

HINCHINGBROOKE SCHOOL GOVERNING BODY
Minutes of the Full Governing Board Meeting held on Monday 15th July 2019 at 7pm
Chapter House, Hinchingbrooke School

Present

Governors: Mr Matthew Ryder (MR) - Chair of Governors
Mr Andrew Goulding (AEG) - Principal
Mr Mark Coles (MC) - Vice Chair
Mr John Brown (JB)
Mr Paul Askew (PA) (left 7.45pm)
Ms Anne Eardley (AE)
Mrs Emma Leach (EL)
Mr Steve Fidler (SF) - Staff Governor

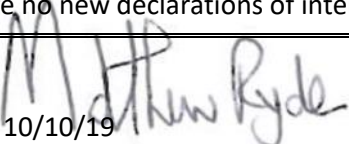
In attendance were: Miss Anna Nightingale (AN) – Vice Principal
Mr Simon Cooke (SAC) – Vice Principal
Ms Anneli Lombard (AML) – Head of Art (left 7.30pm)
Mrs Naomi Akielan (NLA) – Head of Drama (left 7.30pm)
Mrs Debbie Warner (DW) - Clerk to the Governors

Apologies: Mr Alan Winchcombe, Mr Brad Panther, Mrs Vicky McGregor

1.	Presentation on Artsmark Application
	<p>The Chair welcomed Naomi Akielan and Anneli Lombard to provide a short presentation on the school's Artsmark (platinum) application. NLA circulated documentation to update governors on what is involved for the school to be awarded platinum status. The school needs to demonstrate that it offers a certain level of provision in culture and creativity across the school. The application process takes approximately 2 years. NLA advised that Hinchingbrooke is already branching out into feeder, special and secondary schools to work with their students in terms of culture and creativity.</p> <p>Q: Do you collaborate with other schools that carry the Artsmark or work together in any particular way? A: NLA advised that another school is keen to work with school production team in Drama but the Artsmark will belong to the individual school.</p> <p>Q: Does this open any opportunities to receiving funding? A: Not directly but there are opportunities to work with organisations, through the Arts Council, who put funding into projects.</p> <p>Q: How prestigious is the award? What percentage of schools have it? A: It is unusual for a school to apply for a platinum award. Because of the diverse cultural and creative offering which is already in place at Hinchingbrooke a platinum should be achievable; it would be very prestigious for the school.</p> <p>The Chair acknowledged the beneficial impact across the school in terms of supporting the well-being and development of students. AML advised that a recent NSEAD report confirms the benefit of having a strong arts and cultural provision and how it affects students' well-being and engagement. AML will circulate a copy to governors for their information. Furthermore, it reflects OfSTED's curriculum in terms of being broad and balanced.</p> <p>The Chair thanked NLA and AML for their time and thought it would be useful to have a progress update at a future LGB meeting.</p>
2.	Apologies for absence
	The Clerk had received apologies from Alan Winchcombe, Brad Panther and Vicky McGregor.
3.	Declarations of interest
	There were no new declarations of interest.

Signed:

Date: 10/10/19



4.	To approve the minutes of the last meeting held 23rd May 2019
	<p>The minutes of the last meeting were approved and signed off by the Chair as a true record.</p> <p>Action points from the previous meeting were discussed:</p> <p><u>Check actions points from PE visit has been completed</u>: AEG confirmed all actions points are now complete.</p> <p><u>Check SCR action points have been completed</u>: The Clerk confirmed that all action points have been completed.</p> <p><u>Sixth Form governor visit to be put on the next agenda</u>: To be discussed later in the meeting.</p> <p><u>AE to circulate training options to governors</u>: AE confirmed that this is being done.</p>
5.	Chair's Update
	<p>The Chair formally welcomed Emma Leach as a Parent Governor to the Board of Governors. EL will sit on the Curriculum & Standards committee. EL gave a brief introduction to governors.</p> <p>The Chair thanked governors for their hard work over the year in supporting the school in terms of school and governor visits and the good work which has been carried out through the committees. The Chair also wished the staff a well-deserved break over the summer as it has been an exceptionally busy and successful year. The Chair acknowledged that Bradley Panther has also joined the Curriculum & Standards Committee as a staff governor.</p>
6.	To ensure accountability of the SLT for the education performance of the school
	<p><u>6.1 To receive the Principal's report</u>:</p> <p>AEG provided a verbal summary of his written report:</p> <ul style="list-style-type: none"> • Restructure of the leadership team. In order to increase capacity of SLT, 4 faculties have been reduced to 3 and Kate Tandy will become a VP on a temporary basis for one year. Additionally, 3 Associate principal secondment opportunities have been given for one year: Tiffany Shaw (QA Processes), Tracey Jago (Communications & Celebration of Achievement) and Emma Parkes/Charlotte (Pupil Premium & Achievement & Gaps). • Staff turnover in Design & Technology has provided the opportunity to advertise a new post – Head of Creativity with interviews taking place later this week. • A restructure of SEND has taken place and the team are relocating to lower school which will take place over the summer break. • SLT discussions have taken place regarding contents of the SDP in order to respond to changing circumstances. AEG acknowledged that the new Head, Mark Patterson, will be coming in in January is likely to have more ideas regarding SDP priorities. • The services of Learning Support who deliver programmes primarily for Pupil Premium students to continue next year. Feedback from both students and staff have been very positive. • AEG advised that the school is working closely with another Trust based in Northamptonshire. • Staffing update was received by governors. <p>Attendance and Exclusions update</p> <p>SAC provided a more detailed update as there had been no D&W Committee meeting on 11/07/19.</p> <ul style="list-style-type: none"> • 61 exclusions from 43 different students this year. SAC added that to effectively reduce the exclusion rate but not compromise on standards is to utilize the Blue Room as a sanction rather than exclude a pupil. SAC is encouraged that there had been only 6 exclusions this summer term with 129 uses of the Blue Room and this will be discussed in greater detail at the D&W Committee in November. Restorative approaches meetings have increased indicating that conflict is increasingly being resolved in school rather than through sanctions. • Data confirms attendance is 0.3% higher than this time last year. 100 cases where the Attendance Office is pursuing absence due to holidays. • Addressing attendance of disadvantaged students which is currently at 91% and this will continue to be a focus next year to improve on this figure. <p>Q: Do you consolidate information from Blue Room use, restorative meetings and exclusions in order to analyze the effects of all of these on each other?</p>

A: Charts for exclusions are broken down. The Blue room has been only been in operation for one year and data is not currently being recorded in a way to be able to extract this. Data from next year will be recorded differently to provide a cross over in recording the results.

Q: Do you record by student?

A: Personal profiles are produced for each student

To adopt the SDP for 2019/20

- The SDP was circulated to governors to read prior to the meeting. AEG advised governors that there will be a focus on SEND next year. Suggestions for governor visits: English, Humanities and SMSC & FBV. Governors were happy to agree the visits and AN will identify dates for governor visits.

Q: How do you arrive at the outcomes regarding progress gaps <0.2?

A: Look at where it is now and also look at national outcomes. The school's targets are aspirational.

Q: The SDP seems shorter than in previous years with timescales over a longer period of time.

A: AEG remarked that in the past the school had tried to achieve too much and it was intentional to streamline it preferring to do fewer things very well. He also reminded governors that the SDP is not everything that happens but merely the high profile focus areas. As usual, there will also be an interim evaluation half way through the year.

Governors agreed to adopt the SDP for 2019-20.

6.3 To receive Committee Reports

6.3.1 Curriculum & Standards Committee Report (26/06/19) (PA)

PA updated governors on the headlines from the last C&S committee meeting: The new Director of SEND, Rebecca Bierton, gave a presentation which confirmed a lot of substantive work had taken place to ensure compliancy. She also updated governors on long-term plans for the direction of the SEND team. An update on Teaching and Learning around thinking hard and thinking talk, a coaching programme in place for staff. Performance update outlined an increased confidence for this year's outcomes. The committee also received an update on the new OfSTED framework. Policies agreed by the Committee: SEND, Alternative Provision, ICT Acceptable Use for Students, ICT BYOD, SRE.

6.4 To receive reports of Governor visits

6.4.1 Sixth Form Visit (08/05/19) (AEG/AN)

The Chair explained that both governors, Alan Winchcombe and Vicky McGregor, who carried out the visit were not present at the meeting, therefore AN provided an update from the contents of the report. AW and VM spoke to support staff, tutors, Heads of Departments and students during the visit. Overall, the report indicated that Sixth Form had moved forward substantially during the course of the last 12 months and noted that the team had been more strategic this year which has been helped with Kate Moyes providing extra support to the team. Teaching and learning has improved dramatically in Sixth Form. The report has confirmed the thinking of the school that there is less poor teaching. Flipped learning is now being used well in lessons which was recognized in the governor visit. AN said there are still areas of work to be done in the Sixth Form and these are covered in the SDP.

7. AOB

A governor asked if a note of thanks had gone to Andy Rankine for all his work as a governor. The Chair confirmed that he will be writing to AR on behalf of the LGB.

Date of the next meeting to be confirmed.

The Chair thanked everyone for attending and the meeting was closed at 8.40 pm

Full Governing Board Meeting: Action Table following Minutes of the Meeting held on Monday 15th July 2019

Item No.	Action / Decision	By Who	By When	Date Completed
1.	AML to circulate to governors NSEAD report	Clerk	asap	
1.	Artsmark update at future LGB meeting	Clerk		
5.	AN to identify dates for governor visits	AN	asap	
7.	Chair of Governors to write to Andy Rankine	MR	asap	