

P R E S E N T:-

Mr A Hirst (in the Chair)

Mr S Abbotts, Mrs S Bone, Mrs P Gascoigne, Mr G Hoyle, Mrs F Lee, Mr R Melles, Mrs G Moverley, Mrs E Philpot and Mr B Yorke.

Also in attendance were the following members of school staff:

Miss B Brown, Mr B Cooke, Mr R Fraser, Miss S Hale, Mrs H Keyworth, Ms J Renard, Mrs T Roberts, Mrs G Rogers, Mr D Stamper, Miss A Stamford, Ms L Woodward, Mr I Walton and Mrs R Walton.

Clerk to the Governing Board – Mrs A Hall-Miell.

2473 APOLOGIES

Apologies for absence were received from Mr G Hoyle, Mr G Thomas and Mrs A Wilkinson.

2474 CONSENT FOR ABSENCE

RESOLVED: that consent be given to Mr Hoyle, Mr Thomas and Mrs Wilkinson for their absence from this meeting.

2475 CONFIRMATION OF ITEMS TO BE RAISED UNDER ANY OTHER URGENT BUSINESS

RESOLVED: that the following be raised under any other urgent business:

- School Fund Account;
- School Financial Value Standard;
- Uniform/Jewellery Policy;
- Local Authority Policies.


2476 DECLARATION OF INTERESTS

RESOLVED: that no declarations of interest were received on any item on the agenda.

2477 MEMBERSHIP

Governors were mindful of the number of vacancies on the board and it was agreed that a recruitment campaign would be undertaken to try to fill the vacant positions.

RESOLVED: a) that governors were asked to consult the membership details held on HERE for Schools and update their details if any changes were to be made;



- b) that governors acknowledged that there were six vacancies on the governing board; three Co-opted, two Parent and one Local Authority governor;
- c) that a governor recruitment campaign be undertaken.

Note Mrs Philpot joined the meeting.

2478 ELECTION OF VICE CHAIR

The Chair nominated Mrs Philpot to continue to undertake the role of Vice Chair, which was seconded by all governors.

The term of office would be until the autumn term 2023 in line with the election of Chair. The election of Chair and Vice Chair was undertaken on an annual basis during the autumn term meeting.

RESOLVED: a) that the term of office of the Vice Chair be until the autumn term 2023;

b) that Mrs Philpot be elected as Vice Chair.

2479 MINUTES

RESOLVED: that the minutes of the meeting held on 8 December 2022 be confirmed.

2480 MATTERS ARISING FROM THE MINUTES (including review of actions)

RESOLVED: that there were no matters arising from the minutes.

2481 COMMITTEE MINUTES

It was reported that the minutes from the committee meetings would be circulated to governors once they had been agreed by the Chair of each committee.

RESOLVED: a) that the minutes of the meeting of the Leading Behaviour Committee held on 12 January 2023 be received;

b) that the minutes of the meeting of the Leadership and Leading Learning Committees would be circulated to governors.

2482 REPORT OF THE HEADTEACHER

Mrs Stamford provided an update for governors from the Self Evaluation Form (SEF) and reported that there had been an increase in Pupil Premium (PP) and free school meals (FSM) with 34.11 percent of students supported through PP and 30.53 percent of students entitled to FSM. The numbers for both PP and FSM were recorded as above the national average.

Children Looked After

At the time the report was written there were four students subject to a Child Protection Plan and 24 students were the subject of a Child in Need (CiN) plan, from 25 families.

The main reasons students presented safeguarding concerns was due to links with drugs, alcohol, mental health issues and domestic violence in the home.

In Year Transfers

The school had seen an increase in students transferring from Bridlington School and confirmed that most of the 32 students received had been in year transfers for Year 8. The majority of the transfers had been high needs students. **A governor enquired whether CiN were part of the in-year transfers.** It was explained that the number of students with CiN plans were a combination of the new intake in September 2023 and in-year transfers. **Another governor asked if the school had received the funding for the in-year transfers with additional needs.** Mrs Stamford clarified that the funding remained with the previous school until the October census, when it would be allocated to the school.

Education and Health Care Plans

The school had seen an increase from 36 students to 37 students who had an Education and Health Care Plan in place and the recent increase was due to a Year 9 student who had recently had a plan put in place.

Attendance

Attendance was reported as 89.75 percent and persistent absence was an issue for the school. Incentives to encourage attendance had been trialled and the school had targeted their focus to improve attendance figures on the persistent absentees and those with attendance between 80 and 90 percent.

Quality of Education

Mr Wooley presented information to governors during the meeting regarding the key areas of the subject area reviews that had taken place. The school had focused on high abilities, challenge and differentiation, with a key aspect of challenge. The aim was to balance between sufficient and not too overwhelming.

Governors were informed of what has been undertaken throughout the academic year to date and that a three strand model approach had been utilised, whole school, departmental and individual development.

'Over to me tasks' had been introduced and had become embedded well into lessons. A period of independent silent learning was undertaken for a minimum of 10 minutes, which had been the most challenging part of the lessons. The benefits of which would support getting the right level of challenge and building resilience. Many students had felt they valued the quality time to be able to focus on something specific. More independent practise had been observed.

Key areas for development had been identified and suitable adjustments would be made for the least able and least confident students to prevent them becoming demotivated. Further development of quality assurance as well as individual workshops would be put in place.

Staff development would be undertaken through their continuous professional development (CPD) and staff would be involved in building a curriculum from the

ground up. Staff felt that their experience to date had been meaningful and had enhanced their teaching practise.

A governor asked regarding the benefits and improvements for the school, especially for high ability students. There was an option for a lower level challenge although the school felt that if challenge was constantly pitched at a higher level that the school would achieve the right target. Practise would assist achievement as well as assessing the right level of challenge. The school was hopeful that a predicted set of A* grades would be achieved, which would be an accomplishment that the school did not have in the previous academic year.

Teacher's standards

There had not been many changes to report to governors other than there had been a large amount of work undertaken on curriculum sequencing, which was now fully embedded.

Reward Postcards

Students were very positive about receiving the reward postcards and felt motivated by them. It was reported that 6,742 cards had been issued to students during the current academic year, compared to 4,429 at the same time during 2021/2022.

Behaviour

Low level disruptive behaviours made up 47 percent of reported behaviour incidents and governors were informed that tighter structures had been put in place from September 2022. There had also been a reclassification and streamlining of behaviour categories and an additional sanction had been included within the process. Governors noted there had been five permanent and fixed term suspensions.

The school had seen an increase in counselling appointments with 950 appointments made to date since September 2022. The majority of which had been for high level anxieties and being overwhelmed with everything. Support had been put in place through three school councillors, the school nurse and The Multi-Agency Safeguarding Hub (MASH).

Governor questions were invited.

RESOLVED: that the report of the Headteacher be received.

2483 **SCHOOL DEVELOPMENT PLAN 2022/2023**

Chasing Great School Development Plan 2022/2023

It was explained that the Quality of Education and the 'Over to me' objectives had been Red, Amber, Green (RAG) rated as green on the plan as the scheme was well underway. There was still a number of targets that remained rated as Amber as their achievement was depended upon the examination results.

Governors noted that Mr Stamper had been put forward for a Careers Award, for which 100 percent of the targets had been achieved. The official results of the submission would be notified in due course. Mr Stamper was thanked for his commitment and hard work throughout the process.

Note Mrs Bone joined the meeting.

EduLink (parent and student communication software) was reported as embedded so well that the school had to switch off the comment's element due to an overload of information from parents and also the number of calls to the school to share individual comments. From a workload perspective it had become unsustainable to handle the volume of work generated.

The Sixth Form was reported as working well and that the only objective on the plan that remained outstanding and colour coded Red was the shared Sixth Form provision with Bridlington School. This could possibly be delayed until September 2024.

Governor questions were invited.

RESOLVED: that the School Development Plan 2022/2023 be received

2484 SAFEGUARDING REPORT

The termly report was in the process of being finalised and would be circulated to governors once completed. Discussions regarding the safeguarding report would be deferred to summer term 2023. Governors noted that safeguarding had been discussed at committee level and there had been no issues or concerns raised.

RESOLVED: a) that the termly safeguarding report be deferred to the summer term 2023;
b) that the spring term 2023 report be circulated to governors once finalised.

2485 BULLYING AND HARASSMENT POLICY

RESOLVED: a) that the Bullying and Harassment Policy be approved and adopted;
b) that the Headteacher notify staff of the adoption of this policy.

2486 CAR SALARY SACRIFICE POLICY

RESOLVED: a) that the Car Salary Sacrifice Policy be approved and adopted;
b) that the Headteacher notify staff of the adoption of this policy.

2487 CODE OF CONDUCT

RESOLVED: a) that the Code of Conduct be approved and adopted;
b) that the Headteacher notify staff of the adoption of this policy.

2488 FLEXIBLE RETIREMENT POLICY

RESOLVED: a) that the Flexible Retirement Policy be approved and adopted;
b) that the Headteacher notify staff of the adoption of this policy.

2489 **PAY POLICY**

- RESOLVED: a) that the Pay Policy be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this policy.

2490 **SCHOOL POLICIES**

To approve and adopt school policies which had been discussed at committee level

- Positive Discipline Policy;
- Rewards Policy.

Adopted Policies:

- Constitution – Contract Procedures;
- Counter Fraud and Corruption Policy;
- Gifts and Hospitality Policy;
- Recruitment Policy.

Reviewed Policies which had been discussed at committee level

- Blended Learning Policy;
- Careers Information and Guidance Policy;
- Child Exploitation Policy;
- Critical Incident Policy;
- Drugs Policy;
- Enrichment Policy;
- Governor Code of Conduct;
- Medical Policy;
- Privacy Notice;
- Provider Access Policy;
- Site Security Policy.

- RESOLVED: a) that the above school policies were approved and adopted:
- b) that the Headteacher notify staff of the adoption of these policies.

2491 **SKILLS MATRIX**

The outcome of the governor skills audit completed in the autumn 2022 term was presented on screen for governor information. It had been discussed in detail by the Leadership Committee.

The lowest skill score had been in relation to finance therefore when recruiting new governors it was essential that someone with a financial background was appointed.

RESOLVED: that the governor skills matrix be received.

2492 **GOVERNOR VISITS**

The following governor visits were reported:

Mrs Philpot – Careers Day (9 March 2023);
Mr Yorke – the ARC.



Governors acknowledged that their visits into school should be documented and presented to either a committee meeting or the full governing board. Previous visits into school had been noted and discussed at committee level.

RESOLVED: that the governor visit reports be received.

2493 GOVERNOR TRAINING AND DEVELOPMENT

Governors would notify Mrs Keyworth of any training requirements.

RESOLVED: a) that all training details were available on the CPD website www.hereforschools.co.uk;

b) that governors would notify Mrs Keyworth of any training requirements.

2494 SCHOOL FUND ACCOUNT

It was reported that the School Fund Account was in the process of being collated in readiness for the Auditor therefore it would be presented to governors as part of the meeting scheduled to take place in the summer term 2023.

RESOLVED: that the School Fund Account be deferred to the summer term 2023.

2495 SCHOOL FINANCIAL VALUE STANDARD

The School Financial Value Standard and been discussed at committee level and was recommended for full governors' approval. Governors agreed and approved.

RESOLVED: that the School Financial Value Standard be approved and signed for submission to the Local Authority.

2496 UNIFORM/JEWELLERY POLICY

Mrs Stamford requested a change to the policy to include a small pair of stud earrings. A number of students had objected to not being able to wear small earrings at school and had presented their case for wearing them in a very professional and reasoned manner. It was agreed that the description of the size and type of earring required to be very clear within the wording of the policy.

Governors agreed and approved the amendment to the policy.

RESOLVED: a) that the amendment to the policy be approved and adopted;

b) that the Headteacher notify staff of the changes made.

2497 LOCAL AUTHORITY POLICIES

The Headteacher wished it to be noted that the local authority Recruitment Policy had been approved and adopted by the governing board during the spring term 2015. No further updates of the policy had been presented for governor approval.

Also, the Contract Procedure and Procurement Rules had been presented to governors during the spring term 2011 for approval and adoption. Governors had agreed its

approval and adoption and staff had been notified. The local authority had not requested that an updated policy be presented to governors.

No further updates on the above policies had been presented to governors.

RESOLVED: that the Local Authority Policy update be received.

2498 **NEXT MEETING**

RESOLVED: that the next meeting be held:

Thursday 13 July 2023 at 6.00pm



Chair's Signature and Date.

