

## York High School

### Minutes of the meeting of the Local Governing Board held on Wednesday 1<sup>st</sup> February 2023 at 6pm held at the school

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

**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 Mr Savage.

#### 2. **Minutes of Previous Meeting held on 24<sup>th</sup> November 2022** (previously circulated)

Subject to clarification on the second challenge in agenda item 2 the minutes were agreed as an accurate record of the meeting and approved.

**Action:** Governors discussed the need for clarity on the layers of governance and the role of the LGB and the Chair took an action to request this clarity at the Governance Evening and request that the agenda and papers are shared beforehand.

Chair

#### **Confidential Minutes of 24<sup>th</sup> November 2022**

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

Cllr Waller recorded that Martin Kelly, Corporate Director, Children and Education, took the decision on the PAN changes at the Local Authority due to the conflict of interest.

#### **Matters Arising and Action Plan**

**Action 1:** Mrs Crouch confirmed that she had completed the Cyber Security training.

**Action 2:** The Headteacher shared the School Improvement Plan, and it was agreed for link governors to review their aligned area as part of the governor link visits.

**Action 3:** The Headteacher and Chair met with three potential governors who are parents and have experience in health research, digital learning and York Learning and invited them as attendees to the 7<sup>th</sup> March 2023 meeting.

**Action 4:** It was agreed to close the action.

**Action 5:** The skills audit was included on the agenda.

**Action 6:** The Chair and Vice Chair had completed the annual self-review for submission to the Trust.

#### 3. **Headteacher Report / Weekly Pulse**

The Headteacher informed governors of a planned absence for medical treatment noting that the Trust, particularly the CEO, had been very supportive. An external interim Head of School recruitment process had taken place and Amanda Fraser had accepted the role to start on 20<sup>th</sup> February 2023 to allow a week of handover and will stay beyond the Headteacher's return to provide some additional capacity towards the end of the summer term.

The Headteacher tabled the Pulse Reports for WC 5<sup>th</sup> December 2022 and WC 23<sup>rd</sup> January 2023.

Despite a slight increase attendance remains a significant issue. The School Improvement Partner has supported new systems and tightened procedures including first day calls for a solid foundation to build on. Attendance for Year 11 is a significant concern to outcomes.

The Headteacher explained the BRAG process which provides a detailed view of Year 11 predicted outcomes and interventions. The process is done in collaboration with the Heads of Maths, English and Science and Mr Walker for attendance. The Headteacher felt that the BRAG was a very useful process that provides a real focus and raising of aspirations.

The Headteacher explained that the larger SLT team, albeit with greater teaching time, has given the opportunity for more learning walks with 35 lessons per week seen at the start of term which has supported the pursuit of high standards and consistency.

**Challenge:** A governor noted that the Pulse reports that 15% of Year 11 are not expected to get a grade 4 or above in English and Maths. The Headteacher noted that 72.1% of Year 11 are expected to get a

grade 4 or better and explained the national context that 33% of Year 11 won't achieve a grade 4 in Maths or English.

**Challenge:** A governor noted that the amber / amber pupils are a key target group and asked for a summary of interventions / actions to assist those children. The Headteacher shared a summary of interventions with governors which included attendance plan, pastoral support, learning intervention through after school sessions, dreams to reality motivational speaker, mentoring, form time interventions and SLT mentoring,

The Maths department is intervening with 44 children including calls home to say keep up the good work or chasing attendance and any of these children in detentions are drafted to interventions.

**Challenge:** In response to a governor the Headteacher confirmed that parents are aware of target grades.

**Challenge:** A governor asked for information on the intervention structure. The Headteacher explained that the school are following Covey's Intervention Principles and the intervention groups are for six children, one hour a week for six weeks so it is clear to the student what they have learned and how it had impacted their mark.

**Challenge:** A governor asked if there were any interventions the Headteacher would like to make but can't access the student to do that. The Headteacher confirmed not as yet and informed governors that core PE has been removed for some children to put English and Maths intervention in place.

Mr Pope suggested that if there were more challenging children needing to be connected with this could be done through the Judo, dance and bike maintenance sessions that are having a good impact.

4. **Risk Record** (previously circulated)  
Governors noted the risk record.

5. **School Improvement Plan**  
The School Improvement Plan was discussed as part of the actions update.

6. **Governing Body Matters**

#### **LGB Annual Statement and Impact Report**

The Chair and Vice Chair had completed the annual statement and impact report for submission to the Trust.

#### **Skills Audit** (previously circulated)

There were no questions or skills areas identified as part of the skills audit.

#### **Recruitment**

Rosemary Swords informed governors of her intention to resign at the end of the academic year.

**Resolution:** Cllr Waller agreed to take on the Pupil Premium link governor role.

Governors noted the need to review the link roles when new governors are appointed.

#### **Governor Visits and Training**

Pupil Premium, Safeguarding and Behaviour and Attendance link reports were included on the agenda.

**Action:** Amanda Crouch to complete Safer Recruitment Training on Educare.

**Amanda  
Crouch**

#### **Term of Office**

**Resolution:** Ian Savage was re-appointed as a general governor for a term of four years.

**Action:** Governors to e mail a head shot photo to Dawn Becton for governor badges.

**Govs**

7. **Teaching and Learning**

The link governor had made two visits with reports to follow and had a meeting scheduled with Ms Jackson on 2<sup>nd</sup> February 2023.

8. **Standards**

There was no update to report.

9. **Child Protection and Safeguarding**

#### **Governor Visit Report** (previously circulated)

The link governor noted that the lack of external support when a referral is made is still a concern. Cllr Waller reported that the health and wellbeing board will be reviewing assessment procedures.

## 10. Attendance and Behaviour

### Governor Visit Report (previously circulated)

The link governor met with the Deputy Headteacher who seemed positive about the Headteacher's decision to have split focus on attendance and behaviour, the support of the Trust and the school improvement partner work on attendance. The Headteacher reported a slight uplift in attendance when normally at this time of year there would be a decline but there does need to be more of a culture of attendance.

## 11. Special Needs

The link governor had met with the staff lead and discussed the number of children on the SEN Register and Support Plans. The link governor had noted surprise that there was only one child with a physical disability.

Attendance for SEND students was low with anxiety affecting a number of children.

Support in place includes Acorns, Inclusion 1, Teaching Assistants, pastoral support, breakfast club, building relationships with parents, Wellbeing in Mind and STAR Centre. It was noted that one Year 7 student refused the STAR Centre but most children are doing well.

Interventions for reading include a KS3 reading test three times per year. The Headteacher explained that the Accelerated Reader Quiz on a book read has been amended to needing full marks on the multiple-choice test to be assured that the students are reading the books. The Headteacher reported that 63million words have been read in school this year.

The link governor had completed training on Young Carers and Loneliness and reported that there are only eleven young carers registered but the staff lead feels there are more not yet identified. The link governor planned to meet with the young carers.

York High School children are attending the Foxwood Mobile Youth Club and the children requested separation with age groups.

## 12. Pupil Premium

### Governor Visit Report (previously circulated)

The link governor reported that interventions are in place and there is a need to identify all children who could be in receipt of Free School Meals. The link governor noted that there are many parents on the cusp who don't quite qualify.

**Challenge:** A governor suggested being clear on any communication that students in receipt of FSM can't be identified in the lunch hall.

The Headteacher reported that the school has 33.8% Free School Meal, which has increased from 20% pre covid and is significantly higher than national of circa 21/22%.

## 13. Health and Safety

The link governor reported that paperwork is up to date and actions are being addressed. It was agreed to remove health and safety as a standing agenda item, but the link governor would continue to meet with the SBM and report back to governors as required.

## 14. Staffing Update

The Headteacher informed governors of vacancies for a Head of IT and Head of Technology from Easter noting the difficulties in recruiting to mid-year appointments. There is also a 20 hour per week Caretaker vacancy.

## 15. Finance Update (previously circulated)

There were no questions on the monitoring report.

The Headteacher noted that the financial position had been ameliorated by the additional government funding and there was circa £25k funding for energy efficient updates.

## 16. Community

The link governor reported that there were a number of positive activities for young people locally and asked if the school had any details on where there were gaps to raise this.

GLL have been asked to prepare a report for the sports centre that can be shared to ensure oversight of that facility for the school needs.

The Westfield Project has a promotional video and have secured funding. The University of York had a positive meeting with the Residents Association and the only concern is that particularly disruptive and violent youths would dominate the groups at Sanderson House. A lot of the hard core young people had been diverted so it is easier to focus on the individuals who need support. The Headteacher noted

that the University of York want to effect real social change and are approaching it in the right way through partnership with the community.

Yorkshire Philosophical Society want to work with the school to encourage an interest in Science.

**17. York High Families**

The link governor reported on the York High Families meetings.

October 2022 – the link governor met with eight Year 7 students of varying academic ability and two on the SEN Register. The students said they had settled well and made new friends. They were asked about attendance, stamps, detentions and the behaviour pyramid. They had all had positive feedback and by October five had comments and or a detention. Four had 100% attendance, three had been absent through illness and one visited family abroad. They had no bullying to report, and all liked their teachers and had specific subject likes.

December 2022 – the students were asked if there was anything they wanted to report, they all said they were happy and have friends. They discussed subjects, clubs and food banks. They were looking forward to Christmas, all said they would be getting a Christmas dinner, and none seemed worried or aware of any financial struggles in the family.

The link governor reported that the children make a really good group and interact well. Another meeting is planned for this term.

**18. School Policies**

**Science Health and Safety Policy** (previously circulated)

**Resolution:** Governors approved the Science Health and Safety Policy.

**Design Technology Health and Safety Policy** (previously circulated)

**Resolution:** Governors approved the Design Technology Health and Safety Policy.

**19. MAT Business**

There was no update to report.

**20. Any Other Business**

**Strike**

The Headteacher reported that all school employed NEU members informed the Headteacher of their plans to strike and the school was closed to Years 8, 9 and 10 who had generic English and Maths work set. Particularly vulnerable children were invited into school and were provided for in School Inclusion. Lessons were covered by SLT or Cover Supervisors and no groups needed collapsing in the hall.

There were circa 30 Year 11s who chose not to attend.

The Headteacher recorded concern about the impact of strikes on pupil attendance.

**21. Future Meeting Dates**

7<sup>th</sup> March 2023

4<sup>th</sup> May 2023

19<sup>th</sup> June 2023

11<sup>th</sup> July 2023

The meeting closed at 8pm.

***Approved at LGB on 7<sup>th</sup> March 2023***

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Approval

<b>ACTION POINTS</b>				
<b><u>From the meeting of the Local Governing Board held on 1<sup>st</sup> February 2023</u></b>				
	<b><u>ACTION</u></b>	<b><u>ITEM</u></b>	<b><u>WHO</u></b>	<b><u>WHEN</u></b>
1.	Ian Savage to complete Cyber Security Training.	5 (13.09.22)	Ian Savage	Sep 2022
2.	Chair to request clarity on the layers of governance and the role of the LGB at the Governance Evening and request that the agenda and papers are shared beforehand.	2	Chair	Feb 2023
3.	Complete Safer Recruitment training	6	Amanda Crouch	Feb 2023
4.	Governors to e mail a head shot photo to Dawn Becton for governor badges.	6	Governors	Feb 2023

**Next Meeting Agenda Items**

Potential governors to attend.

**Future Meeting**