

## York High School

### Minutes of the meeting of the Local Governing Board held on Tuesday 5<sup>th</sup> December 2023 at 6pm held at the school

**Present:** Andy Pope Val Roddis  
Richard Lavell Sarah Hammond  
Amanda Crouch Sally Gordon

**In Attendance** Steve Hardy (Assistant Headteacher, Curriculum Development), Katy Lawson (Assistant Headteacher, Raising Standards), Victoria Burns (Deputy Headteacher), Sophie Triffitt (Clerk)

#### Action

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

In the absence of the Chair Mr Pope chaired the meeting.

Apologies were received and accepted for the Headteacher, Nicki Mitchell, Ian Savage and Cllr Waller.

Governors recorded thanks to the Deputy Headteacher and Senior Leadership team for the work done in school in the absence of the Headteacher.

#### 2. **SLT Update**

##### **Curriculum Development – Steve Hardy**

The Assistant Headteacher (SH) introduced himself to governors and explained his responsibility was for whole school curriculum, curriculum area reviews, assessment and feedback and SLT link for English, Performing Arts and MFL.

The Assistant Headteacher (SH) explained that he had inherited a curriculum judged good by Ofsted with Ofsted Deep Dives in English, Maths, History and Geography. The curriculum is based on the national curriculum, enhanced by the RAS values and made bespoke for the York High community to meet the needs of the young people.

The Assistant Headteacher (SH) explained the enhanced RAS provision with each lesson trait highlighted with direct examples of learning taking place in that lesson. The York High Way and Behaviour Curriculum enhances the curriculum and provides direct teaching of behaviour skills and attitudes.

The South Bank MAT teaching model has been adopted and is based on the York High teaching model and the Assistant Headteacher for Teaching & Learning supports colleagues to ensure they have the pedagogical skills to deliver that.

Some KS4 qualifications and providers were reviewed with the decision taken to continue with or change provider.

Enhancing the curriculum around revision, assessment and feedback has been an area of focus. This includes monitoring of books and folders to ensure standards are maintained and improved. A focus need on peer assessment was identified and CPD delivered. Follow up scrutiny reported a quarter increase in the amount of peer assessment.

**Challenge: A governor asked what the reason was for lower use of peer assessment.** The Assistant Headteacher (SH) explained that peer assessment is a hard element to deliver effectively and there were a number of new colleagues. Getting pupils to trust each other and give and accept valuable feedback is a skill that needs to be refined. The next step is to ensure the process is adding value.

The Assistant Headteacher (SH) explained the Curriculum Area Review process, which supports preparation for subject leaders for the next Ofsted. These had taken place for PE, Pupil Premium, IT and DT. Health and Social Care and Child Development were the next areas for review. The CAR is a weeklong process which includes a review of lessons, curriculum, books, pupil voice, staff interview and leader interview which replicates an Ofsted deep dive. The Assistant Headteacher (SH) shared an example of a CAR dashboard and noted that IT and DT are the subjects of greatest focus due to new colleagues in those departments. There is a full programme for the year with two CARs done each half term. The Director of School Improvement also does deep dives across MAT which involves a day in York High. Each subject will get two deep dives per academic year.

**Challenge: A governor asked how staff respond to the process and if the process adds stress.** The Assistant Headteacher (SH) felt that colleagues have a good understanding of where their curriculum fits and in addition to the challenge of the process it is supportive particularly for newer colleagues who have inherited a red or amber curriculum area. The Assistant Headteacher (SH) assured

governors that the process is bespoke to the subject and member of staff to reduce the potential for stress.

**Challenge: A governor asked if the aim of the CAR process was to prepare staff and make them more comfortable with the Ofsted process.** The Assistant Headteacher (SH) confirmed that it was a rigorous process that would prepare staff and support them in being ready for Ofsted. The Assistant Headteacher (KL) added that the curriculum is the foundation for delivering education for children and getting them strong outcomes, so it was fundamental to have curriculum rigour, irrespective of Ofsted, to move the school forward.

#### **KS4 Outcomes – Katy Lawson**

The Assistant Headteacher (KL) introduced herself to governors and presented the 2023 outcomes.

Validated P8 data:

P8 -0.52

A8 3+ (37.0)

Basics 5+ E&M 29%

Basics 4+ E&M 48%

PP P8 -0.96

Non-PP P8 -0.31

The Assistant Headteacher (KL) reported that the disadvantaged cohort progress was low but is reporting better than national. The disadvantaged gap has widened nationally, particularly outside of London.

The Assistant Headteacher (KL) explained that there is confidence that the curriculum and teaching and learning are fit for purpose and analysis by attendance suggested the impact of attendance has been significant and attendance will be a key area of focus.

The Assistant Headteacher (KL) reported that the female cohort outperformed males and boys were not engaging with the English curriculum in the same way as Science and Maths. The higher ability students made the least progress and there is a need to grow the number of students getting the very top grades.

The Assistant Headteacher (KL) noted last years Year 11 were the highest ability cohort the school had and will have for a number of years.

The Assistant Headteacher (KL) reported that subject prediction accuracy was identified as an area of need (noting the caveat that it was a difficult year for predictions given the lack of trends due to Covid) and this was an important area to get right as they inform intervention focus.

**Challenge: A governor asked if there was a difference in accuracy of working at and predictions.** The Assistant Headteacher (KL) explained that 'working at' data is informed by internally marked work / tests by teachers using the 2023 grade boundaries and materials and there is a lot of experience in the school with colleagues who work for exam boards, so this expertise needs to be brought to every subject. There is a process to quality assure, moderate and standardise and SLT are aware of areas of weakness and strength. Analysis of mock exam data has been done and guidance provided around predictions.

**Challenge: A governor asked if there were other schools in the MAT or city that have a similar discrepancy with predictions.** The Assistant Headteacher (KL) explained that predictions is internal data and there are some subjects that find is easier such as those with small answer / right or wrong questions but beyond that it becomes more challenging.

The Deputy Headteacher provided governors with an example of a student who was predicted to achieve at least a grade 7 in English based on mock exams but got a grade 3. After recalling papers, it was clear that circa six boys didn't apply themselves in the exam possibly as a response to behaviour sanctions they received which meant they were not allowed to attend prom and the leaving assembly.

The Assistant Headteacher (KL) reported that subjects of strength for predictions are Maths, Physics, Art, Health & Social Care, Child Development, Religious Studies. Priority subjects are English, Combined Science, Computer Science and the third bucket subjects (Music, DT, Sport). The third bucket impacted P8 the most.

**Challenge: A governor questioned if difficulties in predicting for the third bucket subjects was impacted by students having so little time, if any, in that subject at KS2 and their KS3/4 time in those subjects is much lower than other subjects.** The Assistant Headteacher (KL) explained that the progress prediction algorithm is based on English and Maths from KS2 SATs.

**Challenge: A governor noted that the Pupil Premium / lower ability students may be more drawn to the third bucket subjects due to a different approach to learning in many of those subjects.** The Deputy Headteacher informed governors that pathways are being looked at in the Trust.

**Challenge: A governor noted the significant number of interventions and asked how pupil buy in and impact are assessed.** The Assistant Headteacher (KL) explained that engagement is linked to prom attendance. Historically Maths is well attended, Science is well attended at the higher ability end, and English struggle to get disengaged boys to attend. There is a lot of parental contact about intervention attendance.

**Challenge: A governor asked if there is any work done to understand why students aren't attending interventions.** The Assistant Headteacher (KL) explained that she would usually speak to a student who had not attended and often the response is that they don't need X subject and have low aspiration. There is a need to get students to care about every subject.

A parent provided anecdotal feedback that interventions and how they are delivered at York High are above what is happening across the city.

The Assistant Headteacher (KL) highlighted the 40% overall Pupil Premium noting that Year 7 is only 10%.

Both Assistant Headteachers left the meeting at 7pm.

3. **Minutes of Previous Meeting held on 11<sup>th</sup> July 2023** (previously circulated)

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

**Matters Arising and Action Plan**

**Action 1:** It was confirmed that Ian Savage had completed the Cyber Security training. It was noted that this was an annual requirement for all governors.

**Action 2:** Governor headshots were provided to school.

**Action 3:** The action remained ongoing.

**Action 4:** The action was carried forward.

4. **Headteacher Report / Weekly Pulse** (tabled)

The Deputy Headteacher presented the weekly pulse headlines.

**Attendance**

The Deputy Headteacher explained that York High attendance usually tracks 4% below national and is currently at 86.3% week ending 1<sup>st</sup> December 2023 (+1.5% up on previous year).

There was some pupil movement in week 6 (week ending 13<sup>th</sup> October 2023) which positively impacted attendance data.

Disadvantaged attendance reported +1% on previous year for week ending 1<sup>st</sup> December 2023.

There are 5% more children on 100% attendance compared to the same period last year.

The Deputy Headteacher reported significant support from the Trust around attendance with the School Improvement Partner providing clear strategic direction.

The Deputy Headteacher explained the strategy for every member of staff at York High School to make weekly attendance phone calls to 250 families and form tutors provide attendance slips to pupils so they can clearly see their attendance and what they need to do to get above 90%.

Capacity has been added to the attendance team with two attendance support workers.

**Behaviour**

The Deputy Headteacher explained that there had been strategic thinking around behaviour and changes were made to the Internal Exclusion philosophy (70% of students who went into isolation used to fail and progress to a suspension as they couldn't meet the expectation of that room). There has been a personnel change and the provision changed to Reflection which has had a positive impact and suspensions have decreased significantly (15 suspensions in week 12 compared to 83 in week two). Behaviour standards are being maintained and lengthier suspensions used when necessary.

In response to a governor the Deputy Headteacher confirmed that suspensions impact attendance data.

**Challenge: A governor asked if parents challenge the use of suspensions or are generally supportive.** The Deputy Headteacher confirmed that there is regularly parental challenge to the use of suspension. Under the new approach if a student does not meet the expectation of Reflection there are layers of alternatives before utilising suspensions so there is a staggered approach with options of support, and it is a clear last option which is an easier message to deliver to parents. The Deputy

Headteacher confirmed that with the increased SLT lesson time there is always an SLT class available for children to be brought to sit in.

The Deputy Headteacher predicted that by week 18 an improved picture in data will be reported compared to the previous year.

#### Admissions

The Deputy Headteacher reported that the school is at capacity for Year 7 with an oversubscription waiting list in place. An admission appeal at West Offices which was successful for a Year 7 family currently placed at another school.

#### 5. School Improvement Plan

The Deputy Headteacher reported that the three key areas of focus are: attendance, behaviour and outcomes. The end of term review is under way and an update brought to the next meeting.

#### 6. Governing Body Matters

##### Chair / Vice Chair Appointment

**Resolution:** Governors unanimously appointed Nicki Mitchell as Chair of Governors.

**Resolution:** Governors unanimously appointed Andy Pope as Vice Chair.

##### Scheme of Delegation (previously circulated)

Governors noted the updated Scheme of Delegation.

##### Governor Visits

Link governor visit reports had been submitted for attendance, behaviour, standards and finance.

##### Governor Training (previously circulated)

The Vice Chair reminded governors to complete the required training.

#### 7. Teaching and Learning

Update reported as part of the SLT update.

#### 8. Standards

Update reported as part of the SLT update.

##### Link Report (previously circulated)

The link governor highlighted the frustration of staff at not being able to encourage a child to engage with their exam if they have their head on the table.

#### 9. Child Protection and Safeguarding (previously circulated)

The Deputy Headteacher presented the report to governors.

##### Child Protection Training for Governors

The Deputy Headteacher reminded governors of the Child Protection training expectations and asked governors to complete by the end of January 2024.

**Action:** Governors to complete Child Protection training.

Govs

#### 10. Attendance and Behaviour

Update was reported as part of the Headteacher update.

##### Link Report x 2 (previously circulated)

**Challenge: A governor asked if there had been an increase in attendance from the staff contact initiative that would demonstrate impact.** The Deputy Headteacher reported that 83 members of staff are making calls to 249 pupil's families. Pupils selected were at high risk of being persistently absent based on the end of 22/23 academic year data. 144 of those pupils at the end of week 8 were above 90% attendance.

#### 11. Special Needs

The Deputy Headteacher informed governors that the first SEND coffee afternoon will take place on Thursday 7<sup>th</sup> December 1.30pm-3pm and opened the invitation to governors.

#### 12. Pupil Premium (previously circulated)

The Deputy Headteacher presented the strategy statement noting focus on the importance of attendance and outcomes.

**13. Staffing Update**

The Deputy Headteacher reported that staffing was in a good place with some strong appointments made to start in January 2024 in PE, Food Technology and Science.

Appointments have been made for support staff roles for DT Technician, two Attendance Support Workers and an internal promotion for an Attendance Officer.

There are vacancies for a teacher of DT, Geography maternity cover and a TA.

**Challenge: A governor asked if there had been an increase in the calibre of applicants post Ofsted.** The Deputy Headteacher explained that it was dependent on the vacancy. There had been a strong field for the pastoral roles and attendance support workers.

Following the retirement of the School Counsellor a Teaching Assistant has been promoted and will be completing counsellor training.

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

The Deputy Headteacher reported that there were no concerns on the budget to report.

**Link Report** (previously circulated)

There were no questions on the link report.

**15. Community** (previously circulated)

The SBM had reported no issues with Energise.

**16. York High Families**

The link governor reported on a visit noting that some of the children were disengaged but have good attendance. The children voiced concerns about the health of the Headteacher. There was discussion about options for Year 9, their enjoyment of learning and post 16 aspirations.

The Deputy Headteacher recorded thanks to Mrs Crouch for procuring 15 food hampers for families in need in the York High community.

**17. School Policies**

**Resolution:** Governors approved the below policies:

Pupil Behaviour Policy (previously circulated)

Directed Time Policy (previously circulated)

Educational Visits Policy (previously circulated)

Educational Visits Emergency Procedure (previously circulated)

Emergency Evacuation Procedure Main School (previously circulated)

School Uniform Policy (previously circulated)

Design and Technology Health and Safety Policy (previously circulated)

Science Health and Safety Policy (previously circulated)

Careers Programme and Policy (previously circulated)

Allergens Policy (previously circulated)

Anti-bullying Policy (previously circulated)

Common Standards for Staff – dress code (previously circulated)

Emergency Evacuation Procedure – Inspire (previously circulated)

Pupil Attendance Policy Appendix (previously circulated)

**18. MAT Business**

There was no update to report.

**19. Any Other Business**

**Inspire:** The Deputy Headteacher reported that the Inspire provision is up and running. It had been limited on numbers due to the building works and being based in portacabins but now the building is ready nine places for KS3 have been confirmed from January 2024 and an additional place provided for KS4.

**20. Future Meeting Dates**

Thursday 8<sup>th</sup> February 2024 – 6pm

Tuesday 19<sup>th</sup> March 2024 – 6pm

Tuesday 7<sup>th</sup> May 2024 – 6pm

Thursday 11<sup>th</sup> July 2024 – 6pm

The meeting closed at 8pm.

***Approved at LGB on 8<sup>th</sup> February 2024***

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Approval

**ACTION POINTS**  
**From the meeting of the Local Governing Board held on 5<sup>th</sup> December 2023**

	<b><u>ACTION</u></b>	<b><u>ITEM</u></b>	<b><u>WHO</u></b>	<b><u>WHEN</u></b>
1.	Chair to complete Safer Recruitment training. (planned for 28 <sup>th</sup> September 2023)	6 (04.05.23)	Chair	Sep 2023
2.	Analyse the student mobility data and report any trends / areas for action to governors.	5 (11.07.23)	Headteacher	July 2023
3.	Governors to complete Child Protection in Education training.	9	Governors	Jan 2024

**Future meeting:**

Student Wellbeing Leaders  
SIP Plan update