



MEETING OF THE LOCAL GOVERNING BODY
Minutes of the Full Governing Committee Meeting held on
Monday 7 October 2024 at 5.30pm, Room 136

Governors: Mr Mark Coles (MC) – Chair, Mr Alan Winchcombe (AW) – Co-opted Governor, Mrs Victoria McGregor (VM) – Co-opted Governor, Mr Gary Moss – Co-opted Governor, Lucy Inskip – Foundation Governor, Mr Steven Ragdale (SR) - Staff Governor, Mr Stuart Nunn (SN) - Staff Governor, Mr Mike Shaw (MS) – Vice Chair (from 6.15pm)

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

1.	Apologies for absence (Clerk)
	Apologies of absence were received from Lynne Milton, Paul Askew.
2.	Declarations of interest (Clerk)
	The Clerk confirmed there were no conflicts to note.
3.	Finance Update (David McMillan – Finance Director, ACES Academies Trust)
	<p>The Finance Director highlighted key points from this report: £84,000 deficit at the end of last year but this is not a concern and takes account of the computer suites upgrade. Increase in utility costs make budgeting difficult. NTP money has been spent well and to good effect. The Trust invested £200,000 in SEND projects. Carpark has been resurfaced. £2.5m investment from DfE has been secured for projects in middle school roof and upgrades to DT, Art and Science bases. Declared surpluses and project funds are set aside. Front loading of staffing and the creation of new classrooms to support the larger cohort and in year surpluses will tailor off. 2026/27 will be a growth year and the staffing model is monitored. The Trust has received extra funding based on students numbers and staff have pay awards are yet agreed but staff have been given their increases supported from the Trust. Performance related pay has now been withdrawn and teachers pay goes ahead automatically. Sixth Form population is based on KS4 population which will mean extra funding of approximately £60,000.</p> <p>Question/challenge: Q: Utilities: Is the Trust hedged? A: The Trust buys into framework agreements. Other companies are being considered and invited to quote. Consumption has remained static and it is hoped that site upgrades will help reduce costs.</p> <p>The Chair thanked the Finance Director for his report. <i>The Finance Director left the meeting at this point.</i></p>
4.	Safeguarding update (Tony Heath – DSL)
	<p>Governors had received and read the safeguarding report prior to the meeting. Tony Heath presented the key points from the report: Local Authority audit is completed. Continued increase in numbers of students with MH, SEND and wellbeing concerns. Safeguarding for EBSA students is starting to decline but home elected education has increased. Behaviours: sexual and child on child abuse, MH, self-harm is on the increase; this is a national picture. Students incorrectly placed at secondary school continue to be a challenge but do fairly well in Alternative Provision but this is a very bespoke and expensive plan. Change to attendance code for students who are working online at home. Return to mainstream from AP provision is 7% and needs to increase. Excellent staff specialism and student and parent feedback is outstanding. New safeguarding Administrator is proving to be a very positive appointment. PODs have been introduced to provide a more supportive environment and encourage students into school. The school is looking for have an external audit of AP provision. AJH stressed a need for all governors to complete their KCSIE and recommended face to face safeguarding training.</p>

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	<p>Questioning/challenge: A governor requested that for future reports key points from the report be highlighted at the front of the document.</p> <p>ACTION: ARRANGE A GOVERNOR VISIT TO THE SCHOOL TO LOOK AT SAFEGUARDING/SEND PROVISION – VM/GM GOVERNORS TO BE NOTIFIED IF KCSIE TRAINING IS OUTSTANDING – DW ARRANGE FACE TO FACE SAFEGUARDING TRAINING FOR GOVERNORS - DW <i>Tony Heath left the meeting at this point.</i></p>
5.	Approve minutes of meeting 8 July 2024
	Minutes of the last meeting were deemed to be an accurate account of proceedings. The LGC was satisfied that all action points had been completed and the minutes were signed off by the Chair.
5.	Matters arising not covered elsewhere on the agenda (Chair)
	There were none.
6.	Governor membership (Chair)
	<p>The Chair informed governors that Mike Shaw’s term of office ends on 22 November and it is proposed he is appointed as a coopted governor. Governors unanimously agreed the appointment. The Chair informed governors that we is not seeking re-election when his term of office expires on 5/12/24. Paul Askew is also not seeking re-election and will be stepping down as a coopted governor on 4/12/24. The Chair thanked Paul Askew for his considerable work during his last 2 terms of office; governors expressed their thanks for his work.</p> <p>The clerk confirmed that 4 applications had been received for the parent governor post and hope to have someone in place by the next meeting. Appointments for Chair and Vice Chair were unanimously agreed by governors to the following appointments: Mike Shaw appointed as Chair (3 nominations received) and Gar Moss appointed as Vice Chair (2 nominations received).</p>
7.	Agree terms of reference / Sign Code of Conduct (Chair)
	Terms of reference were and the Code of Conduct were both approved and signed off but governors. There were some minor changes to the Trusts Scheme of Delegation to note.
9.	Principal’s report (Andy Hunter - Principal)
	<p>Governors confirm they had received and read the report prior to the meeting. The Principal highlighted key points from his report. Getting around the school and dropping into lessons as much as possible. Staff training day is will be an opportunity to speak with staff about his experience at the school and his priorities for the school. Some immediate changes have included weekly staff briefings and setting the culture of the school; these been accepted by the staff. There will inevitably be some challenges for staff to adapt to new expectations. Classroom environment is important and some improvements have been requested. Impressions on behaviour is that it is generally good with very little disruption but there is a small but significant level of insolence during break times and this concern has already been shared with staff. Sixth Form is almost full and need to ensure we safeguard and protect its success. He also thanked the VPs for the work they had done holding the school together until he arrived and is delighted to inherit a very strong leadership team. He thought results are good but there is still room for improvement.</p> <p>Exams results: Anna Nightingale provided governors with key points from the summer 2024 exams. GCSE: Results were really pleasing. Progress is slightly down on last ear but attainment was up in both English and Maths combined . The gap between disadvantaged was slashed in half – which is excellent news. All measures are better than the national picture. Comparisons of different cohorts have been measured. Results by department: Art improved significantly with 2 of their courses in the top 5. Astronomy did extremely well, even more so as it is taught to a mixed ability cohort.</p>

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	<p>A level: Grades at A* increased from 6 to 8%. Our Sixth Form is in the top 25% nationally. Governors noted this achievement. DT, Art, Sociology, Criminology and psychology saw a significant improvement in results. Departments who have not performed so well have already met and are clear on strategies for improvement.</p> <p>Governors congratulated the school on an excellent set of results.</p> <p>A governor congratulated the staff on the success of the recent sixth form open evening.</p> <p>A governor acknowledged how well the data has been laid out for governors.</p> <p>Behaviour: Kate Tandy provided an update on behaviour. Suspensions are up on this time last year and higher than the national picture which is slightly concerning. KMT thought it may be in part due to the approach Hinchingsbrooke takes towards behaviour being more an emotional approach which takes more time to feel the benefits of this. Recognition points continue to increase and it is important that we celebrate and reward when students are getting it right. Negative issues continue to be mostly punctuality and homework.</p>
10.	Agree governor visits (Chair)
	<p>Consideration on areas of the school to visit. Agreed areas for visits: Young Carers, CEIAG, Wellbeing, Aspiration</p> <p>ACTION: WELLBEING GOVERNOR VISIT TO BE ARRANGED (AUTUMN TERM) – LM ASPIRATION GOVERNOR VISIT TO BE ARRANGED (SPRING TERM) - AN</p>
10.	Surveys
	<p>KMT highlighted key points for Summer 2024 surveys: Disappointed with number of responses. Where staff made comments, these were very similar in nature and number to previous surveys. Significant comments relating to workload and well-being mentioned a perceived further loss of break/lunch-time due to the requirement to ‘meet & greet’ students before lessons and to the impact of larger class sizes (especially in the Sixth Form). IT comments focused mainly on the reliability of Wi-Fi/internet/systems and difficulties in using printers and photocopiers.</p> <p>Staff survey: Where staff made comments, these were very similar in nature and number to previous surveys. Significant comments relating to workload and well-being mentioned a perceived further loss of break/lunch-time due to the requirement to ‘meet & greet’ students before lessons and to the impact of larger class sizes (especially in the Sixth Form). IT comments focused mainly on the reliability of Wi-Fi/internet/systems and difficulties in using printers and photocopiers.</p> <p>Student Survey: The comments relating to recommending the school to a friend were again very similar to the Autumn Survey, with general comments about HBK being a good school, teachers, being the best school in the area, ethos and facilities being the top 5 positive comments and generally negative comments, the behaviour system, student behaviour, teachers and bullying being the most common negative comments made (though far fewer students cited bullying compared to the Autumn Survey).</p> <p>Parent/Carer Survey: In comparison to published figures for Ofsted Parent View (up to April 2024), Hinchingsbrooke continues to score more positively overall than nationally. In the past we have tended to have fewer positive results compared to the East of England figure, which includes all education settings, not just secondaries, however the 2023 to 2024 survey results are generally much closer to the East of England figures and, in some cases, are more positive. This suggests that the smaller scale positives taken from parental surveys this year need to be viewed in the wider context of a national and local picture where parental satisfaction is tending to decrease.</p>
11.	Approve policies
	<p>Safeguarding and Child Protection policy: AJH updated governors on changes to the policy earlier in the meeting. Governors approved the policy.</p> <p>Behaviour policy: KMT updated governors on changes to the policy. Governors approved the policy.</p> <p>Attendance policy: KMT updated governors on changes to the policy. Governors approved the policy.</p>

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	ACTION: CIRCULATE APPROVED POLICIES TO STAFF AND UPLOAD TO WEBSITE – CLERK
11.	AOB
	<p>A governor raised concern of a number of parents that the success of the sixth form may result in it being over subscribed. AN said that at the moment, it is not an issue and numbers are manageable. The entry level in some subjects has also been raised which may result in fewer students being eligible to apply.</p> <p>SN advised governors that the Duke of Edinburgh (Bronze) has been launched and has attracted 110 students.</p> <p>The outgoing Chair thanked the governing body for all their hard work and expertise during his time as a governor and as Chair. He praised the VPs who had done a sterling job of running the school following the previous Principal's departure.</p> <p>Mike Shaw thanked Mark Coles for his exceptional work and leadership of the governing body over the last 8 years. All governors thanked him for his input.</p> <p>7.45pm Meeting closed</p>

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Date: