

Chart, bubble chart

Description automatically generated

**Local Governing Body**

**Autumn Meeting 2 December 2021 at 5.00pm**

**MINUTES**

**Present at the Meeting: -**

|  |  |  |  |
| --- | --- | --- | --- |
| **Members:** | **Andrew Tatham** |  | **AT** |
|  | **Sam Priestley** |  | **SP** |
|  | **John Sharp** |  | **JS** |
|  | **Philip Cockcroft** |  | **PC** |
|  | **Mat Williams** |  | **MW** |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Attendees:** | **David Whitehead** | **(Clerk)** | **DW** |
|  | **Steve Evans** | **CEO** | **SE** |
|  | **Carlton Midgley** | **School Improvement Partner** | **CM** |
|  | **Rachel Bailey** |  | **RB** |
|  | **Leo Timmins** |  | **LT** |
|  | **Abi Piling** |  | **AP** |

|  |
| --- |
| Satisfaction of Quorum Requirements |
| *Quorum equals 3 Members, or where greater, any one third (rounded up to a whole number) of the Membership.*  7 Members: Quorum equals 3  5 Members in attendance; therefore, the meeting was quorate. |

|  |  |
| --- | --- |
| 1.0 Apologies for Absence | |
| Apologies were noted and accepted from Duncan Brundell & Helen Hemingway. | |
| 2.0 Declaration of Interest for items upon the agenda | |
| Presented by: | Chair |
| All have completed their Pecuniary Interest forms on the portal. | |
| 3.0 Election of Vice Chair | |
| Presented by: | Chair |
| SP was unanimously elected as Vice Chair of the Local Governing Board.  **Proposed: PC Seconded: AT** | |
| 4.0 School Improvement Partner Report (Carlton Midgley) | |
| Presented by: | SIP |
| The SIP report had been circulated prior to the meeting and CM led Governors through the detail.  The background to the visit was explained, and this is an LGB report on one of the Polaris MAT schools.  The 3 day visit was noted as being very productive.  4 subjects were studied, English, Mathematics, MFL and Humanities and the quality of education was the prime focus.  Curriculum intent was an area where additional work was required due to the lack of national data.  The assessments carried out means it is diff to carry out comparisons.  The books scrutiny provided most of the detail in respect of the quality of teaching.  CM advised that the quality of education is in very good shape.  The SLT were excellent and in the School Improvement Plan the 3 priorities were covered well.  The main findings were:   * The Quality of Education of the curriculum areas reviewed is strong with regard to Curriculum Intent and Implementation (NB: Curriculum Impact was not within the scope of this review) * Senior leadership of Curriculum Intent is outstanding * Middle leadership of Curriculum Intent (in the curriculum areas reviewed) is excellent overall * Implementation (Quality of teaching) was very good in most of the lessons seen   Middle leaders – the subjects covered were outlined and English in particular was very strong.  Pupil responses to questioning were very positive and all were aware of what is expected in respect of the curriculum.  Teaching was strong and, in respect of the MAT as a whole, RHS is very strong across the board. The areas where improvement could be achieved were detailed to Governors  Weaker areas are not weak but are less strong and the support which will be provided will be studied at the next visit.  The processes in place during a SIP visit were also noted by CM.  It is hoped that Outstanding can be achieved at the next Ofsted inspection.  What was looked at during an inspection at another school was detailed and this gave an indication of what is expected by Ofsted.  CM noted that these are areas where RHS has strength.  **Q - The phrase that struck me most in the report was "students know the department believes in them" in relation to English. Perhaps someone can expand and elaborate on this?**  A - The phrase “students know the department believes in them” refer to pupil voice and their positive relationships with staff. Relationships are a key aspect of the teaching strategies ‘Five to Drive’ and instilling confidence and belief in the pupils’ ability is part of being a skilled teacher.  **Q - One challenge that seemed to appear on more than one visit/report was the difference in intensity and pace of teaching between KS3 and KS4. Is that difference now no longer evident?**  A - As staff are now back into more secure routines, we are seeing the expected pace and intensity across all year groups.  The quality of teacher judgements for all staff are based on learning walks across both key stages, so this reassures me, as the school quality assurance process has clearly demonstrated that teaching is strong across the vast majority of staff.  SE clarified the margins spoken about and quality of teaching data reflect a small number of staff.  The focus on wellbeing for students and staff was stressed.  The team at RHS is working on support programmes with other schools to help with achieving the marginal gains required.  AT noted the aspects relating to character of the school and, in respect of Humanities, the comment in the report about allowing students to gain greater understanding etc. was particularly stressed.  Previous comments around Art seen in reports were also noted as important for students and helps Governors s have a greater understanding of the data presented at meetings.  CM advised that middle leaders are very passionate about their subjects which is a key point.  Generating a love for a subject is also a something to be developed in students.  The difference seen by CM in his visit compared with the previous visit was noted by SP and CM outlined the discussions held with the SLT following that visit. | |
| 5.0 Head of School Report | |
| Presented by: | Head of School |
| MW also noted the thorough process seen during the SIP visit and explained the differences between this and an external review.  The strong culture at RHS in respect of moving the school forward was particularly noted.  English, Maths & MFL came out very strongly and Humanities was seen to be moving forward with the leader in school having a passion for the subject.  **Q – Is the intention to review the 4 subjects next time or look at others?**  A -We will clarify how we will address any teaching concerns and middle leaders will be a key areas in this regard.  MW outlined the work which will take place with teachers to ensure this moves forward.  The new format of the report was noted.  He advised that CPD has gone well this half term and performance management has been carried out.  In respect of quality of education, 90% are meeting the required standard.  4 members of staff are leaving in January and the next evaluation cycle there will be different staff involved.  Behaviour & Conduct – internal isolation data was included in the report and there are only 6 students where there are issues.  SE advised of the issues seen at another school which emphasises the difference with RHS.  MW noted that the students in the isolation unit do work well and changing behaviour is a focus.  AT requested further detail on the data relating to exclusions etc.  The nurturing of students was also stressed.  The strategies employed over time with some students were explained to Governors including the use of alternative provision.  SP noted that there are many things to be considered in respect of changing behaviours.  JS advised that sometimes, students want to be in that environment for a variety of reasons.  Attendance – The data was clarified in respect of non-disadvantaged and disadvantaged students.  The Gap % is from non-DS to DS pupils’ attendance, hence the table needs adjusting to be representative of this. DS attendance is 89.55% and non-DS is 94.02%.  Personal development including curriculum enrichment and extra-curricular activities - this is running well and the enrichment programme is fully in place.  Getting more DS students involved is a feature of the clubs and around 28% of the 512 students participating are DS.  **Q - How do these figures compare with expectations and also the 2019 figures?**  A - We are overall pleased with participation rates but will continue to readjust our offer to the needs of the pupils. We currently have no direct comparison to 2019, however we are running significantly more enrichment activities and they are well attended, which would lead me assume participation rates are significantly higher. The school is keeping an accurate record of participation and will be able to make annual comparisons. There is also a specific focus on participation rates of DS students, and this will remain a priority to increase opportunities for personal development.  MW summarised the clubs in place.  **Q – Are most run by internal staff?**  A – Both, We also have people volunteering to become involved.  **Q – Are these competitive sports ?**  A – The Y7 and 8 girls have been involved in a competition at Rotherham.  MW summarised the activities involved.  **Q – Do you have Rugby as one of the clubs?**  A – Both codes of rugby are in place.  The possibility of introducing cricket was discussed.  A balance has to be struck around staff involvement during the day and then again after school.  RB noted the external coaches involved.  **Q – Any trips planned?**  A – No foreign trips however opportunities are being investigated for enrichment activities.  RB outlined the work being carried out including a careers event held locally.  SP noted the importance of these trips to the students particularly the DS students.  The possibility of residential trips in summer is being looked into. Duke of Edinburgh scheme involvement is also being investigated.  Any trips are all dependent on the Covid situation.  Staffing – 6 teaching staff are leaving this year.  There are adverts out in respect of recruiting to support staff vacancies.  Sickness absence and the high use of supply was noted. The recent spate of sickness was detailed to Governors.  The national 2% covid related staff absence is in line with RHS data. | |
| 6.0 LGB Terms of Reference & Scheme of Delegation | |
| Presented by: | Chair |
| Both documents had been circulated prior to the meeting.  The responsibilities of the LGB and the Trust were noted and a timetable of events is being created.  The schedule previously circulated will be amended to include areas such as feedback on policies will be included.  This will help clarify the timetable for the rest of the year.  The Terms of Reference and Scheme of Delegation were noted by Governors. | |
| 7.0 Appointment of Named Governors | |
| Presented by: | Chair |
| The following Named Governor Appointments were noted:  SEND – Helen Hemingway  Pupil Premium – Duncan Brundell  Safeguarding, Child Protection, LAC, Vulnerable Groups – Sam Priestley  A structured approach to the reporting of visits by Named Govs will be established and visits will have a specific focus rather than a general meeting. | |
| 8.0 Governor Visits | |
| Presented by: | Chair |
| The programme for the coming year will be communicated to Governors before the next meeting.  14,15 &16 March is the planned period for these to take place. | |
| 9.0 Finance Report | |
| Presented by: | Head of School (CFO) |
| The final accounts will be reported at the March meeting. | |
| 10.0 Any Other Business | |
| Presented by: | Chair |
| Policies  Safeguarding & Child Protection Policy (including KCSIE update)  Q – In respect of the Safeguarding and Child Protection Procedures, there seems to be quite a few changes to this very important document/policy. I think it would be useful for all Directors to receive some appropriate and relevant training in these changes and the KCSIE document as a whole. Would be possible also to have an annual report on headline numbers and resolutions, including perhaps one or two short, anonymised case studies just to put it in to context?  A - We can organise an update in the new year, with regards to safeguarding referrals and resolutions. I can add that to the Head Teachers report at the end of the academic year with two case studies  Behaviour Policy  Both policies were noted by Governors. | |
| 11.0 Academic Year 2021-2022 meeting dates | |
| Presented by: | Chair |
| Term2: Spring: 17 March 2022  Term 3: Summer 09 June 2022 | |

**The meeting ended at 6.10pm and SP thanked all for attending.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Approved as a True record of the Meeting** | | | | |
| **Signed:** | | |  | |
|  | | | **Chair** | |
|  | | |  | |
| Agenda item | | Action | Person Responsible | | Deadline | |
|  | |  |  | |  | |
| 8 | | The Governor visit programme to be circulated to Governors | MW | | ASAP | |
| 9 | | Finalised accounts to be presented at March LGB | MW | | March LGB | |
|  | |  |  | |  | |
|  | |  |  | |  | |
|  | |  |  | |  | |
|  | |  |  | |  | |