



Local Governing Body Meeting

Thursday 24th November 2022 18:00

MINUTES

MEETING HELD IN THE LIBRARY

PRESENT

John Hannington - Chair	JPH
Alastair Ogle - Exec Head	AO
Jonathan Hendry	JH
Alex Steward	AS
Kate Davis	KD
Martin Langsdon	ML

ATTENDING

Sarah Rankin – Clerk	SR
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ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the meeting. Martin Langsdon was welcomed back to the LGB as Community Governor. There were apologies from DL-E and RS. There were no declarations.	

2. MINUTES OF THE LAST MEETING AND MATTERS ARISING

	ACTIONS
<p>The minutes were approved for accuracy. The following comments were made regarding expectations of governance:</p> <ul style="list-style-type: none"> JH suggested that a single page Headteacher’s report to include highlights and KPIs would be preferable. It was noted that this format is now being introduced at Stalham on the request of the Chair, and the same could be introduced at SHS. JH requested that all papers continue to be circulated seven days ahead of the meeting, and reminded governors of the importance of reading the papers prior to the meeting to ensure maximum productivity. A conversation was held regarding the challenge of extracting financial data from the Finance department, for both the Head and for Governors. JH requested sight of the service level agreement held with the Finance department, given that the school pays for their services. <p>ACTION: AO WILL RAISE WITH THE CEO.</p>	AO

3. HEADTEACHER’S REPORT

	ACTIONS
The following was discussed from the Headteacher’s report:	



<p>SIDP and SHS Vision: currently a work in progress. Statements were discussed and suggested amendments to wording made. Governors felt students were missing from the vision, and that something along the lines of ‘achieve their full potential/be the best that they can’ be added. AO confirmed the SIDP will be rag rated when finalised. ACTION: AO WILL TWEAK THE DOCUMENT AND CIRCULATE.</p>	<p>AO</p>
<p>Change of school uniform: a vigorous discussion was held regarding the proposed change to the school uniform with the introduction of blazers and ties. AO reported that the SLT had met to consider various aspects of school improvement and were in unanimous agreement to move to a blazer and tie environment. AO flagged evidence regarding the positive impact and improvement in behaviour when a smart uniform is worn. The SLT felt that the current uniform demonstrates poor standards and low expectations.</p> <p>It was reported that the School Council had met to discuss the issue and two thirds of the Council voted in favour of a change, particularly liking the idea of pockets. However, governors drew attention to the recent parent and staff surveys which evidenced no issue with the current school uniform – indeed 84% of respondents felt the current uniform is appropriate. In addition, JH felt that a blazer and tie does not reflect the modern world where formal dress is often no longer worn in the workplace. The quality and cost of the current uniform was discussed. AO questioned whether the current uniform can be handed down when it is of poor quality. The cost of the polo shirt (£13.50) and hoodie (£25) was acknowledged in comparison to the cost of unbranded white shirts. The Head suggested that the school might be able to pay for the blazers for all current students. Governors were unanimous in agreement that a parent consultation must take place before any decision is made. KD asked to be involved with the consideration of uniform samples. ACTION: JPH AND AO TO WORK ON THE CONSULTATION DOCUMENTS.</p>	<p>AO/JPH</p>
<p>Quality of Education: The Headteacher advised that the ALPS system to compare data nationally is now being used. Key stage 4 and 5 data was reviewed. It was noted that English language early entry scores were not included in the data, and that this negatively affects the P8 score. AO suggested that early entry English will be dropped in future as students are not mature enough to take the exam early. Governors asked why this was in place. It was felt that this was implemented to take the pressure off the GCSE year. Governors were concerned by the negative score of high achievers, and by the subjects which are struggling such as French, German, Music and Performing Arts. The Head advised that additional support is being provided to these areas.</p> <p>The Head reported that the SLT have expressed a preference to change to a two-year KS4 for the reasons stated in the HT report. AO asked that there be governor representation during discussions which will include review of the GCSE offer and the pathway system. KD volunteered to take part and will take over from LS as the link governor for curriculum development. It was agreed that any changes to the curriculum need to be communicated carefully to parents.</p> <p>JH questioned why the Year 8 parents evening took place 6 weeks into the new term, suggesting that it was too early, particularly given the fact that options will now be chosen in Year 9. AO agreed with this observation, but noted the calendar had been approved prior to his tenure. JH asked that this change once approved be communicated promptly to parents.</p>	



Attendance: KD drew attention to the low attendance rate for PP students (82%) and asked what action is being taken to improve PP attendance at school. AO advised that meetings take place with parents and that the importance of attendance is underlined during assemblies. It was recognised however that this issue needs to be worked at.	
Behaviour: The high number of behaviour incidents were discussed. It was noted that half the suspensions are the result of poor behaviour from 4 students. Behaviour expectations are being made clear during assemblies. Student counsellors are giving 1:1 and group support with anger management and anxiety. Governors asked if the increase in number of behaviour incidents might be a consequence of the pandemic. The Head agreed that this was likely, and that the current climate of war and cost of living crisis is adding to students' anxiety.	
Sports facilities: AO reported that the feasibility study is now taking place. It was confirmed that this facility if approved would not compete with the Reef, but would add to the town's facilities, with the public use from 5pm and at weekends. In addition, the hockey pitch is being resurfaced to extend its life by 3-5 years.	

4. ANONYMISED APPRAISAL REPORT

	ACTIONS
The Headteacher advised that the appraisal process is not yet complete due to the challenge of implementing a new system. In addition, Heads of Department are now required to conduct appraisals, and time has been needed to provide appropriate training. It was noted that some members of staff had not had an appraisal last year. ACTION: AO WILL CONSULT WITH THE CEO REGARDING THE FORMAT OF THE APPRAISAL SUMMARY.	AO

5. SAFEGUARDING

	ACTIONS
The safeguarding audit and action plan were shared with governors in advance of the meeting. AO advised that several of the urgent issues have been rectified already. An external safeguarding audit has been commissioned with County.	
Governors received the latest SCR audit and a safeguarding report produced by BP. Governors found the new format from CPOMS very useful and clearly presented.	

6. POLICIES AND DOCUMENTS

	ACTIONS
Behaviour policy: corrections confirmed and policy approved.	
Pupil premium plan: approved	
Recovery Premium Plan: Incomplete. Will be circulated for approval in due course	
Synergy policies for information only: Appraisal policy, GDPR and privacy notices, Finance policy.	

7. GOVERNANCE

	ACTIONS
Vice chair: Following the departure of LS this position remains unfilled. No governor present was interested in taking up the role at this time.	



Succession planning: the importance of succession planning was discussed. AO raised a potential reciprocal agreement with Woodfields school, where a SHS governor could sit on their LGB and vice versa. This will be discussed further when the new Woodfields Head is in post.	
Governor monitoring: KD gave a verbal report on her meeting with Pippa, Literacy Co-ordinator. Pippa just has an hour a week to dedicate to this role, but plans to look at resources and attainment across the school. Visits to primary schools will also take place. KD will meet with Pippa once a term. Timetabling and workload was discussed. AO advised that an outdated system is being used, and that changes to the timetable is very difficult mid year. It was reported that a new data manager is being recruited which will alleviate the issue in the future.	
Link Governors: ML agreed to take on the role of Link Governor for SEND and will arrange to meet the SENDCo in the new year once his training is complete.	ML

8. INFORMATION DISSEMINATED FROM THE TRUST BOARD

	ACTIONS
None.	

9. INFORMATION FOR THE TRUST BOARD

	ACTIONS
Finance issue – as noted in Agenda Item 2.	

10. CHAIR’S BUSINESS/CORRESPONDENCE

	ACTIONS
JPH reported that he met with the CEO, the Chair of Stalham LGB to carry out the Executive Headteacher’s appraisal on 22 nd November.	

11. DATES AND TIMES OF NEXT MEETING

	ACTIONS
Confirmed as Thursday 19 th January 2023 at 6pm	

12. A.O.B.

	ACTIONS
None.	

With no other business, the Chair closed the meeting at 19:50

Date of next LGB meeting: Thursday 19th January 2022 at 6pm