Minutes of the Meeting of the Local Governing Board of Wolfreton

In the Conference Room on Monday 15 July 2024 at 17:00

GOVERNORS PRESENT:

Mr T Leech (Chair, TL), Miss S Kukuc (Headteacher, SK), Mrs M Morgan (MM), Mr A Paffley (AP), Mr S Walsh (SW)

ALSO IN ATTENDANCE:

Mr M Carruthers (MC), Mrs L Craxton (Clerk, LC), Miss L Hull (LH), Mrs J Perry (JP)

Throughout these minutes a question is indicated by Q followed by the initials of the questioner and a comment is marked by C.

63   WELCOME AND INTRODUCTIONS

TL welcomed everyone to the meeting

64   APOLOGIES

Apologies had been received from D Gath, E Papaglimis, C Petrariu and H Power

Resolved: That consent be given to the above-named governors

No apologies had been received from P Smith

ACTION: LC to follow up with P Smith with regards to his absence from the LGB

65   DECLARATIONS OF INTEREST

None declared for this meeting

66   MINUTES OF THE LAST MEETING

Slight amends were suggested

Resolved: After the amends were agreed, the minutes of the meeting on 22 April 2024 were declared a true record and are to be signed by the Chair, TL

Signed by the Chair:

Date: 1/10/24

67   MATTERS ARISING

ACTION: Governors to liaise with SK on themes they would like to see included in the HT Report **No feedback received, to be removed from the minutes**

ACTION: JOB to look into an extra column in the SDP indicating where the relevant information is in the SEF **SK to consider feedback in new format, to be removed from the minutes**

ACTION: LT to include group context data in the next performance report **Completed**

ACTION: LH to include summary of PP/SEND warnings in next attendance and behaviour report **See minute 69**

ACTION: Certificate in the Role of a School Governor: DG, MM, CP, HP and PS to complete before the half term **HP and PS yet to complete**

NEW ACTION: LC to contact HP and PS with regards to the completion of the Certificate in the Role of a School Governor module

ACTION: Annual Certificate in Data Protection & GDPR for Governors and Trustees for Secondary Schools & Academies (2023-2024): DG, MM, CP and PS to complete before the half term **PS yet to complete**

NEW ACTION: LC to contact PS with regards to the completion of the Annual Certificate in Data Protection & GDPR for Governors and Trustees for Secondary Schools & Academies (2023-2024) module

ACTION: Annual Certificate in Safeguarding for Governors and Trustees for Secondary Schools & Academies (2023-2024): CP to complete by the end of April **Completed**

68   HEADTEACHERS REPORT

Staffing
- Faculty Walkthrus have taken place
- Individual CPD includes, but is not limited to, exam board examiner training, first aid training, ECT and ITE mentor training

Recruitment
- WS is fully staffed across all subject areas for September 2024

SDP Progress – Strategies that have worked (brief overview)

Priority 1: Secure a strong culture and climate for learning and engagement in line with our Values – Continually raising our BAR: Behaviour • Attendance • Recognition
- Behaviour curriculum working well alongside PSHE curriculum
- Attendance/punctuality strategy on track
- Rewards and recognition strategy is working

Signed by the Chair:

Date: 1/10/24

Priority 2: Improve outcomes for all students through a consistently impactful curriculum, consistently impactful teaching and use of assessment and consistently impactful intervention
- Rushanje House has supported key students to stay in school
- Reading recovery strategy continues to evolve

Priority 3: Further develop a Personal Development offer that prioritises positive mental health and well-being support and provides a world class 'entitlement offer' and rich 'elective offer' providing opportunities to develop character and well-being
- Elective extra-curricular programme has expanded
- Construction of virtues and colours underway

Priority 4: Further improve outcomes and engagement post 16
- Consistency seen across subject areas with the implementation of the Trust Teaching and Learning Framework

Key Risks
- Although fully staffed with specialist teachers, recruitment remains the biggest risk
- Increased demand for SEND services, attendance and finances among other key risks

C: (SK) We are lucky to have a full complement of specialist teaching staff and continue to attract high quality candidates
Q: (TL) You say you are fully staffed but have RAG rated some areas orange in your report?
SK: They reflect the risk level nationally where recruitment is more challenging. We are not complacent and are keeping an eye on things
Q: (TB) At the beginning of the year we had quite a lot of supply teachers – are all of the vacancies filled now with full time teachers?
SK: Yes, all filled
Q: (TB) Is there many supply still on site?
SK: No, we only tend to use supply now for long term absence
Q: (TB) How are the TA staffing levels?
SK: We have one new support staff vacancy but fortunate we have long-term supply covering TA roles
Q: (MM) Is absence monitored internally? Is there a link between absence and substitute teachers?
SK: Absence is monitored in school and we have always supplied high quality cover for the students. We have supported some absence to enable growth in the extra-curricular activities

69   ATTENDANCE AND BEHAVIOUR

Attendance
- Overall attendance from 01/09/23 – 21/06/24 is 92.4% (national average is 91%)
- Boys slightly higher than girls at 92.3% and 92% respectively
- Year 10 lowest at 91.7%, Year 12 highest at 95.8%
- SEND Support 88.7%, SEND EHCP 87.6%
- PA at 21.1% (a decrease of 0.3%)
- 65 students in the '100% club' this year
- Badges awarded and 'skip the queue' introduced
- 'Perry Pens' well received!

Signed by the Chair:

Date: 1/10/24

Behaviour

- 409.5 days lost to suspensions involving 98 students
- Year 9 highest with 144 days lost (37 students)
- Year 7 lowest with 30 days lost (6 students)
- 12 suspended students double DA
- 3 permanent exclusions
- Over 1.3m house points awarded for good behaviour
- 84 000 negative comments given
- SEND have more positives but slightly more warnings
- 19% of SEND negatives are for lesson disruption and 9% for uniform breaches
- Positive student voice with regards to behaviour

C: (JP) Illness has reduced and unauthorised absence is below national at 2.84%. We are strict on illness. If we don't receive follow-up sick notes we log it as unauthorised

C: (JP) Daily home visits conducted by the Attendance Manager is making a huge impact

C: (MC) Improving attendance at this point in the year is incredibly hard, credit must go to Miss Anderson and the attendance team

Q: (MM) How do you deal with persistent non-attenders? Is it rewards based?

JP: We have a list of what we try to do to get them in but it becomes bespoke, the more we get to know them

Q: (TL) Are the PA figures student numbers or percentages?

JP: Percentages

C: (TL) It would be good to have the percentage sign

C: (AP) They seem really high

C: (LH) We are still looking at the impact of Covid

Q: (TL) What is classed as persistent absence?

JP: 90% or lower

C: (TL) When it comes to the badges, I've heard some do not want to wear them. They are anxious of what people think

C: (LH) The culture is changing, we want students to be proud of their achievements

C: (SK) We are looking at character education. Some are wanting to wear the pin badges, we are tying to create that culture of belonging

Q: (TL) Is there a further SEND breakdown available?

LH: At this point it's difficult to breakdown further, Power BI will allow for that

C: (LH) We can see the core trends generally and in year groups

C: (LH) We've seen an increase on Year 7 isolations and interventions are in place for next year. Further changes will be made, we will continue to drive this forward

Q: (MM) Why are there delays getting them into AP?

LH: We use The Hub mainly and there is no emergency provision throughout the year, the dates are set and we cannot apply outside of those windows

C: (SK) There is a well-documented lack of AP in the East Riding, the places just do not exist. Demand v capacity is unbalanced

Q: (MM) Can students who live in Hull use the Hull provisions?

LH: No, priority is given to students in Hull schools and their APs are also full

Q: (TL) You use Wild Interventions as a provider. They are not registered with Ofsted, how do you risk assess

MC: Dave Waterson (Trust DSL) does the initial risk assessment and then we go and see for ourselves. We benefit from his support

Q: (TL) How often do you visit once you have a student in there?

MC: Every half term

Signed by the Chair:

Date: 1/10/24

ACTION: JP to speak to JOB with regards to adding percentage signs in the PA tables

70   POLICY REVIEW A

70a   Attendance Policy

Concerns were raised with regards to the Absence section under point 4: PARENT INFORMATION. Governors felt it wasn't clear enough to be easily understood. JP to rewrite the section and send to governors for electronic approval

A flow chart detailing the process was suggested as an appendix. JP to consider

Subject to this change, the LGB were happy with this policy

ACTION: JP to reword the Absence section in point 4: PARENT INFORMATION and send to governors for electronic approval

JP left the meeting at 18:20

71   SAFEGUARDING

Academic year to date

- 9 children in need
- 10 LAC on roll
- 863 safeguarding concerns logged
- 35 Operation Encompass alerts received
- Mental health and wellbeing remains a concern
- 10 students open to Early Help
- SMASH, Tigers Trust and Bounce Forward providing external support
- 24 students moved to EHE (Elective Home Education)
- First module completed towards the rainbow flag award

Q: (MM) Do you carry out EHE checks?
MC: Not once they are off roll, we have no jurisdiction
Q: (MM) Are there any police checks?
MC: Any concerns would be passed on to the LA as part of the EHE and LAC are not permitted to EHE
C: (MM) I've heard a lot of chat with students regarding Reform and am concerned with racism, it could inflame hatred
C: (SK) This has been recognised nationally after the number of children who voted for Reform in mock elections. We have adapted the PSHE curriculum to address the issues
Q: (TL) What are your plans for mental health support next year, I see you'll no longer be using the Bounce Forward practitioner?
SK: There is no decision as yet, it will be dependent on funding
C: (MC) The Trust will be funding Tigers Trust and Thrive next year. This may decrease the need for the work Bounce Forward do. We are moving the provision rather than removing the provision

5

Signed by the Chair:

Date: 1/10/24

C: (MM) It might be worthwhile to look at local support, I can forward you the details of some providers

ACTION: Questions were raised regarding the staff training table. MC assured all training is up to date and will update the table to reflect biannual training

ACTION: MM to forward local mental health and educational support providers to SK

MC left the meeting at 18:40

72   LINK VISITS

No link visits have taken place

Governors suggested these be calendared in for the year at the September meeting once link governors have been agreed

ACTION: Link visit dates for 2024/2025 to be calendared in at the first meeting of the academic year once link governors have been agreed

73   POLICY REVIEW B

73b   Uniform Policy

The Uniform policy was tabled for approval

Resolved: The Uniform policy was approved

74   ANY OTHER URGENT BUSINESS

74i   Lockers (TL)

TL queried the availability of lockers in the new academic year. SK assured lockers would be available

LH left the meeting at 18:45

75   REVIEW OF LGB PERFORMANCE

The LGB engaged in discussions regarding their performance, strengths and weaknesses

Details are not to be recorded here but will be fed back to the Director of Governance for review

76   ACTION POINTS

76a ACTION: LC to follow up with P Smith with regards to his absence from the LGB **(minute 64)**

76b ACTION: LC to contact HP and PS with regards to the completion of the Certificate in the Role of a School Governor module **(minute 67)**

Signed by the Chair:

Date: 1/10/24

76c ACTION: LC to contact PS with regards to the completion of the Annual Certificate in Data Protection & GDPR for Governors and Trustees for Secondary Schools & Academies (2023-2024) module **(minute 67)**

76d ACTION: JP to speak to JOB with regards to adding percentage signs in the PA tables **(minute 69)**

76e ACTION: JP to reword the Absence section in point 4: PARENT INFORMATION and send to governors for electronic approval **(minute 70)**

76f ACTION: Questions were raised regarding the staff training table. MC assured all training is up to date and will update the table to reflect biannual training **(minute 71)**

76g ACTION: MM to forward local mental health and educational support providers to SK **(minute 71)**

76h ACTION: Link visit dates for 2024/2025 to be calendared in at the first meeting of the academic year once link governors have been agreed **(minute 72)**

Part A closed at 19:30 and SW left the meeting

Signed by the Chair:

Date: 1/10/24