



HARROGATE
GRAMMAR SCHOOL
EXCELLENCE FOR ALL

Minutes of the Local Governing Body of

held on Thursday 11 May 2023 at 5.30pm

Present: Mr P Cotton (Chair), Mr A Lindley (Vice Chair), Mr N Renton (Headteacher), Mr J Topping, Ms J Watson, Dr J Featherstone, Mr D Hurcomb, Dr T Stowell, Mrs J Johnson

Apologies Mr J Topping, Mrs K Moat

Also present: Ms Smith, Mrs Jackson, Dr Robson for item 9, Mrs A Toulson (Minutes)

Minute No.		Action
LGB 1	1. Apologies Apologies were received from Mr Topping and Mrs Moat.	
LGB 2	2. Any other business Mr Cotton thanked Mrs Johnson for all her work with the governing committee. Mr Renton thanked Mrs Johnson for all she has done for our school and for her insightful approach. Mrs Johnson thanked governors and said she was sad to leave due to increasing work commitments. Mr Cotton will stand down at the end of the next meeting and highlighted some changes to the governing board. Dr Stowell has confirmed that she will stay on for next year.	
LGB 3	3. Minutes of the last meetings Following some minor corrections, the minutes of the last meeting were formally approved as an accurate record. This was proposed by Mr Lindley and seconded by Dr Featherstone.	

LGB 4

4. Headteacher's Report

Mr Renton introduced Miss Smith as the new interim Deputy Headteacher and advised governors that Mrs Jackson has taken over as interim senior designated safeguarding lead. Miss Smith will take on the role as the lead at Senior Leadership level. Governors thanked these colleagues for stepping up to these roles.

Student numbers

Mr Renton advised that there has been the highest ever number of applications to Y7 and this will result on pressure during the appeals process.

Data

The data dashboard shows KS3 data as broadly in line with the previous year.

Y10 latest data is looking lower than this time last year however, this will remain a focus after the current Y11 leave.

As previously advised to governors, Y11 data is not as strong as last year at this point so we are not expecting the same results as last year. We continue to support this year group in all the ways we can.

Y12 is performing well.

Y13 data tells us that they are in a similar position to last year but their statistical targets are lower. This means that their value added may be higher.

PP

Y11 is a very small cohort, some with very complex issues so that we don't anticipate being able to close the gap as per our aspiration of zero gaps. Y10 PP gap is smaller.

Suspensions

Ms Smith advised that we are still tracking at low rates. A governor challenged the totals of PP students that had received suspensions. This was an error in the reporting and Ms Smith will correct for the next meeting.

Attendance

The attendance figure is improving but still not where we would like it to be. Our figures are higher than national figures. This remains a significant issue across the country and a continued focus.

A governor asked for the definition of persistent absentees. Miss Smith advised that we record as students who have 91% and under attendance.

A governor asked about Sixth Form attendance. Mr Renton advised that this was due to the way we record study in the Sixth Form.

Safeguarding

Mrs Jackson confirmed that all staff will have completed the latest safeguarding training by the end of term.

Alumni

As previously reported to governors, we are continuing to build our presence on new platforms and we have seen good participation to date.

Staffing

Mr Renton advised that there are three long serving year managers who are retiring at the end of this year. Their replacements will start in September.

Mr Renton gave an update on the staffing situation in maths and confirmed that the staff who are leaving have been replaced with maths specialists.

A governor asked if the skill set balanced. Mr Renton confirmed that new staff will need to embed but their expertise is strong and we are confident that they will strengthen the team.

Mr Renton advised that there has been a higher turnover of teaching staff which had not been the case during the pandemic. Recruitment is a national issue.

A governor asked if teachers have an exit interview. Mr Renton confirmed that we do and we are also looking at stay interviews. We have also made significant improvements to the recruitment website.

Finance

At the last meeting, we reported the deficit as £210,000. This has gone up due to costs in premises, catering and alternative provision. The revised deficit is now £260,000.

Mr Renton gave an update on strike action and current industrial relations. The Government is not currently negotiating with unions

There is little investment in school at the moment due to the deficit and uncertainty around future pay awards.

A governor commented that it was not clear how budgets could be squeezed more and that it was good that we undertook the capital expenditure when we did.

Mr Cotton advised new governors to have a training session on the data dashboard with Mrs Moat.

Rossett

Tim Milburn has been appointed as Headteacher at Rossett.

Mr Renton advised of the current work of RKL T and Rossett School joining the Trust. When the Trust looked at the significantly reduced numbers in the school, it was clear that they could not have a viable Sixth Form in terms of the depth of curriculum. If we are able to take the Y12 Rossett students in September, this would allow the school to concentrate on the curriculum at KS3 and KS4. This would then lead to greater collaboration across the two schools. The HGS Sixth Form numbers have been increasing over the last two years, largely due to teacher assessed grades meaning more students were able to access their chosen subjects. This will not be the case this summer with results falling back to 2019 levels. To help make room for the Rossett students, if needed, we will have three additional Sixth Form classrooms as the teaching school offices will be moved to Rossett. Mr Renton is working closely with Mr Milburn to plan for what happens in year 2 and 3 and how to develop collaboration.

A governor commented that they may be the potential to work closely with Rossett through the rugby and netball academies as Rossett has additional facilities. Mr Renton advised that there is a great deal that we can learn from each other.

	<p>G – A governor asked if our Sixth form admission policy would have to be changed. Mr Renton advised that the admission policy is set in advance and we have to ensure that we apply our admission policy fairly. This year, we expect the number of external applicants will come down due to exams reverting to 2019, which will give capacity to take the Rossett students. The policy will be reviewed for 2025/26.</p> <p>A governor asked how confident we are about numbers. Mr Renton advised that this confidence comes from looking at the numbers over many years. It is not, however, entirely in our control.</p> <p>A governor asked if there is a medium-term plan for the Sixth Form. Mr Renton stated his view that we would not want students to lose valuable learning time moving between the sites. We want to work in partnership with Rossett, not merge. The medium- and long-term plan has not been discussed as we are very much focusing support for the current Y11.</p>	
LGB 5	<p>5. Chair of Governors report</p> <p>Nothing to report.</p>	
LGB 6	<p>6. Link Governors</p> <p>The purpose of the link governor is to support and challenge a specific area and report to Governors. As Mrs Johnston has left, we will need to appoint a link for Maths. Dr Stowell does not produce a report as safeguarding governor as minutes are produced following these meetings.</p>	
LGB 7	<p>7. School policies for approval</p> <ul style="list-style-type: none"> Exams - Complaints and appeals procedure Exams - Data Protection Exams - Special Consideration Exams - Access arrangements Exams - Emergency evacuation Exams - Equalities Exams - Escalation Exams - Contingency Exams - Archiving Exams - Exams policy Exams - Internal appeals procedure Exams - Lockdown policy Exams - Non-examination assessment Exams - Whistle blowing policy Exams - Word processor policy <p>All policies were approved.</p>	
LGB 8	<p>8. Risk register (Standing Item)</p> <p>Mr Renton explained the changes to the HGS risk register.</p>	

	<ul style="list-style-type: none"> • Curriculum – there was a concern about the alternative pathway staffing. This has been resolved. • The recent peer review challenged KS3 music and there is an action plan for that area. • Our tracking suggests that Y11 and Y13 are likely to have lower outcomes this summer than last year. • EHCPs – all LS roles have been filled and staffing is stable. • Core Leadership – staff in place with new interim Deputy Headteacher, Safeguarding Lead, Associate Assistant Headteachers and Business Operation manager. • Attendance – improvements have been made but this is still ongoing. • Governance – we are going through a period of transition and will put in place training for new governors. • Safeguarding – we will review pack from Ofsted complaint with LGB. • Reputational risk – changes with Rossett Sixth Form. • Risks around IT – desktop free trial day in the summer term. 	Share desktop plan with governors at the next meeting
LGB 9	<p>9. Teaching and Learning update</p> <p>DAR gave a presentation on teaching and learning and developments. This was praised by Governors for the clarity around the 7 principles of teaching and learning.</p>	
LGB 10	<p>10. AOB</p> <p>None.</p>	
LGB 14	<p>Date and time of next meeting</p> <p>The next meeting will take place on Thursday 29 June 2023 at 5.30pm in school.</p>	