

York High School Governing Body

Minutes of the meeting of the Full Governing Body held on Wednesday 24th November 2021 at 6pm held at the school

Present: Rod Sims (Headteacher) Rosemary Swords (Vice Chair)
Ian Savage Richard Lavell
Andy Pope

In Attendance Victoria Burns (Deputy Headteacher), Sophie Triffitt (Clerk)

Action

1. **Welcome, Apologies for absence, Declarations of Interest**

The Vice Chair welcomed everyone to the meeting.

Apologies were received and accepted for Nicki Mitchell, Jackie Johnson, Angie Leatt, Andrew Waller, Amanda Crouch and Clare Higgins McGarry.

In the absence of the Chair the Vice Chair chaired the meeting.

Safeguarding Report (previously circulated)

The Deputy Headteacher summarised the safeguarding report, how the team work together and the supervision process in place to support effective working and wellbeing. The Headteacher noted that safeguarding is a high pressured and emotionally straining area.

Challenge: Governors requested including that Rosemary Swords has completed Safer Recruitment training.

The Deputy Headteacher reported that the use and monitoring of CPOMS is fully embedded and the child protection profile remains similar to last year but the number of FEHA's (Family Early Help Assessment) is increasing due to the impacts of Covid.

Challenge: In response to a governor the Deputy Headteacher confirmed that there are 470 individual children that make up the reported incidents.

Challenge: A governor noted that this is a high number compared to the numbers on role and asked if this is a concern. The Deputy Headteacher agreed that there is a large number of reported concerns for a large number of children noting that bullying referrals and lower level incidents are reported to build a picture.

The Deputy Headteacher made governors aware of a parent complaint made to the Local Authority at the end of the summer term related to a pupil who has now been permanently excluded. The Headteacher had spoken with the Local Authority and Ofsted who were happy with the school response and the Headteacher received a standard written response that the complaint had been received and would be held on file.

The Deputy Headteacher reported that 4,000 contacts home were made in the first lockdown and 4,883 contacts made through the January 2021 to March 2021 lockdown.

Priorities for this year include supporting the experienced staff member recruited to replace Ms Barker, peer on peer abuse / anti-bullying, responding to changes in KCSIE (Keeping Children Safe in Education), harmful sexualised behaviours and changes to the recruitment process.

Challenge: A governor asked if there is a substance abuse trend. The Deputy Headteacher explained that there are concerns about the use of weed / marijuana in KS4 and 17 students are being supported by the Changing Lives programme. A group of 12 students at risk of criminalised behaviour have been identified for intervention / preventative work.

Challenge: A governor asked if there is an issue with drugs in school. The Headteacher confirmed that very rarely drugs are brought into school.

Challenge: A governor asked how the pastoral restructure is working. The Deputy Headteacher felt that strategically it is the right direction and Mr Walker has been a real asset. A lot of the capacity of the Deputy Headteacher role has been on supporting the Deputy SENCO.

The Deputy Headteacher left the meeting at 6.43pm.

2. **Minutes of Previous Meeting held on 20th October 2021** (previously circulated)

The minutes were agreed as an accurate record of the meeting and approved.

3. Matters Arising and Action Plan

Action 1: Clerk was asked to e mail Cllr Waller for an update on the action.

Action 2: Headteacher confirmed governor thanks was passed on to staff.

Action 3: Governors had updated the school on address / name changes.

Action 4: The Headteacher reviewed governor DBS and address status and confirmed the school were compliant.

Action 5: Training information was included in the agenda pack.

Action 6: Pay Committee meeting took place in line with Trust policy.

Action 7: The finance link governor reviewed utility costs with the SBM and circulated a link governor report.

Action 8: Ongoing.

Action 9: Ongoing.

Action 10: Governor merger response was submitted to the Trust.

Action: Chair to arrange the Headteacher Performance Management.

Chair

4. Governing Body Matters

Governor Training Record and MAT Training Requirements (previously circulated)

Governors were reminded to access training to ensure coverage across the LGB.

LGB Self Review

Action: Vice Chair to draft an LGB self-review for governor input.

Vice Chair

Governor Code of Conduct (previously circulated)

Resolution: Governors agreed to adopt, and in doing so abide by, the Governor Code of Conduct.

5. Ofsted Preparation / Questions

1. What are the three core curriculum aims?
 - Resilience, Aspiration, Success (in addition to covering national / broad and balanced curriculum)
2. How does the school promote a culture where sexual harassment and violence is not tolerated and children and staff feel safe to report it.
 - Anti-bullying policy
 - All staff aware of KCSIE
 - Ability to report easily through QR code / e mail
 - Use of whole school assemblies
 - Staff training
- 2.1 How do you monitor that the school promote a culture where sexual harassment and violence is not tolerated and children and staff feel safe to report it.
 - Safeguarding Link Governor meetings where data is analysed
 - Annual Safeguarding Report
 - Challenge at LGB
3. How do you monitor attendance and persistent absence figures as an LGB
 - Reporting through KPI document
 - LGB challenge
 - Link governor monitoring and reports
 - Weekly snapshots monitored by link governor
 - Use of Pupil Premium funding
- 3.1 How effective have efforts been to address persistent absence at YHS
 - It has been difficult
 - Hard to put against comparative figures due to the impact of Covid on attendance across the country
 - School working hard on getting pupils back in and into routines
 - Attendance is low nationally and YHS were above national average up to 11th Nov
 - Graduated response – students know their attendance, there are designated focus groups, utilising extra members of staff.

The Headteacher reported that a mock inspection advisor undertook a visit and suggested the school would be RI. There were some questions / challenges around the process but an area of focus identified was that the children struggle to verbalise learning / key piece of knowledge learnt that day

The Headteacher spoke with Andrew Daley about his Pathfinder experiences of Ofsted which was useful.

The Headteacher explained the difficulties in driving forward improvements due to the staffing crisis.

Challenge: A governor suggested preparing to challenge Ofsted if they visit with a 'back to normal' view / expectation.

Action: Mr Savage to schedule an Ofsted working group meeting to review the mock Ofsted inspection feedback. IS

Action: Headteacher to provide the Ofsted visit feedback to Mr Savage. HT

6. **KPI Report** (previously circulated)

Pupil, Parent and Staff Surveys

The Headteacher reported that key highlights from the pupil survey include behaviour and bullying. This had been picked up through the refocus of positive behaviour and promotion on anti-bullying.

86% of parents from the parent survey would recommend the school.

The staff survey responses were strong but behaviour was picked up and action taken.

7. **Standards** (previously circulated)

There were no questions on the link governor report.

Year 11 Tracking

The Headteacher reported that the PPE (Pre Public Exams) are underway, attendance has not been great but exam behaviour and attitude has been excellent.

8. **School Improvement Plan**

There was no update to report.

9. **Teaching and Learning** (previously circulated)

There were no questions on the link governor report.

10. **Staffing Update**

The Headteacher reported that staffing absence is a significant concern and supply is difficult to secure due to local pressures and will likely need to move to the rarely cover protocols and collapsing classes.

Consistency of staffing has a significant impact on curriculum delivery and management of positive behaviour.

11. **Finance Update** (previously circulated)

The link governor talked through the link governor report and period two monitoring noting that there will be a significant financial impact from the staffing issues. The Headteacher explained that the pupil numbers for starters in September 2022 will drive budget discussions.

12. **Child Protection and Safeguarding**

Annual Report (previously circulated)

Discussed earlier in the agenda.

13. **Special Needs**

There was no update to report.

14. **Pupil Premium** (previously circulated)

There were no questions on the link governor report.

15. **Behaviour and Attendance** (previously circulated)

The link governor had met with the Deputy Headteacher and explained that there had been a strategic change to how attendance is addressed and lots of strategies put in place but ten weeks in the impact and improved results are not being seen.

Challenge: A governor asked how long the new strategy should be given to deliver improvements before changes are made. The Headteacher explained that he is not sure what other strategies could be used given the limited funding / resources. The students who are of greatest concern have got used to not coming into school over a significant period of time through the pandemic and it is difficult to break this cycle. Engagement with families takes time and significant investment of work hours.

The Headteacher noted that feedback has been that Ofsted will not look at headline data but at what actions are being taken and individual case studies.

The Headteacher informed governors that the school is part of a Wellbeing in Mind School Team pilot along with Carr Junior.

Challenge: A governor asked the Headteacher to check the 21/22 KPI attendance weekly / cumulative data.

16. Health and Safety

The link governor met with the SBM WC 15th November and reviewed the health and safety reports.

17. Community

There was no update to report.

18. York High Families

There was no update to report.

19. Young Carers

There was no update to report.

20. Risk Record (previously circulated)

The Headteacher noted that external assessment (Ofsted) and pupil numbers are the greatest risks.

Governors had no suggested amendments / additions.

21. School Policies

Careers Programme (previously circulated)

Resolution: Governors approved the Careers Programme.

Anti-Bullying Policy (previously circulated)

Challenge: A governor asked how the policy is delivered to the students. The Headteacher explained that it was launched with the pupils through assemblies and there are posters with a QR code to report incidents. Pupil voice on bullying also provided the suggestion to have an e mail address for students to communicate to.

Resolution: Governors approved the Anti-Bullying Policy.

Common Standards for Staff- dress code (previously circulated)

Resolution: Governors approved the Common Standards for Staff – dress code Policy.

22. MAT Business

LGB Merger Consultation Response (previously circulated)

Included for information.

Merger Update (previously circulated)

There were no questions on the MAT update.

23. Any Other Business

Vaccinations

The Headteacher reported that a Covid vaccination process run by NIMBUS was held in school and there was a small group of anti Covid vaccination protestors who were given the opportunity to have a conversation with the Headteacher.

24. Future Meeting Dates

19th January 2022

7th March 2022

4th May 2022

20th June 2022

7th July 2022

The meeting closed at 8.15pm.

Approved at LGB on 19th January 2022

Ms N Mitchell - Chair

Date

ACTION POINTS
From the meeting of the Local Governing Body held on 24th November 2021

	<u>ACTION</u>	<u>ITEM</u>	<u>WHO</u>	<u>WHEN</u>
1.	Cllr Waller to arrange for someone to talk to governors about County Lines.	6 (14.09.21)	Cllr Waller	Autumn term
2.	Governors to investigate developing an alumni information page / platform.	17 (20.10.21)	Governors	Jan 2021
3.	Governors to take a decision at the next meeting on whether to continue York High Families.	18 (20.10.21)	Governors	Jan 2021
4.	Chair to arrange the Headteacher Performance Management.	3	Chair	Dec 2021
5.	Vice Chair to draft an LGB self-review for governor input.	4	Rosemary Swords	Dec 2021
6.	Mr Savage to schedule an Ofsted working group meeting to review the mock Ofsted inspection feedback.	5	Ian Savage	Dec 2021
7.	Headteacher to provide the mock Ofsted visit feedback to Mr Savage.	5	Headteacher	Dec 2021

January Agenda Items

PPE Outcomes