

## York High School Governing Body

### Minutes of the meeting of the Full Governing Body held on Wednesday 19<sup>th</sup> January 2022 at 6pm held at the school

<b><u>Present:</u></b>	Rod Sims (Headteacher)	Rosemary Swords (Vice Chair)
	Nicki Mitchell (Chair)	Richard Lavell
	Andrew Waller	Angie Leatt
	Clare Higgins McGarry	Amanda Crouch

**In Attendance** Sophie Triffitt (Clerk)

#### Action

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

The Chair welcomed everyone to the meeting.

Apologies were received and accepted for Jackie Johnson and Andy Pope. Ian Savage was not present at the meeting.

#### 2. **Minutes of Previous Meeting held on 24<sup>th</sup> November 2021** (previously circulated)

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

It was noted that Amanda Crouch was not in attendance due to not receiving the pack.

#### 3. **Matters Arising and Action Plan**

**Action 1:** The Headteacher confirmed that a police representative will attend the next meeting. Governors asked for the session to give an overview of the drug situation in the area, understanding of the type of children most vulnerable / at risk, risk factors for YHS students in being drawn into criminal activity such as county lines / child sexual exploitation and issues in the local area.

**Action 2:** The Governing body decided that after suggesting that this was a task that they would assist with that they did not have the capacity and therefore were requesting that the task was done by the school staff. The Headteacher explained that given the current pressures there is little capacity in school to drive forward alumni work. A governor suggested starting the conversation with the current Year 11 cohort for future planning. Mr Lavell agreed to draft an initial communication for successful past students to contact the school.

**Action 3:** York High Families is an agenda item.

**Action 4:** The Headteacher Performance Management took place.

**Action 5:** The self-review was drafted and will be circulated to governors.

**Action 6:** The Chair to speak with Mr Savage about driving forward the Ofsted working group.

**Action 7:** The mock Ofsted visit feedback was provided to Mr Savage

#### 4. **Covid Update**

The Headteacher reported that there were significant staffing issues before Christmas, currently there are two staff members off with Covid. The pastoral team and STAR Centre have had absences and there is a significant impact when specialised staff are off.

Lots of masks are given out each day but exemption requests for masks are not challenged.

There is a significant challenge around behaviour and it is not easy to communicate, deescalate and build relationships when wearing masks. The second lockdown took deregulated children and made them more deregulated, school feels optional to some and attendance is at 87% which is slightly above national average.

**Challenge:** In response to a governor the Headteacher confirmed the school have enough lateral flow tests.

#### 5. **Governing Body Matters**

##### LGB Self Review

**Action:** Self Review draft to be circulated.

Chair

##### Staff Governor Election due to end of term

**Action:** Clerk to send the Headteacher and PA the governor election policy.

Clerk

#### 6. **Ofsted Preparation / Questions**

The Headteacher shared a School on a Page document and asked governors to familiarise themselves with the content.

**Action:** Headteacher to include an SEN section to the school on a page and circulate an electronic copy. Headteacher

The Headteacher highlighted that 52% of children live in the bottom three Ldaci deprivation categories.

#### 7. **KPI Report** (previously circulated)

The Headteacher highlighted that at 87.2% attendance is just above national but noted that where there wasn't as great a commitment to education there is an erosion of attendance. There is a group of children who do not attend at all, five who do not attend due to SEN and 42 children with below 50% attendance.

**Challenge:** In response to a governor the Headteacher confirmed that no children did not return due to Covid safety concerns.

**Challenge:** A governor noted that the Children's Commissioner has talked about a high number of children not enrolled in school anywhere and classed as missing children and there will be work to do within local authorities to locate these children.

**Challenge:** A governor noted the particular issues about Pupil Premium and Year 11 attendance. The Headteacher explained that it is the standard pattern but good results need to be delivered from 83% attendance.

**Challenge:** A governor asked for the KPI report to include the school week.

The Headteacher informed governors that the next round of non-negotiables is underway.

**Challenge:** A governor asked for an update on the Curriculum development. The Headteacher explained that middle leaders have been given an option of what curriculum quality assurance is done but SLT retains the scrutiny. A SENCO interview and case studies review is scheduled.

#### 8. **Standards**

##### **Year 11 PPE Data**

The Headteacher explained that the Year 11 outcomes and Progress 8 estimates are not secure given the attendance and amount of missed school. There is a particular issue with Year 11 boys who have a similar profile (attendance and pupil premium) to the -0.93 P8 cohort. There is also an issue with drugs and bordering criminality behaviour.

The Headteacher gave a subject summary:

Maths - on track

English 4+ - 6% short of FFT50 target

History - strong

Geography - below

DT – is lower as expected given Covid impact on the subject

Physics – on track

Biology – on track

Chemistry – below and is where there was a gap in teaching

Computing – below

Work is being done on predictions and working at grades utilising PiXL.

SLT interventions are focused on Year 11 Pupil Premium boys with low attendance, and the next round will focus on boundary jumpers.

**Challenge:** A governor noted that the proportion of the total cohort slipping to persistent absence is concerning and displays a general decline in the attitude to school.

**Challenge:** A governor asked about parent engagement for Year 11. The Headteacher explained that it varies case to case. The Headteacher gave an example of a Year 11 student who has not been in school and missed the routine causing them anxiety and now won't apply for a college course or a job which is supported by mum.

The Headteacher informed governors that York is working on city wide figures of York children who don't come to school at all and will share this when available.

**Challenge:** A governor asked if there are any city wide plans to push attendance and reset pre Covid expectations. The Headteacher explained that the city doesn't like to issue fixed penalty notices so school have to drive this forward. There is work planned to remind students of the school expectations.

The link governor is scheduling a link meeting.

**Challenge:** Governors asked for the new Assistant Headteacher to be invited to a future governing board meeting.

## **9. School Improvement Plan**

The Headteacher reported that the plan and actions have been reviewed and is negotiating school to school support through Pathfinder.

## **10 Teaching and Learning**

The Chair met with the Deputy Headteacher with a focus on the mock Ofsted and will submit a report.

## **11 Staffing Update**

The Headteacher summarised the number of staff changes:

- A long term absence being covered by a strong trainee teacher and looking to put an offer package together.
- 3 maternity leaves have cover in place
- The possibility of employing a cover supervisor is being investigated
- There is a new Head of Performing Arts who has had an excellent start
- School led tutors are working on reading age
- A Pupil Welfare Officer is in place
- An Attendance and Engagement Officer has been employed using recovery premium to target SEN attendance
- The Exam Officer has returned
- A resignation in the MFL department following a long term absence.

**Challenge:** A governor asked if there are plans to bring in more trainee teachers. The Headteacher confirmed not, they had been lucky with the circumstances of securing the strong trainee in Science.

## **12 Finance Update**

The Headteacher reported that the budget monitoring meeting is scheduled for 20<sup>th</sup> January and a key area of focus is staffing / supply budget as the annual supply budget has already been spent.

The SBM is working on the revised budget.

## **13 Child Protection and Safeguarding**

The Headteacher confirmed that the Child Protection refresher training should be done annually with the main module every three years. The FGM and Prevent training should be done every three years.

**Action:** Headteacher to review governor training and invite governors to attend a training session before the next meeting. Headteacher

## **14 Special Needs**

The link governor had scheduled a meeting to visit the STAR Centre and discuss the Ofsted review.

The Headteacher informed governors that funding for the second year of the STAR Centre had been secured on the basis of progress made so far.

## **15 Pupil Premium (previously circulated)**

There were no questions on the strategy statement.

## **16 Behaviour and Attendance (previously circulated)**

Link governor report circulated. The link governor reported that the number of exclusions and detentions are higher than last year but the benefits seen in the classroom is due to the implementation of Positive Behaviour which relies on these sanctions in addition to the positive elements.

The Headteacher informed governors that there is one member of staff in Internal Exclusion compared to the higher previous numbers and managing with just a single person in there is difficult.

## **17 Health and Safety (previously circulated)**

There were no questions on the action plan. The link governor had met with the SBM to review the actions.

## **18 Community**

The link governor had met with the Headteacher.

The Headteacher informed governors that he had been approached with a community based project who have £30-40k funding from the University of Southampton via a professor at the University of Toronto for a Youth Justice led project to work with children on the edge of criminality (known to police but with no convictions yet) in the Westfield area.

The link governor made governors aware that the CYC apprenticeship evening is being held at YHS.

## **19 York High Families**

It was agreed for Amanda Crouch to continue with York High Families with the support of a non-governor volunteer and to start with the Year 7 cohort in September 2022.

A governor noted that a DBS check will need to be done for the volunteer.

**20 Young Carers**

It was agreed that this was covered within the SEN link governor role and to remove as a standing item.

**21 School Policies**

**Review of Policies** (previously circulated)

**Action:** Chair to ask Mr Pope to undertake a policy review with the SBM to ensure the right policies are in place and are up to date.

Chair / Andy Pope

**E-Safety Policy** (previously circulated)

**Challenge:** A governor asked if when the document refers to internet it includes personal internet access outside of school Wi-Fi on personal devices. The Headteacher explained that school Chromebooks have filters and firewalls so inappropriate material should not be accessible. There are a series of blocked files through the school internet and students shouldn't be using their own phone in school. On review governors agreed this was covered in the pupil and visitor acceptable use appendix.

**Resolution:** Governors approved the E-Safety Policy.

**BTEC Assessment Malpractice Policy** (previously circulated)

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**BTEC Appeals Policy** (previously circulated)

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**BTEC Blended Learning Policy** (previously circulated)

**Resolution:** Governors approved the BTEC Blended Learning Policy.

**BTEC Internal Verification Policy** (previously circulated)

**Resolution:** Governors approved the BTEC Internal Verification Policy.

**BTEC Registration and Certification Policy** (previously circulated)

**Resolution:** Governors approved the BTEC Registration and Certification Policy.

**22 MAT Business**

The Chair reported that following the decision not to merge CEO recruitment is underway.

**23 Any Other Business**

The Chair informed governors that Ms Leatt had decided to step down from the governor role.

**24 Future Meeting Dates**

7<sup>th</sup> March 2022

4<sup>th</sup> May 2022

20<sup>th</sup> June 2022

7<sup>th</sup> July 2022

The meeting closed at 8.15pm.

***Approved at LGB on 7 March 2022***

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Ms N Mitchell - Chair

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Date

<b><u>ACTION POINTS</u></b>				
<b><u>From the meeting of the Local Governing Body held on 19<sup>th</sup> January 2022</u></b>				
	<b><u>ACTION</u></b>	<b><u>ITEM</u></b>	<b><u>WHO</u></b>	<b><u>WHEN</u></b>
1.	Governors to investigate developing an alumni information page / platform. <i>19:01:22 - Mr Lavell agreed to draft an initial communication for successful past students to contact the school.</i>	17 (20.10.21)	Richard Lavell	Mar 2022
2.	Mr Savage to schedule an Ofsted working group meeting to review the mock Ofsted inspection feedback. <i>19:01:22 - Chair to speak with Mr Savage about driving forward the Ofsted working group.</i>	5 (24.11.21)	Ian Savage  Chair	Dec 2021
3.	Self-Review draft to be circulated.	5	Chair	Complete
4.	Send the Headteacher and PA the governor election policy.	5	Clerk	Complete
5.	Include an SEN section on the school on a page document and circulate an electronic copy.	6	Headteacher	Feb 2022
6.	Review governor training and invite governors to attend a training session before the next meeting	13	Headteacher	Feb 2022
7.	Chair to ask Mr Pope to undertake a policy review with the SBM to ensure the right policies are in place and are up to date.	21	Chair Mr Pope	Feb 2022

**March Agenda Items**

Police presentation

**Future Meeting**

Assistant Headteacher introduction