

## York High School Governing Body

### Minutes of the meeting of the Full Governing Body held on Monday 20<sup>th</sup> June 2022 at 6pm held at the school

**Present:** Rod Sims (Headteacher) Andy Pope  
Nicki Mitchell (Chair) Rosemary Swords  
Andrew Waller Richard Lavell

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

### Action

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

The Chair welcomed everyone to the meeting.

Governors were provided with their new governor lanyards and the Headteacher explained the new protocol.

Apologies were received and accepted for Amanda Crouch, Clare Higgins McGarry, Ian Savage and Jackie Johnson.

#### 2. **Peer on Peer Abuse** (tabled)

Victoria Burns, Deputy Headteacher, attended the meeting to update governors on peer on peer abuse which was a focus of the updates to Keeping Children Safe in Education. The recommendations were reviewed with the link governor and York High has a zero tolerance approach.

**Challenge:** A governor asked if students are clear on the definitions / vocabulary and where the boundaries are. The Deputy Headteacher confirmed that they are increasingly aware with the focus across school and as part of the November Anti-bullying Alliance Week the theme was around peer on peer abuse and included definitions.

A second survey is being undertaken and should provide an indication of the impact of strategies over the year, so far there have been 200 responses.

**Challenge:** In response to a governor the Deputy Headteacher confirmed that there had been circa ten Internal Exclusions in relation to this and no one student has been in twice linked to this behaviour.

**Challenge:** A governor asked if there had been any parent response. The Deputy Headteacher confirmed not and felt that there is a general acceptance. When it was launched parents were provided with the opportunity to speak with school but there was only one communication.

The Deputy Headteacher noted that the QR code reporting system was launched and provides the opportunity for anonymous reporting.

**Challenge:** A governor asked if any pupils have been resistant to the boundaries being drawn. The Deputy Headteacher confirmed not.

**Challenge:** A governor asked if the Behaviour Policy includes mobile phones. The Deputy Headteacher confirmed that mobile phones are referred to not being used or seen and features under the confiscation section.

The Deputy Headteacher left the meeting at 6.25pm.

#### 3. **Minutes of Previous Meeting held on 4<sup>th</sup> May 2022** (previously circulated)

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

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

**Action 1:** Ongoing

**Action 2:** Ongoing. The Headteacher noted that SLT have progressed the action in terms of collecting donations but with the school having gone over 30% Free School Meals this week this is an essential area to be progressed.

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

**Training Report** (previously circulated)

Governors discussed the training requirements and agreed to raise training at the MAT governance evening.

### **School E Mail and Google Drive**

Governors were set up with their school e mail addresses and access to Google Drive.

### **Cyber Security Training for Governors**

Governors completed the National Cyber Security Centre training.

**Challenge:** A governor asked who audits IT processes in school.

**Action:** The Headteacher took an action to confirm who audits IT processes in school.

HT

*Post meeting note: the Headteacher confirmed that there is external audit from Vital over broadband provision and Veritau who audit GDPR compliance. Most of the issues covered in the cyber security training are about staff training. Two factor authentication to gain access to the system is being investigated to increase protection against cyber security. Much of the work is now on Google Drive and protected through their security.*

**Challenge:** In response to a governor the Headteacher confirmed that in the absence of the lead IT technician business continuity would be retained through his colleague and Vital.

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

Covered as part of the peer on peer abuse update.

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

**Challenge:** A governor asked how attendance compared to the current national. The Headteacher confirmed that it is below the national average of 88%. Ofsted will look at graduated response and school can show interventions put in place. The Headteacher explained that where there were cracks in engagement these have grown due to the impact of the long period of time lost through Covid, there are a growing number of children who just say no.

**Challenge:** A governor noted that boys attendance is better than girls. The Headteacher explained that there are many girls refusing to engage.

**Challenge:** A governor asked if fines are issued for attendance. The Headteacher reported that the last round was for eight fines, circa two of which were paid.

**Challenge:** A governor asked if there was support from CYC with issuing and pursuing parent fines for lack of attendance. The Headteacher confirmed that they have been helpful when the school has pushed for fines but this can only be a small part of the strategy and currently school only fines for overall attendance not for holidays. There is a need to work with local primary schools to align practice.

**Challenge:** A governor noted that there were more red ratings on the work scrutiny findings for this round. The Headteacher explained that the last round was done by subject leaders, and this round had a greater level of rigour. Where there were actions these have been addressed and will be resolved before the next round.

**Challenge:** A governor asked if there will be another round of surveys. The Headteacher explained that he will conduct a staff survey before the end of term to feed into future planning, he may do a parent survey but will wait until next year to run a pupil survey as he was confident in the level and breadth of pupil voice from the previous surveys and range of pupil voice undertaken in school.

**Challenge:** A governor suggested a year on year comparison may provide a more useful data trend than termly.

### **8. Standards**

There was no update reported.

### **9. School Improvement Plan (circulated)**

The Headteacher shared the updated SIP and talked governors through the focus areas and actions.

There is work to do on increasing parent engagement across school including soft engagement and parents evening.

Quality teaching in the classroom is the primary focus for improving outcomes and learning for all. The curriculum and visits will be reviewed particularly in light of increasing pupils eligible for Free School Meals. Reading is a priority and improvement should deliver a significant impact across subjects, there is a need for a good Phonics programme and focus on pre teach for vocabulary / definitions within subject areas.

### **10. Teaching and Learning**

There was no update reported.

11. **Staffing Update**

The Headteacher reported that the school is fully staffed for teachers, there are some changes in admin, a need to appoint a Site Manager and recruit to a couple of Teaching Assistant vacancies.

Ms Evans is leaving at the end of term and Ms Harrison will run the STAR Centre for a year. Two Heads of House have been recruited externally.

12. **Finance Update**

**Start Budget** (previously circulated)

Recorded as a separate confidential minute.

**Resolution:** Governors approved the start budget for recommendation to the Trust.

13. **Child Protection and Safeguarding**

**Safeguarding Review Report**

**Action:** Report to be sent to the link governor.

DHT

14. **Special Needs**

There was no update reported.

15. **Pupil Premium**

There was no update reported.

16. **Behaviour and Attendance**

There was no update reported.

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

The link governor met with the SBM and governors had no questions on the circulated reports.

18. **Risk Record**

The Headteacher reported that in light of discussion at the meeting the risk record will be reviewed.

19. **Community**

The link governor had received an update from Energise and been informed of positive diversionary activities in the community to try and address antisocial behaviour that has a negative impact on the school and community.

20. **York High Families**

There was no update reported.

21. **School Policies**

**SEND Policy** (previously circulated)

**Resolution:** Governors approved the SEND Policy.

**SEND Report** (previously circulated)

**Resolution:** Governors agreed the SEND Report to be published.

**Medical Needs Policy**

Carried over to the next meeting.

22. **MAT Business**

A MAT governance evening was scheduled for 30<sup>th</sup> June 2022.

23. **Any Other Business**

**Awards Evening**

Governors were invited to the Awards Evening on Thursday 14<sup>th</sup> July 6pm to 7.15pm.

24. **Future Meeting Dates**

7<sup>th</sup> July 2022 – it was agreed to cancel the meeting.

The Headteacher had invited the CEO to attend an LGB meeting in the autumn term of 2022/23.

The meeting closed at 8.50pm.

***Approved at LGB on 13<sup>th</sup> September 2022***

\_\_\_\_\_  
Ms N Mitchell - Chair

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Date

**ACTION POINTS**  
**From the meeting of the Local Governing Body held on 20<sup>th</sup> June 2022**

	<b><u>ACTION</u></b>	<b><u>ITEM</u></b>	<b><u>WHO</u></b>	<b><u>WHEN</u></b>
1.	Governors to write up their link area journey since the last Ofsted.	6 (07.03.22)	Governors	Mar 2022
2.	Parent governors to engage parents to coordinate the running of a second hand uniform shop.	18 (07.03.22)	AC / CHM	May 2022
3.	Confirm who audits IT processes in school.	5	HT	Complete
4.	Safeguarding Review Report to be sent to the link governor.	13	DHT	June 2022

**Next Meeting Agenda Items**

Medical Needs Policy

**Future Meeting**