



Governing Body

Thursday 14 December 2017

Minutes

Present: Philip Turnpenny (Chair), Martyn Sibley (Head), Jeremy Airey, Ria Hennessy, Karl Shields, David Gluck

In attendance: Maddy McClure (Head Girl), Siân Henderson (Clerk), Georgina Wright (parent governor elect), Liz Wilson (parent governor elect), Wendy Wilson (Deputy Head), Cayte Mulhern (Deputy Head)

1. Welcome and apologies for absence

The Chair welcomed everyone to the meeting, including new parent governors Liz Wilson and Georgina Wright, who will take up their roles formally once DBS clearance has been received. Apologies were received and accepted from Jess Ryan, Heather Smith, Jon Bliss, Mike Dunphy and Chris Burt.

It was noted that Sam Foster has not completed his DBS check, nor engaged with the school despite repeated attempts to contact him, and therefore it was agreed to consider the position as co-opted governor, offered to him, to be vacant. The clerk will write to him accordingly.

2. Confidentiality and declarations of interest

Governors were reminded of the confidential nature of discussion at meetings. No declarations of interest in items for discussion were made.

3. Minutes of the meetings held on 20 June and 9 October 2017

The minutes of both meetings were approved and signed by the Chair.

4. Matters arising

June minutes

- (i) Safeguarding training, Heather Smith, David Gluck, Sam Foster [minute 4i] – Heather Smith has completed the training; the link will be sent again to David Gluck. Liz Wilson and Georgina Wright will also complete the online course.
- (ii) Annual governance reports – Jeremy Airey [minute 4ii] – this is still to be completed and will be in place by February half term.

- (iii) Mental health support options [minute 4iv] – fundraising continues, and a long-term plan is in place to provide a sustainable service. The continuing support given by the Ogleshorpe and Dawson Foundation was warmly appreciated by governors.
- (iv) Clarification of terms in parent survey [minute 6xii] - the headteacher gave further information on the questions and response options
- (v) Peer review pilot focused on low prior attainment boys [minute 6viii] – this will be reissued by the headteacher
- (vi) Student recruitment into 6th Form [minute 6x] – this year’s successful strategy will be repeated
- (vii) Annual safeguarding report [minute 11] – all policies have review dates added and staff engagement with training/reading requirements is an ongoing process.
- (viii) Make-up discussion [minute 14] – meeting took place between students and governors at which students requested that the policy be applied from Year 7 upwards. This will be discussed further by the uniform group and reported to a future meeting.

October meeting

- (i) School uniform [minute 3] – the group has met twice; further information is being sought and the intention is to develop a uniform policy rather than a list of gender-specific uniform items. The Stonewall group has met with PE staff and changes have been made to sports clothing requirements. A survey of pupils will take place and a final proposal developed by March 2018. A draft questionnaire for students was circulated to governors who were asked to send comments to Ria Hennessy. A governor asked whether students had contributed to the draft questionnaire and it was confirmed that those involved with the proposal had made suggestions. Steps will be taken to ensure maximum engagement and a wider stakeholder questionnaire will follow a formal proposal from the governing body.

5. Noting of meetings held on 19 September and 29 November 2017

Two information and planning meetings for all governors took place earlier in the term

6. Headteacher's report

The following matters were reported and discussed:

- (i) Staffing changes – maternity leave cover continues to prove challenging
- (ii) Student tracking – a detailed report was circulated prior to the meeting noting actions taken in response to data findings. A governor noted that the tendency to underestimate progress at this point in the school year makes it more difficult to draw conclusions from the data without comparative information from previous years. The headteacher reported that the leadership team believes that accuracy will improve with more data, particularly for higher-achieving students, and that staff will be more confident in making

stronger predictions as the year progresses. Membership of PiXL will also improve predictions with access to more comprehensive data sets.

- (iii) Student attendance – report circulated. Years 12 and 13 data were included although accuracy is affected by the logistics of the sixth form timetable. Information management systems are being examined to improve recording of lesson attendance in sixth form. A governor asked whether school is confident that accurate information on students in the building is held from a safeguarding point of view and was reassured that this data is accurately recorded. Attendance for every cohort has improved from last year.
- (iv) Exclusions and internal sanctions – report circulated. A governor asked whether the main responsibility for governor scrutiny of this data lies with the full governing body or the School Development Committee. The headteacher responded that the main responsibility will continue to lie with the Committee for this year although this will be reviewed for 2018/19. The preponderance of boys in the data was noted. A governor asked for an explanation of the new sanction pathway and this was provided, noting that this new protocol was discussed in detail by the SDC.
- (v) Pupil Premium Strategy Statement – circulated. This has not yet been considered by the SDC but the governing body noted the comprehensive nature of the report.
- (vi) Catch-up Premium – report circulated. Excellent maths results were noted, with some issues in English around the reading intervention programme. This report will be reviewed by the SDC.
- (vii) Safeguarding – report circulated.
- (viii) Whole School Development Planning Priorities 2017-2018 – a planning meeting with governors took place on 29 November; the resulting priorities and implementation plans were circulated. Progress will be monitored by the SDC and reviewed at a full governing body meeting early in 2018/19.
- (ix) Governor interaction with school – the immersion morning scheduled for 6 December has been postponed until January.
- (x) Student numbers – presented by year group and gender.
- (xi) Parental engagement – parents' evening and workshop attendance report circulated. The low attendance for events relating to Year 13 was noted.
- (xii) Visits by school students
- (xiii) Approval of future visits
 - Year 13 visit to Paris, February 2018 – approved
- (xiv) Changes to Ofsted inspection protocol
- (xv) Policy approval

- Careers Policy – new policy approved by the governing body, with the replacement of personal names with roles. The strength of careers provision at TGS was noted.
- 16-18 Bursary Policy – updated October 2017, approved
- E-Safety Policy – updated October 2017, approved by SDC 7/11/17
- Use of Images Policy – reviewed November 2017, approved
- Software Licensing – reviewed November 2017, approved
- Educational Visits – reviewed November 2017, approved
- Restrictive Physical Intervention Policy – updated June 2017, approved by SDC 7/11/17

(xvi) Diary dates

7. Committee reports

All minutes of Resources and School Development Committees have been circulated.

(i) Resources

The Budget Management Policy, as amended and recommended by the Resources Committee, was approved by the governing body.

The Revised Budget was approved on the recommendation of the Resources Committee, noting the lack of variance from the Start Budget.

(ii) School Development

No questions were raised.

(iii) Headteacher's Performance Review

[The headteacher, head girl, and staff members left the meeting for this item]

The governing body approved the recommendation of the HPR group relating to the headteacher's salary in the light of performance related to agreed targets.

8. Academisation update

All governing bodies, bar one, have now passed a resolution to apply for academy conversion as part of the STAR Multi-Academy Trust. As agreed at the headteachers'/chair of governors' group meeting in September, the responsibility for overseeing the project has been delegated to a steering group composed of three headteachers and three chairs, which has been meeting weekly since half term. A project manager has been commissioned to facilitate the conversion process, to be paid for from conversion grants. The formal application has now been submitted to the Regional Schools Commissioner. Formal stakeholder consultation began on 13 December and will finish on 26 January, alongside a due diligence exercise for all prospective MAT schools. The steering group is preparing a list of potential members and trustees.

The Head and Chair of Governors have written to parents, on 17 November and 13 December, to update them. A governor consultation meeting is being held at Sherburn High School on 15 January at 6.30 pm and a meeting, primarily for parents/carers, will take place on 22 January at 6.30 pm at Tadcaster Methodist Church

A governor asked whether stakeholders understand their role in the process and the headteacher reported that standardised forms are being used, as recommended.

9. 6th Form

Nothing additional to report; this issue remains a standing item on the SDC agenda.

10. Chromebooks

A proposal will be brought to an additional Resources Committee meeting in January when the financial details have been given further consideration. The governing body agreed to delegate the final decision to this Committee as all governors are in favour of the proposal in principle.

11. Health and Safety

None

12. Correspondence

None

13. Any other business

(Additional) link governors:

Georgina Wright – Pupil Premium and Safeguarding

Ria Hennessy – Health and Safety

David Gluck – Careers

A Pupil Discipline Committee meeting will be held on 8 January to consider a permanent exclusion. Philip Turnpenny, David Gluck, and Liz Wilson will form the panel.

David Gluck continues to negotiate with Selby District Council concerning the all-weather pitch.

Governors were thanked by the Chair for their work this calendar year, and wished a happy Christmas.

14. Dates of future meetings

(Monday 22 January at 5 pm for additional Resources Committee meeting to consider Chromebooks and MASS)

28 March at 5.30 pm

25 April at 5.30 pm

27 June at 5.30 pm