



HARROGATE  
GRAMMAR SCHOOL  
EXCELLENCE FOR ALL

**Minutes of the Local Governing Body of**

**held on Thursday 30 November 2023 at 5.30pm**

Present: Mr A Lindley (Chair), Mr N Renton (Headteacher), Ms J Watson, Dr J Featherstone, Ms L Charles, Miss B Watson, Mr J Topping, Dr T Stowell

Apologies Mr C Howard, Mr D Hurcomb

Also present: Mrs Moat, Ms Smith, Mr Twitchin, Mrs A Toulson (Minutes)

<b>Minute No.</b>		<b>Action</b>
LGB 1	<p><b>1. Apologies</b></p> <p>Apologies were received from Mr C Howard and Mr D Hurcomb.</p>	
LGB 2	<p><b>2. Minutes of the last meetings</b></p> <p>The minutes of the meeting on 5 October 2023 were agreed as a true record of the meeting.</p> <p>Mr Renton advised that monitoring has been strengthened, where we have increased our iPad checks.</p>	
LGB 3	<p><b>3. Headteacher's Report</b></p> <p><b>Student numbers</b></p> <p>Mr Renton gave an update on student numbers. He explained that Forest Moor is a specialist provision that was the right setting for the student who left HGS.</p> <p>Progression for the Sixth Form is a real area of strength.</p> <p>There is one NEET student and we have made every effort to make contact, but this is a very hard student to reach.</p> <p>We are exploring a partnership with the Lighthouse School which is designed to help children with autism.</p> <p>A Governor asked about students taking gap years. Mr Renton explained that the majority of students who take a gap year defer their university place. Some students reject their offers, then reapply.</p>	

It is important to note that not all students go on to university and an increasing number are considering apprenticeships.

### **Data Dashboard**

The data is a snapshot.

The Y11 English assessment was a piece on Animal Farm. Any absentees received a U grade, so the data is not wholly representative. The percentages are down on last year.

Maths are changing our exam board to Edexcel so the Y11 paper was in a different format and therefore difficult to compare to previous years.

Faculty leaders are very aware of students' progress and next steps. Data meetings have taken place. We are working on our assessment practices to ensure consistency.

Mrs Moat advised that Y11 mocks start tomorrow.

A Governor asked how the new team in maths has settled in. Mr Renton confirmed that it has been a very positive start.

The maths team are using PE lessons to have targeted intervention, particularly with students who are taking functional skills. The maths faculty will be part of the peer review which will take place in March. Culturally, there has been a real shift in positivity - for example, there has been no drop off in the students taking core maths qualification in Y12 as there historically has been.

Mrs Moat advised that, for the first time since pre-pandemic, there will be no formulae sheet allowed in the maths exam - however, this national decision has now gone to consultation. We have decided, across the Trust, that students will not use the formulae sheet. By the time of their second mocks in March, we will know if formulae sheets are allowed in the summer exams.

A Governor asked if some students are unhappy about being taken out of PE for maths intervention. Mrs Moat advised that a small number of students have seen it as a punishment, but most are happy. PE is not a subject that most students are examined in. We do not take students out of a whole double lesson.

Mrs Moat advised governors that the disadvantaged gap is still a cause for concern. The context of the cohort this year is very different to last year, with 35 students this year. Of these, 5 will not factor in the P8 score, 3 are refugees and another refugee will join us shortly, but they have very little English. 12 students are on SEN support, 4 have an EHCP and 3 are looked after children. The key is that some of these students are not in school which makes them very hard to reach. Some also have medical conditions.

A Governor asked if there was a plan for the children not in school. Mr Renton confirmed that we also have regular safeguarding check-ins, offer an online provision as well as alternative provision, and make every effort to support children. Every child has provision based on their individual situation.

We recently had visits from two schools with an outstanding judgement. In one of those schools, they have decided to employ their own social worker and nurse. This is a significant investment and whilst some think this is not the role of a school however, it is becoming increasingly apparent that this support is not consistent outside of school. We

need to consider how to go forward as a school and ensure the best support for our children.

A Governor asked if this resource could this be shared with other schools. Mr Renton commented that essentially yes, but this may not be possible as we have such a large student population and other schools are also facing challenges.

A Governor asked how the PP data compares nationally. Mrs Moat confirmed that our PP students usually compare with non-PP students nationally.

A Governor challenged with what else can be done to support these students. We have discussed in the past social work and psychological support and the lack of external help.

A Governor commented that the developing needs of students are not going to be a 'little blip'. We need to accept that and make ongoing provision, whilst getting value for money.

Mrs Moat advised that the Y13 targets are higher than last year. Mr Twitchin has reviewed the data and follow-up conversations are taking place with students and parents, where needed. The results of the mocks in January will give a clearer picture and may lead to further coursing conversations.

Mr Renton stated that whilst the number of suspensions has increased, they are still lower than in previous years. Two children have been permanently excluded.

#### **Attendance**

Attendance is not where we want it to be. We are currently just under 94% attendance and the national figure is 92%. We have seen some change in parental views around the importance of attendance and continue to refine the strategies we have in place.

#### **Culture**

#### **Sustainability**

We have new recycling bins in all classrooms and new trees from the Woodland Trust have been planted on the school grounds.

#### **Safeguarding**

Mr Renton advised that all staff are now using CPOMS to raise any safeguarding issues. This has allowed us to be more proactive rather than reactive. The reach out app for students is still used and Ms Hooper is following up on any issues raised.

#### **Health and Safety**

Mr Renton talked through the recent incidents in school.

#### **Staff**

We have some staff in Art and design, computing and DT who are leaving at Christmas. We have not recruited yet to replace these colleagues and it is proving to be a challenge. We will protect the exam classes.

#### **Finance**

The revised surplus is £74,000 and the reserves are £570,000 which is 5.3% of the gag. This is after the expenditure for the Sixth Form extension and the netball courts.

Catering and Peri (music lessons) are currently ahead of where we budgeted. Mr Renton explained the position with the funding for the Sixth Form students from Rossett.

Mr Renton to explore what additional provision we can provide.

	<p>The surplus figure will grow so we have some flexibility, however, we have some additional roles that we would like to fill. We also have to match the Wolfson bid funds and refurbish the changing rooms. The other large item of expenditure in the future is resurfacing the astro.</p> <p>A Governor challenged about energy costs.</p> <p>A Governor asked if our contribution to the Trust will increase. Mr Renton confirmed that it is currently 5%. There are no current plans to increase this amount that we are aware of.</p> <p>There are no other plans to spend our current reserves. We must remain cautious.</p> <p><b>Development plan</b> As we are still in the first term of the year, all items on the development plan are currently on amber.</p> <p><b>Governor training</b> A Governor commented on the amount of time required for the training through the National College. Mr Renton advised that he has already fed back to the Trust around time needed and the quality of the training. A Governor pointed out that not all the modules have an assessment at the end so, we would question the value of the training. Mrs Moat confirmed that the amount of time for the training is also an issue for our part-time staff.</p>	<p>Update from the Trust on energy costs.</p>
LGB 4	<p><b>4. Policies for approval</b></p> <p>Ms Smith gave an update on the attendance policy. It is now more in line with the Trust policy and makes the stages clearer. A Governor asked if the Sixth Form contact details could be added to the policy.</p> <p>In the bullying and harassment policy, there is a reference to peer mediators. Training has been provided for the peer mediators and there is full support from the DSL team. We have secured funding for 25 students to be trained in first aid mental health.</p> <p>Governors queried some aspects of policies: Students with health needs who cannot attend school, Supporting students with medical needs and Designated teacher for looked after children policies. These will be reviewed and brought to the next meeting for sign off.</p> <p>Attendance, careers and bullying and harassment policies are approved.</p>	<p>Add Sixth Form details to attendance policy</p> <p>Three policies to be reviewed</p>
LGB 5	<p><b>5. Chair of Governors report</b></p> <p>Mr Lindley reported back about the student discipline committee meeting and pay review meeting. Thanks to Mr Topping, Mr Howard, Mr Hurcomb and Dr Featherstone who supported these meetings.</p>	
LGB 6	<p><b>6. Link Governors</b></p> <p>Dr Featherstone will send the Sixth Form report in time for the next meeting.</p>	

LGB 7	<p><b>7. Risk register update</b></p> <p>Mr Renton gave Governors an update following the recent review of the risk register</p> <ul style="list-style-type: none"> <li>• Attendance – our aim is for this to be at 96%</li> <li>• Governance – managing the expertise in a relatively new team</li> <li>• Safeguarding – continuing monitoring and filtering</li> <li>• Quality of the national college training – we have fed back to the Trust</li> <li>• Recruitment of teaching staff who are leaving</li> <li>• New fire alarm needed. Installation is planned for when Y11 and Y13 have finished.</li> <li>• Awaiting a new GDPR Trust policy</li> <li>• Although the situation is better than last year, the financial risk remains</li> <li>• Staffing issue relating to compliance</li> <li>• Risks around taking desktops out of classrooms</li> <li>• Progress of disadvantaged cohort</li> <li>• Two members of staff receiving support</li> <li>• Reviewing curriculum offer at KS4</li> <li>• Deputy Headteacher permanent position</li> </ul> <p>A Governor commented that the risk register is hard to read. This is a Trust document, and we are aware that it is under review.</p>	
LGB 8	<p><b>8. Sixth Form update</b></p> <p>Mr Twitchin gave Governors an overview of the Sixth Form and the work that is taking place.</p> <p>The population of the Sixth Form is around 650 which is the optimum number. Work continues to integrate students who are new to the school so they can adopt our culture and progress well.</p> <p>Mr Twitchin explained the work that takes place with our Y11 students and the support that is in place for them, as well as applicants from outside of HGS. It is important that all students adopt the Sixth Form mindset.</p> <p>Students are encouraged to make the most of their learning and the seven principles of teaching and learning are embedded in all lessons.</p> <p>Targets are set through ALIS and are based on the student's GCSE point score, date of birth, gender and the difficulty of the subjects.</p> <p>Students are encouraged to gain leadership experience and buy into the culture of the school through 30 hours of service.</p> <p>The most popular cities for students to go to university are Newcastle, Manchester and Liverpool. There are also a large number of applications to Edinburgh and Durham.</p> <p>A Governor asked if students are encouraged to consider universities outside of the north. Mr Twitchin advised that students do look at universities further afield and we do take them to other universities for visits. Some do not want to go too far from home. Also, some ex-students will travel further away after graduation. There were 60 different destinations last year.</p>	

	<p>A Governor asked if we are talking to students about apprenticeships. Mr Twitchin confirmed that we are always encouraging students to look at other progression avenues after Sixth Form. We have found that many students have considered apprenticeships but have then decided to go to university. UCAS now has an apprenticeship and degree search.</p> <p>We are constantly looking for new initiatives and give students lots of information about possible post-18 routes. The Sixth form bulletin goes to all parents, and this contains lots of information.</p> <p>Mr Renton commented that the recent Sixth Form open evening was very well attended and a real credit to Mr Twitchin and his team.</p>	
LGB 9	<p><b>9. AOB</b></p> <p>Mr Lindley asked if any Governors would like to attend the Burns night in February.</p>	
LGB 10	<p>The next meeting will take place on Thursday 8 February at 5.30pm at Harrogate Grammar School.</p> <p>The focus plan for the next meeting will be KS4.</p>	

#### Action Points

- LGB3 Update from the Trust on energy costs.
- LGB3 Mr Renton to explore what additional provision we can provide to support students' changing needs.
- LGB4 Sixth Form details to be added to the Attendance policy appendix.
- LGB4 Students with health needs who cannot attend school, supporting students with medical needs and Designated teacher for looked after children policies to be reviewed.