the PP cohort is performing better.</p> <p>Mr Renton confirmed that attendance is still a concern but this continues to be an area of focus.</p> <p>A Governor challenged about the social media posts that seem to emphasise sport. Mr Renton advised that there is no intention here and that he will try to balance representation. There will be posts shortly about the Bar Mock trials.</p>	

LGB 4	<p><b>4. Policies for approval</b></p> <p>The following policies were approved by Governors</p> <ul style="list-style-type: none"> <li>• Designated teacher for looked after children</li> <li>• RSE policy</li> <li>• Searching and confiscation policy</li> <li>• SEND policy</li> <li>• Substance Use policy</li> <li>• Students with health needs who cannot attend school</li> </ul> <p>A Governor asked how much time is spent on confiscation. Miss Smith advised that the vast majority of students keep their phones in their bag. This is not an issue in school.</p> <p>In the Designated teacher for looked after children, section 5, it was suggested to clarify the definition of children and specify that they are under 18.</p> <p>Policies were approved.</p>	
LGB 5	<p><b>5. Chair of Governors report</b></p> <p>The Chair had nothing to report.</p>	
LGB 6	<p><b>6. Link Governors</b></p> <p>A Governor had visited Learning Support and PE and he will report back in the next meeting.</p> <p>A Governor had recently attended a Head Student lunch and commented that the students he had met were very impressive young people.</p>	
LGB 7	<p><b>7. Risk register update</b></p> <p>Mr Renton advised Governors that there are three current risks causing concern.</p> <p>Governors were made aware of the financial issues faced by the school for next year.</p> <p>IT – there has unfortunately been issues this week with an external server. There was an issue about why the transfer to another server didn't happen straight away. It was disappointing that this happened as IT had been better. It is good that someone is on site and we have to see this as progress. The Deputy IT director is attending safeguarding meetings with the new site manager. The new Trust COO will be looking into the IT system.</p> <p>A Governor challenged that we need to be clear on what happened and why. Why was there no buffer on the server – who was looking at that? Mr Renton advised that there will be a review meeting and we will invite a Governor to attend.</p> <p>People – the recruitment and retention of teachers remains challenging. A Governor asked if this was a trend. Mr Renton explained the patterns around retention and teacher career stages.</p>	

LGB 8	<p><b>Y11 update</b></p> <p>Mr Mason reported on Y11. There has been detailed analysis of the data from the recent mocks. There will be no P8 this year but we have been concentrating on the maths and English attainment. The mock boundaries are much tighter this year. The maths cohort are in a much stronger position than in previous years. The English department are working on literacy.</p> <p>A Governor asked why the mock data is lower than the summer exams. This is largely due to the preparation for the summer exams.</p> <p>A Governor asked how we had arrived at this years target. We do not have KS2 data but we do have YELLIS tests and we wanted to be really ambitious. We want to be one of the highest performing schools in the country. 95/90/40 target is a whole school target across all the subjects. We also did the mocks a month earlier than previous years.</p> <p>A Governor asked about next year. There will still be no P8 data.</p> <p>There is a gender gap and we are working hard to close this. There are 26 students in the PP group this year and the gap has closed following the mocks.</p> <p><b>Actions taken</b></p> <ul style="list-style-type: none"> <li>Gave mock results out in the Hall and had the parents evening on the same day</li> <li>Data meetings have taken place</li> <li>Feedback in subject lessons</li> <li>Identification of key students and support in place</li> <li>Mentor scheme – staff, SLT, Sixth Formers</li> <li>Showbie folder with multiple resources</li> </ul> <p>Mr Mason showed Governors the new Preparing for Exams booklet and the additional revision sessions that are taking place.</p> <p>Mr Mason also gave a brief overview of careers advice and current destinations.</p> <p>Using the experience of last year, we have put things in place earlier.</p> <p><b>Y13 update</b></p> <p>Mr Twitchin advised there have been 560 applications for Y12 next year.</p> <p>Mr Twitchin explained the mock results compared to targets. The mock results are higher than this time last year.</p> <p>Value added for the results last year was 0.13 which puts us above average. We are confident that our students will improve on this. The VA for applied courses is 0.25.</p> <p>The girls are very close to their target at A*-B. There is more work to do with the boys.</p> <p>A Governor asked why the targets for boys are lower. This is because it is based on their KS4 outcomes.</p> <p>Mr Twitchin also discussed the targets for disadvantaged students and those new to the school.</p>	
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	<p><b>Actions taken</b></p> <p>Mock results day Dedicated feedback week Identification of underperforming students Data meetings 293 UCAS applications submitted Apprenticeship conference</p> <p>A Governor asked what the success rate is for students going to university. Mr Twitchin advised that 80% of students go to their first choice university.</p> <p>Mr Twitchin listed the next steps:</p> <ul style="list-style-type: none"><li>• Parent Consultation Evening</li><li>• Individual meetings with underperforming students with parents</li><li>• Career appointments available</li><li>• Year 13 Advisory Evening for parents/carers</li><li>• Structured revision tasks set in all subjects</li><li>• Weekly revision sessions</li><li>• Easter revision programme</li><li>• All students with SEND to meet with Learning Mentor – revision skills focus</li><li>• Focus sessions with friendship groups</li><li>• Themed countdown weeks</li><li>• Special considerations letters to universities/apprenticeship application support</li><li>• Pret sessions for all exams</li></ul> <p>The Apprenticeships conference was very successful.</p>	
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LGB 9	<p><b>9. Proposal item</b></p> <p>Mr Renton gave Governors background to the challenges with the financial position.</p> <p>We have £703,000 in reserves and targeting another £100,000 plus to add to reserves. This gives us the 5% reserve position, as expected by the Department of Education.</p> <p>The Computing Hub finishes at the end of March. This will impact the reserves.</p> <p>We have been asked to find £550,000 through the early budget next year. If we don't get to that figure, we will have to reduce the reserves. Last year, we found savings in areas such as site, catering and other general areas.</p> <p><b>Drivers</b>  We owe Rossett for their Sixth Form students due to lagged funding  Teacher and operational pay rises that are not fully funded. Teachers are forecast for 2.8% increase.</p> <p>A Governor asked if the reserves were locked money. Mr Renton advised that we have to maintain the reserves for the financial viability of HGS and the wider trust of schools. Some schools are in a far worse position but due to our size, it is imperative for the Trust that our budget is working properly.</p> <p><b>Proposal 4</b>  The Associate Assistant Headteachers roles will not be renewed. They were temporary roles.</p> <p>A Governor asked is they would like to step up and do the role without the salary?</p> <p><b>Proposal 1</b>  To reduce the number of lessons by 1 for Y12 over the fortnight. Other schools deliver the same number of lessons over the fortnight in Y12. Given our technology, we think we can do this with little adverse impact on provision. We might run through to Y13 if we needed to.</p> <p>A Governor asked if any schools are offering more. There are some schools in the alliance that offer our proposed model.</p> <p>A Governor queried the outcomes. Mr Renton confirmed that we do not see if adversely outcomes. Ms Watson advised that teachers would have to re-evaluate how to deliver through specific study periods.</p> <p><b>Proposal 2</b>  After the pandemic we added an additional class for English, maths and science which has resulted in some smaller classes at the bottom end. The plan is to reduce the number of lessons for these subjects to pre-pandemic numbers.</p> <p>A Governor asked why just these subjects. Mrs Moat advised that they have the most curriculum time and are set.</p> <p><b>Proposal 3</b>  Increase of teaching load to 53. Teacher planning time would be reduced but still over to 10% recommended allowance. We proposed this last year and decided not to proceed.</p>	
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	<p>We could fix one planning time on the last period on Friday. School would close and PPA could be done at home.</p> <p>A Governor asked if this would reduce Teacher salaries? No but has an overall cost saving benefit.</p> <p>From a parent perspective, there will be 2 early finishes. We would have to give clear communication to parents. Some parents are feeding back that their children are struggling with a 6 period day.</p> <p>A Governor asked if there any educational research that shows the last period on a Friday is constructive. Mr Renton confirmed not to his knowledge.</p> <p>A Governor asked if this could be at the start of the day? This would impact attendance and transport.</p> <p><b>Proposal 5</b>  5% reduction in operational staffing. We have had a look to see if we can use smaller, more efficient teams. Some teams have just been changed with natural staffing change however some teams have not gone through this process. There is a risk of redundancy.</p> <p>If redundancy happens for teachers, it would be effective by the end of December. For operational staff, it would be effective by September.</p> <p>A Governor questioned if 5% is enough and will there be any further efficiencies with the appointment of the Trust Chief Operating Officer. Mr Renton confirmed that we had looked at efficiencies last year, particularly in site and catering so believe this to be sufficient and measured.</p> <p>A Governor asked if the Trust can help with some of these operational tasks?</p> <p>A Governor asked if we had looked at cutting subjects in A level if it has small numbers. Mrs Moat advised that we do that anyway.</p> <p><b>Next steps</b>  Meetings will take place in school with all staff and then we will have a consultation phase. There will then be a special Governors meeting on 3 April where we will feedback from the consultation and if we need to refine our proposals.</p> <p>Governors agreed to accept that there may be redundancies.</p>	
LGB 10	<p>The next meeting will take place on Thursday 3 April at 5.30pm at Harrogate Grammar School.</p>	