



LGBM/06 19/20

MINUTES OF THE LOCAL GOVERNING BODY MEETING HELD

At the school ON 15th July 2020 AT 6.40 P.M.

Governors Present:

Melinda Tilley (chairman)
Jane Braddy (JB) (Parent)
Christopher Preece (CP) (Parent)
Liz Holmes (LH) (Associate)
Kevin Turner (KT) (Community)
Colin Proffitt (CP) (Head Teacher)
Kathleen Thomas (KTh) (Staff)
Vanessa Curran (VC) (Parent)
Mick Mayes (MM) (Community)
Paul Ray (PR) (Community)
Alex Bond (AB) (Community)
Mirabelle Stobbs (MS)

Absent:

Malcolm Sperrin (MS) (Parent)

Apologies:**Additional Attendees:**

Hattie Clay (HC) – Clerk

The meeting opened at 18.40 and was **quorate**.

1	Welcome and apologies for absence and acceptance/non-acceptance There were no apologies received. Governors were thanked for their commitment during these difficult times.	
2	Declaration of any personal or business interests None declared for this meeting	
3	Notification of any other business. None.	
4	Membership of Governing Body	
5	Agree minutes from 3rd June 2020 The minutes were agreed to be a true and accurate record of discussions and were signed to that affect.	
6	Safeguarding CP noted that the SEND information Report will be shared at the September meeting	



7	<p>Health and Safety</p> <p>CP explained that there was a Health and Safety Report Recently but noted that there were no significant actions raised.</p>	
	<p>Headteacher's Report</p> <p>CP explained that the SDP has been rag rated.</p> <p>Vocational courses – CP explained that the school have added two additional courses which were not taken up.</p> <p>6th form – CP noted that the sixth form has increased by approximately 20 students. CP noted that this may be COVID related but is regardless positive progress. CP explained that Business and retail and Health and Social care courses have been added to try and add some vocational courses to sixth form options. CP noted that there was a small take up on this.</p> <p>CP explained that there were two new assistant head teachers in the school, who are doing a fantastic job and taking up more or the leadership roles in the school.</p> <p>Staff and wellbeing – CP explained that the staff questionnaire was not completed due to current pandemic</p> <p>School growth – CP commented that there were two bids recently to replace terrapins and also to repair maths block roof. The bid was successful for the roof but not for terrapins.</p> <p>CP explained that the website has been updated to focus more on curriculum intent.</p> <p>Behaviour – CP noted that there have been fewer lesson observations, so the data here is scanty.</p> <p>Hard to reach families – CP explained that there has been a re-structure in the pastoral team, which has improved the engagement. CP explained that the engagement of some families remains very challenging, especially at this time and noted one family specifically who are very difficult to maintain contact with.</p> <p>Student questionnaire – CP noted that this was not completed due to COVID.</p> <p>Rewards – CP explained that there has been lots of hard work on achievement points and badges. CP explained that this ties in with student wellbeing, noting that Henry XXX and Mark Adams (MA) driven this.</p> <p><u>Question</u></p> <p><i>Will achievement points be used as a tracking?</i></p> <p>CP explained that this will be used as a tracking system, as the school are able to see who has not had achievement points and focus on these students.</p> <p>Quality of Education – CP explained that there have been workbook scrutinies, focusing on Pupil Premium (PP) students, monitoring and comparing this work across the school.</p>	



CP explained that PP/SEN will be a focus for the school from September, and noted that there are 6 children with EHCPs coming up in September, adding that PP/SEN within the area is increasing.

Sharing good practice – CP commented that there is a teaching and learning briefing which is held every Friday morning, which has helped staff share good practice, allowing for increased collaboration and sharing of expertise.

Governor Question

How have you measured the impact of these meetings?

CP provided an example, noting that one of the maths teachers brought visualizer to demonstrate in one of these meetings. CP explained that Staff have now been using these to do videos and deliver lessons. This showed a real benefit of showing good practice

Centre Assessment Grades – CP explained that guidance initially stated that the school must not disclose the CAG grades. However, recent guidance has suggested that once the results are released, these grades can be requested by students. CP added that this could put staff under a lot of stress and pressure.

Governor Question

Can students sit the exams if they want to?

CP explained that students can sit exams in October but noted this will be paid for independently and will add lots of pressure on the school capacity.

Governor Question

Who will facilitate exams for those students who will be leaving?

CP explained that the arrangements for these students is not clear.

Governors commented that this situation has led to a vital message to new Y11 about the importance of mock exams.

Personal development – CP noted that there were three citizenship days this year. HX and MA have spent time re-structuring these days and they have been running very well. CP noted that there has also been some additional pastoral support at key stages. CP explained that citizenship days not involve specialist teachers leading extra curriculum lessons such as equal opportunity. CP added that two staff members have trained as Mental Health first aiders. CP explained the introduction of “Leadership ladders” where students are rewarded and supported for presenting themselves well and being good role models.

Careers guidance – CP emphasised that the school have very good monitoring of destinations. CP commented that 80% of apprentices have now gone as a result of COVID, so the destinations data may be very different this year. CP added that the careers support need to do a much more targeted approach next year, as the increase in student numbers make it unrealistic to interview all students as previously done.

6th form – CP explained that in terms of visible leaders, there was much greater involvement from the students in lessons.



	<p>Wellbeing of students – CP explained that if student not engaging with a teacher in Zoom lessons, this is followed up.</p> <p>Staff wellbeing – CP noted that there are four staff members who have been shielding and so have been unable to work in school until August 1st. CP further added that a number of staff who are older, so risk assessments been completed for these staff members. CP explained some staff are still quite anxious. CP has encouraged staff to have meetings socially distanced in school, but some staff have been very concerned about this.</p> <p>CP explained that staff have been doing more remote learning using google classrooms. CP explained that there is a high chance of some lockdowns after September. CP explained that the school's online learning has developed considerably since the beginning of lockdown. There is now a greater impact through Google classroom and staff have been asked to register through Google classroom. Governors commented that the intention is that should there be a lockdown, the educational provision will be seamless</p> <p><u>Governor Question</u> <i>How will this remote learning be timetabled to allow homes with multiple children to do online learning and share resources?</i></p> <p>CP noted that this was an issue and explained that the school will aim to do work in the timetable</p> <p><u>Governor Question</u> <i>How will the school manage with students who are isolating if remainder of the bubble is in school?</i></p> <p>CP noted that the idea is to follow the same timetable but recognised that this will be difficult. The expectation is that the provision will be continuous for these students, but this remains logistically challenging. LH explained that in reality, the outcome may be variable, especially when it is not an entire year isolating.</p> <p>CP noted that the feedback from parents on the provision of remote learning recently has been positive.</p> <p>Staff stated that for planned absences, the school would allow for provision of education and so this kind of provision is still in place.</p>	
	<p>Plans for September</p> <p>CP explained that there has been an increased number in pupils attending the school recently. CP explained that the Y10s were split and had lessons in set places in the school, to reduce movement of pupils around the school.</p> <p>CP shared the plans for opening in September, explaining that the plan is for all year groups to return by 7th September 2020, with a staggered return to school planned. All year groups will be based in different parts of the school, to avoid the cross-contamination between students. Odd year groups will have a timetable, with the even year groups having a varied timetable to allow for staggered arrival times. OCC have agreed to put on additional busses to facilitate this.</p> <p>CP explained the difficulties in staggered break and lunch times. SLT are meeting 3-4 times over the summer period to iron out these plans. Joe Bettle has re-written the</p>	



timetable for the school and is basing this on the new staggered timetable. Staff will move between bubbles to teach children.

Governor Question

What will happen where specialist classrooms are needed e.g. Science/IT?

Staff explained that there lessons are mainly being tweaked to suit the facilities available.

Governor Question

If tutor groups are not mixing, do all need to isolate after a positive case?

CP confirmed that it is likely that the entire tutor group will need to isolate

Governor Question

Have any children had symptoms since the school has been back?

CP explained that no children have presented with symptoms. Governors noted problems in that any cough/fever will be treated as COVID, which may be increasingly challenging in the winter months.

Governor Question

Have there been problems with a lack of movement for children?

CP confirmed that there had been some issues with this

Governor Question

Have after school clubs been cancelled?

CP explained that after school clubs have been cancelled for the time being.

Governor Question

Will students be mixing on the buses?

CP explained that students will be mixing, although they will be wearing masks.

Governor Question

How will children manage with being left in a classroom whilst children transition?

CP noted that this will be challenging.

Governor Question

Are there plans to let parents/students know about this before they return?

CP explained that a letter has gone out to parents and this will be followed up with additional information, which should be sent out over the summer.

Governors commented that the revised timetable is re-assuring and complies with all Government guidance

Governor Question

Are there plans to cover this year's curriculum at the start of next year?

CP explained that there has been lots of discussion about catching up, which CP explained was not useful terminology and will raise anxiety in children. CP noted that the language used should be carefully worded, with emphasis on consolidating and embedding learning.

Governors noted that some parents will not be aware of their child's progress since home learning began. CP explained all children have had reports at the end of



	<p>March. CP explained that most schools have chosen to do a final report with data up until March.</p> <p><u>Governor Question</u> <i>Has there been any feedback to parents on their children's learning throughout lockdown?</i> CP explained that this has not been possible due to the lack of available data.</p> <p><u>Governor Question</u> <i>How will parents be informed of progress from September?</i> CP explained that there will be lots of assessments done early on in the year, to gather this data in order to feedback to parents.</p> <p><u>Governor Question</u> <i>How will staff measure the attainment of students?</i> CP explained that at the moment this is unclear, although highlighted the need to focus on getting the students back into a routine initially.</p> <p><u>Governor Question</u> <i>Will children who have been very competently working at home be offered more challenging work to keep them stimulated?</i> CP explained that this differentiation of work is common practice. CP will raise this with SLP to ensure that these plans are being put in place. CP explained that this problem may be further compounded by the children who are transitioning from Y6 to Y7. Governors noted that the first 6 weeks back is being treated as settling back into education.</p>	
20	<p>Finance PR explained that there have been some savings been made on utilities as school has not been open. PR explained that some of these savings have been used on additional IT equipment for staff home working and also IT for students who did not have their own resources.</p> <p>CP explained that classrooms have been kitted out, as well as visualizers and chrome books purchased. PR added that money will be sought from the Government to assist in the funding of these additional resources. CP explained that Government laptops came in 10 days ago, adding that this delay would have been detrimental if it hadn't been for the school purchasing these independently. CP explained that this has helped students hugely to bridge the gap in disparity. CP explained that the Government will pay for cleaning materials and protective screens. PR explained that there has been a significant over spend on capital (amounting to approximately £144k) due to this expenditure, as well as upgrade of boiler system and refurbishment of toilet block.</p> <p><u>Governor Question</u> <i>Will the Government funding pay for additional cleaning?</i> CP noted that this was not clear.</p> <p>PR explained that some of the reserves will need to be spent (about £85K) to assist with the supply of IT and also the new toilet outreach to assist in hand hygiene. Governors also noted that the number of toilets in the school is significantly down on the number Government suggested should be available but now with COVID will</p>	



	<p>need these. It was noted that primarily, the overspend is due to COVID related costs, as well as boiler system, both of which are beyond the control of the school.</p> <p>Governors approved the proposal.</p>	
	<p>Good news items</p> <p>CP explained that the new Pod will be put up soon, which has been designed by a student in Y10.</p>	

Meeting closed at 7:51

[HC 15/07/2020]