



MEETING OF THE LOCAL GOVERNING BODY
Minutes of the Full Governing Committee Meeting held on
15 May 2023 at 5.30pm, Room 136

Governors: Mr Mark Patterson (MJP) - Principal/Governor, Mr Mark Coles (MC) – Co-opted Governor (Chair)
 Mr Mike Shaw (MS) – Parent Governor (Vice-Chair), Mrs Victoria McGregor - Co-opted Governor,
 Mr Alan Winchcombe (AW) – Co-opted Governor, Mr Paul Askew (PA) - Co-opted Governor,
 Mr Gary Moss (GM) – Co-opted Governor, Mrs Lynne Milton (Parent Governor),
 Mr John Brown (JB) – Foundation Governor

In attendance: Miss Anna Nightingale (AN) - Vice Principal, Mrs Kate Tandy (KMT) - Vice Principal,
 Mr Matthew Pinder (MIP) – Vice Principal, Mrs Debbie Warner (DW) - Clerk to the Governors

1.	Apologies for absence
	Apologies for absences were received and accepted from Chris Woodbury and Victoria McGregor. Emma Leach and Brad Panther were absent from the meeting.
2.	Declarations of interest
	No new declarations of interest.
3.	To approve minutes of the meeting of 15 May 2023 (Chair)
	Minutes of the meeting were deemed to be an accurate reflection of proceedings and were approved.
4.	Matters arising not covered elsewhere on the agenda
	<p>Action points were discussed with 2 of the action points requiring further follow up:</p> <p>ACTION:</p> <p>6. Self-Evaluation: Further meeting to be arranged and update at next meeting (PA)</p> <p>7. Governor visits: Further SEND visit (JB/JAJ) and wellbeing visit (LM/KMT/AJH) to be arranged</p> <p>Governors asked for an update regarding the proposed merger. The Principal advised governors that it had been delayed and the merger was more likely to take place in the next academic year - September 2024.</p>
5.	To ensure accountability of the SLT for the educational performance of the school
	<p>5.1 Sixth Form update (presentation by Vicky Rix, Head of Sixth Form)</p> <p>Numbers on roll are looking healthy with Y12 at 225 and Y13 at 175. September 2023 intake anticipated to be good with 129 offers made to external students.</p> <p>Significant improvement on attendance, especially in Year 13 which is at 95% compared with 69% at the same time last year.</p> <p>Online tutoring being offered to Year 13 students.</p> <p>2 curriculum areas of concern: Social Sciences and Art.</p> <p>New Sixth Form Administrator, Kelly Farrington, is a very positive appointment.</p> <p>Head students have helped to raise the profile of sixth form.</p> <p>Relaunch of study skills</p> <p>Questioning/challenge:</p> <p>Q: A governor asked if students are taught techniques on how to revise</p> <p>A: There is a focus on knowledge organisers, self-quizzing, retrieval practice</p> <p>Q: A governor asked if there was a different culture in sixth among sixth form students</p> <p>A: VKR felt there was and that they understand the expectations of them relating to private study</p> <p>Q: A governor asked how sixth form deal with wellbeing and anxiety among students</p> <p>A: This is addressed through PSHCE lessons and techniques on managing stress are delivered to students.</p> <p>Q: A governor referred to procrastination among certain students which needs to be flagged up</p> <p>A: Students are encouraged to speak openly and honestly about their concerns. Forensic conversations</p>

Signed:

Date:

with students happen at an early stage. Different interventions have made a significant difference and Tutor support is key to helping these students.

Q: Why is private study being increased?

A: Currently Y13 have 2 hours of private study but there is the capacity to double that which will help using their time more effectively and

5.2 Quality of Teaching/HAT (presentation by Priscilla Solvar-Isida, Assistant Principal)

PS-I presented an update centered round the HAT (Hinchingsbrooke Approach to Teaching). The second cycle of Performance Management observations started this term, demonstrating 92% of lessons show good or better practice; this is better than the previous term. Performance Management observations are shared with Heads of Departments for overview picture. Improvements in quality of professional conversations taking place. Focus is on HAT 5 and 10 - no hands up approach. How students learn effectively is a focus. Staff CPD is shared weekly in staff newsletter. Whole school CPD is delivered by teaching and learning champions and the sharing of best practices is widely delivered.

Student surveys take place to gain their views to develop aspects of learning. Homework is a huge part of the culture and is essential in students' learning journey. Students are equipped with knowledge organisers and are taught how to produce effective Homework. Arbor MIS has been diagnostic in terms of homework completion.

5.2.1 Guided Reading update

Guided reading has been launched this year in Yar 7 and is moving up the years. All groups are reading during form time and this has been a huge success which is being celebrated every half term. Students write a review at the end of each book. Breakfast reading scheme is really strong with sixth form acting as readers to the younger years.

Questioning/challenge:

Q: Are software packages being used to roll out the guided reading initiative?

A: No just hard copies of books and reading; the school is trying to grow a love for reading and are encouraged to pick another book by the same author if they have enjoyed a book

5.3 Principal's Report (MJP)

The Principal outlined key points from his report: No further strikes planned this term but more are likely. Priorities continue to be outcomes and behaviour. Staffing: Made a significant number of appointments but have not been able to fill Nurture Teacher role – this is a particularly important role due to a significant increase in students with EHCP and SEND needs.

Improved remuneration for Cover supervisors roles is being considered, effective from September 2023.

Sixth Form: optimistic for numbers of students for September 2023. School roll number looks healthy

The school received 1 formal complaint this term which has been investigated and resolved.

Questioning/challenge:

Q: What will happen to current Cover Supervisors who are already employed at the school?

A: They will also receive new terms of pay and conditions

Q: What impact is the increased number of EHCP children?

A: The Principal said that the impact is huge for the school with 22 students being allocated to the school which is an extraordinary amount, much higher than the national average. The school struggles to meet the needs of some of these students.

Q: A governor noted that the persistent absence figure is high

A: The Principal agreed and thought it is likely to go higher; it still remains better than county and national average.

Q; Do students with persistent absence received any teaching at home

A; There is no home learning provision

5.4 To review SDP 2022/23 (MJP)

The Principal updated governors on areas of progress.

Leadership and management: weekly T&L updates shared with staff. Departments have their own development plans and with a template linking it to the SDP.

Morale: IT provision in the school was cited as the most negative impact on staff morale and there is still connectivity issues in Sixth Form. The Trust has recently changed service provider and there has been some teething problems. The Principal added that a Senior IT Technician had been a great appointment and is starting to make improvements throughout the school.

Signed: 

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Questioning/challenge:

Q: A governor noted in the plan there are areas where the evaluation is documented against the progress but in the description of progress in other areas does not show what has been achieved against the criteria.

A: The Principal will show measurement against the criteria and more benchmarking.

Q: A governors asked for a designated mental health outcome to be included in the SDP

ACTION:

**UPDATE SDP TO SHOW HOW PROGRESS RELATES TO SUCCESS CRITERIA - PRINCIPAL
MENTAL HEALTH OUTCOME TO BE INCLUDED IN BEHAVIOUR SECTION OF SDP - KMT**

5.5 To receive a safeguarding update/behaviour report (KMT)

KMT provided update to governors: Half termly suspension figures saw 9 suspensions and first permanent exclusion. Regular discussions with SEND ensure that reasonable adjustments are in place with a number of different therapies for students with SEMH. Blue room episodes are higher, mainly for language offences. Pastoral Team are doing a lot of work around kindness and support and a more forensic monitoring approach through Arbor. Positivity is shared with students and parents and earlier in the term an impromptu non school uniform day was arranged to recognise achievement across the school. Biggest issue is homework with large numbers of students regularly not completing homework; conversations with students have been helpful. New recognition points around homework for encouragement and lunchtime homework provision to be introduced in favour of after school detention which has been ineffective in terms of homework improvement. Student forum held and was well supported by students. Would like to make this a regular half termly forum.

Questioning/challenge:

Q: Arbor results state that one third of students received detentions; are there any patterns emerging?

A: Nothing of note; evenly spread across year groups

Q: The number of detentions seem very high

A: Previously, detentions were done by each individual department

5.6 To receive a curriculum update (AN)

Nurture provision is very successful in years 7 and 8 but does not work so well for these students in core groups in KS4 onwards and a number of proposals are being considered to improve provision in older year groups. Sixth form review is still looking at course offerings and entry requirements. Concerns over Social Sciences, Art and Business subjects.

5.7 To receive a Pupil Premium update (AN)

A Newsletter is sent out regularly encouragement parental engagement. Incentives to improve attendance; Thorpe Park trip is arranged at the end of the year for improvements in attendance. Support group for Services pupils was launched last term and was well attended.

Scholars programme: 2 students gained first class honors and a third student just one mark away. 9 students got a 2.1.

5.8 To receive a Site/buildings update (MIP)

MIP provided governors with site work plan across the school: Green room project has started. New location for Cover Supervisors is due to be finished this week. Work on relocation of Attendance and Exams Officer to start next week. Lower school office staff to move into middle school area. Work in DT area has started with removal of redundant equipment. 2 computer rooms will be created to accommodate classes of 30. The new canopy has been installed but cannot be use as grounding has not been done. Barrired area near Pepys building: funding is needed to re-path. Refurbishment of student toilets (gender neutral) has been approved and will be carried out over summer holidays.

6. To approve policies

7.1 Educational visits policy (MIP)

MIP highlighted areas of note in the policy. **Governors approved the policy.**

ACTION: CLERK TO UPLOAD EDUCATIONAL VISITS POLICY TO WEBSITE

Signed:



Date: 26/06/2023

7.	AOB
	The Chair announced to governors that the 4 year term of office had finished for Emma Leach. The Chair thanked her for the considerable work she done for the LGB and noted her support she has given during the Ofsted inspection.

Meeting closed 8.15pm

Signed:



Date: 26/06/2023