



Minutes of the Governing Body held in school on
23rd May 2018 at 5pm

Parent Governor		Co-opted Governor	
Mr L Poulton	p	Mr C Hassall (Chairman)	p
Mrs D Tideswell	p	Mr Martin Drew (Vice-Chairman)	p
Mr R Sproston	p	Mr J Hamnett	p
Mr S Jodrell	p	Mrs J Wallbanks	Ap
		Ms L Adams	p
Headteacher		Mr R Leadbeater	p
Mrs A Gibson	P	Mrs W Parrott	p
		Dr F Aslam	p
LA Governor		Mrs D Latham	Ap
Mr P Potts	Ap	Mr M Delf	p
		Ms J Bootheystone	P
Staff Governor			
Mrs K Greenwood	Ap	2 x vacancies	

Also in attendance: Mr R Wood (Deputy), Mr A Skelding (Assistant Head)

1. Apologies – apologies were received and accepted by governors.
2. Pecuniary Interests relating to the agenda – none announced.
3. Confidentiality – Governors are reminded that all discussions at the meetings are confidential and not public until ratified at the following meeting.

4. Membership

Mrs Sawyer informed governors that two co-opted governor resignations have been received since the last meeting: Mr Overend and Mrs Harvey. As a result, there are now two Co-opted vacancies. Governors suggested that these vacancies are advertised on SGOSS. Mrs Sawyer agreed to arrange this.

Mrs Sawyer informed governors that the Constitution has been changed as requested at the previous meeting.

(Mrs Parrott, Mrs Adams, Mr Delf arrived at 5.15pm)

5. Minutes of the previous meeting held on 15th February 2018

The minutes of the previous meeting were issued to governors prior to the meeting. Governors agreed that they are a true reflection of the meeting and the chair signed the minutes.

Matters Arising

Catering – Mrs Gibson informed governors that nine companies have expressed an interest in the catering business and eight have visited the school during lunch service. Companies have been

informed that they can make a further visit if they wish to pursue further with the bidding and five have returned during break service. Companies will be invited into school on 20th June and governors will be invited to attend the presentation.

5a. Confidentiality

Governors were asked to identify any information from the minutes of the 15th February, which need to be removed from the public copy. Governors agreed that there was no information to redact.

6. Link Governor Vacancies

Governors were informed that there is a requirement for a PREVENT and E-Safety link Governor. Mrs Sawyer will email governors to ascertain if anyone would take on the roles.

7. Headteacher's Report

Mrs Gibson issued her report to governors prior to the meeting. Mrs Gibson highlighted a number of key points to governors.

Due to the cuts to services across the county, in particular regarding student health matters, Governors have decided that they wish to write to our local MP to express their concerns. A small group have met to discuss the content of the letter.

Mrs Gibson gave governors a comparison of GCSE predicted data compared with the previous year. Staff have been working hard with current Year 11 to get all to achieve the best that they can be. The school has offered support and advice to parents during an information evening and information has been sent to all via Firefly. Interventions and revision sessions are taking place throughout the exam period.

Governors asked how many parents attended the information evening.

Mrs Gibson confirmed that 35 pupils were represented.

The final visit by Emma Jardine-Philips from the LA took place earlier this term and a letter of re-classification has been received which stated that the school has been graded "no concern".

There has been a two day SEND Audit booked and the first day has taken place. Ideas, strategies, and structured advice has been received to improve provision. The department are mindful of ways to improve support with diminishing budgets. Day two will be confirmed later this term.

The PAN for 2018-19 remains at 140 and 141 places have been allocated for September 2018. Mrs Gibson has attended two days of appeals in which 23 cases were reviewed. Mrs Gibson informed Governors that a further 6 places have been offered following the appeals. This means that the intake for 2018-19 will be 147, which is an additional £99,000 into the school budget, depending on the profile of pupils, as there are 125 leaving from Year 11.

A push on attendance has taken place due to the low percentage of 92.03% in the spring term, predominantly due to illness. As a result, the first five weeks of the summer term is in excess of 95%. However, the percentage over the year may not hit the target of 95%.

The new prefects and Super Six have now been appointed and they have begun their duties to relieve the pressures on Year 11 pupils.

The new extended KS4 curriculum will commence September 2018 and as a result, current Year 8 and Year 9 have taken their options. Over 97% of pupils are able to do their first choice.

Since the Personnel committee meeting, further staffing appointments have been made. There are two Temporary Personal Welfare Assistants in the SEND team to support the department over the summer and Year 11 exams. There has also been the recruitment of Mrs Giblin into the Technology department as a Technician following the resignation of Mrs Bates.

Mrs Gibson confirmed that the School Development objectives for 2017-18 will be completed by the end of the summer term.

The partner school in Nepal has now completed the repair to the damaged caused by the Earthquake in 2015 and have built a second floor on the school. This is from the donations amounting to approximately £30,000 raised by Endon High School.

The school has been shortlisted as finalists in the TES Awards in the International category for the L4L Programme. Mrs Tapley and Mr Wood will be attending the ceremony in June.

Governors stated that the Progress 8 figure for last year was lower than predicted however, this was raised later in the year. Governors asked if this would potentially be the same this year.

Mrs Gibson explained that currently English has a negative Progress 8 figure and that all predictions are cautious. The predicted figure is from data based on the toughest grade boundaries.

Governors thanked Mrs Gibson for her report and asked that staff are thanked for their hard work.

8. GDPR update

Mr Skelding informed governors that he attended training earlier in the year to understand the impact on GDPR in school. The school now has a named Data Protection Officer through Entrust and will be forwarding documents and templates to Mr Skelding. An audit has been carried out in school and staff are aware of the expectations and changes. A Privacy statement has been created and put on the school's website however, we still await the DPO's statement. Mr Skelding is now waiting for a meeting with the DPO planned for 20th June, for further guidance.

Governors asked where the appointment of the DPO has been made.

Mr Skelding confirmed that this was through the Entrust SLA and Tracey Thorley will be the DPO. Mr Skelding confirmed that there is a first year payment of £660 followed by an annual fee of £400.

(Mr Hamnett arrived at 6pm)

9. Chair/Vice-Chair actions since the last meeting

The following actions have been carried out by the Chair/Vice-Chair of Governors:

Exam Policy – Mr Hassall explained that the exam policy had been amended and due to the pending GCSE exam period ratified the policy under the power to act so that the most up to date policy was available to all.

Governors agreed with the actions taken on their behalf.

10. Committee reports

The draft minutes of the committee meetings had been circulated to governors prior to the meeting.

Extra-Ordinary meeting – 25th April 2018

A meeting was held on 25th April to ratify the appointment of Mr Skelding as Endon High School's Headteacher from September 2018, following the retirement of Mrs Gibson this summer.

Pupil and Curriculum Committee meeting – 26th April 2018 (Mrs Wallbanks, Chair)

Mr Sproston (vice-chair of committee) updated governors on the Pupil & Curriculum meeting. Governors received a curriculum update, which included the options process for Year 8 and Year 9 pupils. Miss Hill gave governors information on pupil support and raised concerns regarding the diminishing services from SCC and the additional burden on staff. Governors also received a Data summary produced by Mrs Rowley.

Personnel Committee meeting – 3rd May 2018 (Mr Hassall, Chair)

Governors received an update on staffing changes since the last meeting and a Staff Development report from Mr Skelding. Governors also reviewed a number of policies.

Finance & Premises committee meeting – 8th May 2018 (Mr Hamnett, chair)

Governors reviewed the reports received from Mrs Latham, which included revenue and capital balances. It was agreed that moving in to a MAT with Moorside that each school would keep their revenue balances which were similar amounts. The redundancy costs have now been fully paid. The draft budget for 2018-19 was reviewed and accepted by the committee. The Charging policy was reviewed which includes the Music Tuition fees which has no changes this year.

Governors asked if the uptake of Music Tuition has fallen since the school removed the subsidy.

Mrs Gibson confirmed that the uptake is as much as previous years. Mrs Gibson confirmed that the PPG pupils fees are paid in full if they wish to pursue Music Tuition.

Review Committee meeting – 16th May 2018 (Mr Leadbeater, Chair)

The Review Committee received reports from the SEND team, ICT and History.

Governors asked why the number of pupils in Year 8 opting to take History GCSE was much less than the Year 9 figures.

Mrs Gibson stated that the lower figure is the normal amount of pupils wishing to study History GCSE and the larger Year 9 figure was an exception. Mrs Gibson confirmed that there was enough expertise in school to teach the larger group.

Governors stated that the DTL for RE is still keen to run the visit to Israel. Governors agreed that they made the correct decision in not agreeing for the visit to take place, especially in light of recent events.

Academy Group Meeting - 17th May 2018 (Mr Hassall, Chair)

A meeting with both Endon High School and Moorside High School Governors took place on 17th May where they discussed the potential Trustees and Local Advisory Boards of the MAT. The group agreed that they are in a position to put an application in to the DfE prior to the end of the summer term. A further meeting on 14th June has been arranged at Moorside.

Governors asked for clarification on Members and Trustees being able to continue as a local governor.

It was confirmed that Members and Trustees are not to sit on LAB and that Members should not be appointed from the current governors of either school.

Governors asked for the recent advice from the RSC regarding the application process

Mrs Gibson stated that we need to offer a robust plan including the particular needs of the MAT, which shows a growth plan for the future. There are no hard and fast rules however, there is a need to be mindful of the current thinking of both the DfE and RSC. Mrs Gibson stated that there needs to be “clear blue water” between the layers of accountability.

During the committee meetings, a number of policies have been reviewed and accepted ready for ratification by Full Governors:

Charging & Remissions, MAPP, Managing Violence & Aggression, Initial Teacher Training, Social Networking for Staff, Home Visits, Homework, Uniform, Child Protection procedures, Admissions.

Governors are asked to ratify the policies – all agreed.

Governors are asked to ratify the budget for 2018-19, which was discussed in details at the Finance & Premises Committee meeting on 8th May 2018.

All agreed.

11.Link Governor Report

Technology – Mr Leadbeater, Link Governor

Mr Leadbeater met with Mrs Greenwood, who is a strong leader of the department. The technology areas have been transformed to give pupils defined working spaces and a number of computers have been purchased with the sponsorship money from KMF. Mr Leadbeater stated that there were some issues with timetabling and the amount of time available for pupils and wondered if there was any scope for 2 hour lessons of Technology.

Mr Wood confirmed that it is possible in KS3 and that they can timetable back to back lessons.

RE – Mrs Tideswell, Link Governor

Mrs Tideswell met with Miss Baker. During the meeting the new GCSE course, positive steps, peer links were discussed. Miss Baker explained that pupils underperform in GCSE RE and that she has a battle with the value of RE with some students. Mr Townend is keen to re-instate the RE/History visit to Krakow.

English – Mr Hamnett, Link Governor

Mr Hamnett met with Miss Pointon who was new to the role in 2016. The department achieved excellent GCSE results in 2017. The initiative for ERIC is successful and the use of Firefly is extensive. There have been a number of competitions entered and there have been 4 poetry winners in the National competition.

Health & Safety – Mr Poulton, Link Governor

The school has an excellent approach to Health & Safety and an external audit has taken place this week. Mr Poulton attended throughout the day and will report to governors once the report has been received. The Health & Safety policy has been reviewed and updated. An invacuation procedure document has been developed and discussed at the Health & Safety meeting. Health & Safety forms part of the SDP.

Governors asked if the Invacuation procedures have been used recently.

Mrs Gibson stated that they had not although at a recent incident she was caught up in an invacuation at St Luke's Primary School. Mrs Gibson explained that the document fits various eventualities. The school is currently sourcing a bell to use during an invacuation, which is different from the school bells. There will be a test carried out in school and parents and pupils will be informed prior to the test.

12. AOB

Mrs Sawyer gave governors a copy of the latest Entrust training schedule for the summer term.

Mrs Sawyer will inform governors of the dates for the meetings in 2018/19 at the meeting on 4th July.

With no further business to discuss, the meeting closed at 7.15pm

Minutes prepared by: Mrs J Sawyer, Clerk

Signed as accurate and approved by Governors: (Chair)

Date: