

**Minutes of the Meeting of the Local Governing Board of Wolfreton
In the Conference Room on Wednesday 27 April 2022 at 17:00**

GOVERNORS PRESENT:

Mrs S Milner (Chairperson, SM), Mr A Bell (AB), Mr D Gath (DG), Miss S Kukuc (Headteacher, SK), Mr P Matthews (PM), Mr A Paffley (AP), Mr C Petrariu (CP), Miss H Power (HP), Mr R Whitlam (RW)

ALSO IN ATTENDANCE:

Mrs L Craxton (Clerk, LC), Mrs L Taylor (LT)

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

46 WELCOME AND INTRODUCTIONS

SM welcomed everyone to the meeting

47 APOLOGIES

Apologies had been received from Mr K Woodcock

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

48 DECLARATIONS OF INTEREST

None declared for this meeting

49 LGB MEMBERSHIP

SM announced her intention to step down from the LGB at the end of this academic year and noted the following:

- SM will be on hand in the Autumn term to support the new Chair
- Welcome to Andy Bell, new Trust-Appointed Governor
- AP reappointed as Staff Governor for a further 3 years
- Although not present, made mention to Andrew Richardson-Medd as the newly appointed Staff Governor. ARM will attend the June meeting
- This meeting to be the last for PM & RW. PM is retiring and RW is stepping down due to work commitments. SM thanked them both for their contributions to the LGB and wished them well for the future
- As RW was Vice-Chair, SM suggested AB be V-C for the remainder of this academic year
- KW to revert back to Parent Governor

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Signed by the Chair:



Date:

27/6/2022.

- Parent Governor vacancy to be advertised

Resolved: All governors approved AB's appointment as Vice-Chair

50 MINUTES OF THE LAST MEETING (06 December 2021)

Resolved: The minutes were confirmed as a correct record and are to be signed by the Chair, SM

51 MATTERS ARISING FROM THE MINUTES

ACTION: LC to follow up with RW regarding his absence from the LGB for the second time
Completed

ACTION: LC to follow up with RW for the return of completed PI & DC forms **Completed**

ACTION: L Warnett to look into the possibility of a supermarket food scheme for breakfast provision **Carried Forward**

ACTION: LC to send out latest version of Governors Visit Form **Completed**

ACTION: LC to rearrange school tour for CP and DG **Completed. DG & CP enjoyed a tour of the school prior to this meeting**

ACTION: LC to send out reminder to all governors that they can complete as many NGA Learning Link modules as they wish to advance their knowledge. The minimum each year is the Safeguarding module plus any other one **Ongoing**

52 HT STRATEGIC REPORT

52a Overall Effectiveness

- Assemblies have been focussing on future opportunities
- Middle leaders continue to review the curriculum, evaluate gaps and work with subject teams to assess
- Attendance remains a key focus with PA on the rise
- Diana Award and Duke of Edinburgh Award launched this term
- A number of staff have begun NPQ (National Professional Qualification) through Vantage Teaching School
- Tech subjects recovery sessions held over the Easter break

Q: (AB) How do you evaluate the identified gaps?

SK: It's an ongoing piece of work. Where possible, the curriculum has been re-sequenced to enable re-teaching of elements taught during lockdown. We have identified where the students were lacking knowledge and built it back into the curriculum. The Technology subjects posed a problem during lockdown as they cannot be taught remotely but we have quickly identified those gaps and are filling them

C: (AB) It's useful to see the national data. It's good that Wolfreton has good attendance and the behaviour is above national

C: (SK) Attendance is good and also above national but it's not where we want it to be. PA remains a concern as the students have developed 'out of school' habits. A temporary staff



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member is working on data capture for absence and this frees up the Attendance Officer to work more with families and children

Q: (DG) Were the D&T recovery sessions well attended by DA students?

SK: They were variable but better than anticipated

Q: (SM) 46 lesson reviews have been conducted so far. Is this lower than previous terms?

SK: It is lower but we have been conducting more informal lesson drop-ins

Q: (SM) Are Years 11 & 13 feeling resilient or concerned?

SK: They are managing well under the circumstances but it's also important to note that feeling anxious around exam time is normal in any circumstance

52b Quality of Education Summary

Curriculum

Guided Choices

- Year 9 students have been undergoing the Guided Choices Programme to select their KS4 courses
- All students study the core curriculum of English Literature, English Language, Maths, Science, RE, PSHE, PE & 1 Humanities plus 3 further choices from a wider selection
- Tutors and PSHE staff have supported with individual queries
- Individual discussions took place during Yr9 parents evening
- Lessons reviews have recommenced and 46 were completed in the second Autumn half term
- Teaching & Learning continues to be of a good standard overall
- Learning Walks have become more common place

Professional Development

- The 2021 CPDL programme is ongoing. Areas include:
 - Teaching to the Top
 - Retrieval Practice
 - Closing the Reading Gap
 - Sharing of Good Practice
- Feedback from the January training day was positive
- Reading strategy has 3 strands: reading for pleasure, reading for purpose and reading recovery

Standards

- From a cohort of 264, 133 are High Ability, 118 are Middle Ability & 12 are Lower Ability. 41 students (16%) are DA. There is no KS2 data for 1 student
- P8 is -0.04, dropped -0.1 since DT1
- A8 is 48.39, down by 1.02 since DT1
- 'Strong' BASICS 9-5 46%, up by 4% since DT1
- 'Standard' BASICS 9-4 68%, up by 2% since DT1
- EBacc entry is 60%
- The DA cohort remains below the national average with P8 internal gap at -0.37
- The ability on intake of DA (103.4) is lower than 'other' students (105.2)
- 29 students receiving SEN support, 6 with an EHCP & 5 are EAL
- Improving subjects include Combined Sciences. Causes for concern include Business



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Q: (SM) How are you supporting EBacc?

SK: We are doing what is right for the students, not the data tables. The entry number has come down but we have external support from Yipiyap and My Tutor in place to address this

LAC Update

- Currently 5 LAC on roll, all below targets

52c Behaviour & Attitudes Summary

- Attitude to learning in classrooms continues to be good
- Some students still feeling unsettled after lockdown, staff are working closely with them
- House points awards continue to increase
- Hot Chocolate Fridays and Film Nights still popular
- 926 Stage 4 isolations so far this academic year
- 7 FTEs in the Autumn term
- Suspensions remain below national at 4.24% (Nat 7.43% 2019/20)
- 1 student permanently excluded
- PA, although starting to reduce, is high across all cohorts. Attendance & Welfare Manager working with families who need the most support
- Attendance % shared weekly with students. This in turn creates a competitive culture to reduce absence in their groups

Q: (SM) Are you seeing any particular behaviour trends?

SK: We are below national but have seen a rise in FTEs. Causes include students struggling to settle back into the routine of a school day and returning to face-to-face learning. We also have delays with the LA and EHCP referrals

AB questioned what the data represented in the ATL tables and noted many acronyms used do not appear in the list. SK to include table key on all future reports and update the acronym list

ACTION: SK to provide key to data figures for Attitude to Learning reports going forward and update the acronym list

52d Personal Development Summary

- Students Yrs7-11 following a range of character development themes during PSHE. These include, but are not limited to Sex & Relationships, Choices, Staying Safe and Diversity & Tolerance
- Autumn term enrichment event highlights were the BBC Bitesize Careers Roadshow and Year 11 Careers Fair
- Yrs12&13 attended an Apprenticeship talk by ASK/Amazing Apprenticeships
- Careers provision continues to be strong with many visits undertaken last term
- Yrs10&11 work experience to get underway later in the summer term
- Tigers Trust, HeyMind, SMASH, Run With It & B Mindful continue to support student wellbeing

Signed by the Chair:



Date:

24/6/2022

- 21 different extra-curricular clubs have run over the year to date and these have been attended by 333 different students including 31 SEN & 23 PP
 - Students have competed in 108 sporting fixtures
 - 32 students attend orchestra including 6 SEN & 6 PP
 - 9* students subject to a Child Protection Plan
 - 13* subject to a Child in Need Plan
 - 366* students logging safeguarding concerns
 - 14* referrals made to EHaSH (Early Help & Safeguarding Hub) for advice
 - 7* full Child Protection referrals made to EHaSH
 - 31* Operation Encompass alerts received
- * cumulative figures*

52e Leadership & Management Summary

- Leaders and staff continue to work together to maintain the 3 key focus areas:
 - Embed strong leadership
 - Further develop teaching to the top
 - Improve reading outcomes for all students
- Partnership work has commenced with C Kennedy (former Ofsted inspector & external education consultant)
- Despite significant staffing challenges due to the pandemic, staff continue to go above and beyond for all students
- Students took part in the 2022 Make Your Mark & the UL Youth Parliament elections

52f Sixth Form Provision

- 109 & 89 on roll in Yr12 & 13 respectively including 28 DA, 12 SEND
- Progress:
 - A Level Yr12 0.07, Yr13 -0.25
 - Applied General Yr12 -0.04, Yr13 0.14
 - A Level (DA) Yr12 0.15, Yr13 -0.46
 - Applied General (DA) Yr12 -0.45, Yr13 0.03
- Curriculum adapted where necessary to address gaps in learning caused by periods of lockdown
- Faculty & subject leaders supporting students to prepare for exams
- Post-16 Steering Group continues to be a place of support and cross-Trust collaboration
- Gap between DA and non-DA stands at -0.08
- Gap between SEND and non-SEND stands at -0.42
- 5/10 subjects with lowest VA are taught offsite

Q: (SM) Are there any updates on the super curricula?

LT: We are in the phase of updating and transition. The Post-16 Steering Group has been a great addition and allows us to focus on cross-Trust marketing and the super-curricula programme. BEAMS & BEATS also feature

Q: (AP) What is the scope for delivering the offer cross-Trust?

LT: It is a work in progress as the blocking suggestion shared with Post-16 is not entirely possible. There is a lot of work to be done but it is looking positive



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C: (LT) Students have responded well in mock exams considering their last formal exam was Yr10. We have been talking through the basic exam routines

Q: (SM) Year 13 attendance seems low, why?

LT: We have 2 students who are carers and 1 off for medical reasons, this impacts the overall data

53 EDUCATION RECOVERY FUND

- £207 275 PP funding, £30 015 recovery funding, £25 110 School Led tutoring grant received this academic year and £28 772 carried forward from previous year
- Quality First Teaching continues with targeted support in Coaching, DEAR (Drop Everything & Read), Visualisers and development of the Teaching & Learning library
- Targeted academic support makes up for the majority of the funding
- Yipiyap tutors continue to deliver small group tuition
- Mindfulness sessions have proved very popular

54 SCHOOL DEVELOPMENT PLAN

This is due for review on 10 May. Updated version to be presented to governors at the next meeting

55 SELF EVALUATION SUMMARY

This document was presented to Ofsted during the recent visit and all areas continue to be judged 'good'

Q: (AP) Is there scope to develop the school play?

SK: We do have a vacancy for Head of Creative Arts but we have shortlisted from a very strong field. The Boy in the Striped Pyjamas is due to be presented to Yr8 as a test group

56 GOVERNOR LINK VISITS

DG & HP have both conducted link visits:

HP 14 January 2022 SENDCo meeting

DG 25 April 2022 PP visit

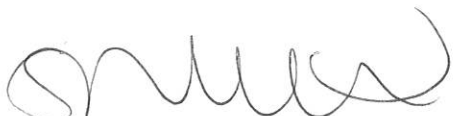
No concerns raised

57 GOVERNOR TRAINING & SUPPORT

Governors were reminded to complete at least one other NGA module of their choice before the end of the academic year

It was noted that from September 2022, The National College will cater for all training and learning needs

Signed by the Chair:



Date:

21/6/2022

To date, only 2 governors have completed the annual skills audit. LC to resend template

ACTION: LC to resend the skills audit template to all outstanding governors

58 ACADEMY RISK REGISTER

Training in the writing and interpretation of risk registers has been given to all Headteachers. The Risk Register will be reviewed by SLT and presented to governors at the next meeting.

Q: (AP) It is difficult to plan with rising energy costs. How are you going to incorporate that under Financial Responsibility?

SK: Hugo Santos (TCAT Procurement Officer) has negotiated a 6-moth deal to cap rising costs and discussions are ongoing at Trust level. Being part of a Trust is great help as we all benefit from negotiating the best deal

Q: (DG) Do the PCs have auto-shut down at night when not used?

SK: No but the lights automatically turn off when no movement is detected in all rooms, except this one. It's not the perfect solution, but it's a start

ACTION: SK to revise the RR and present to governors for discussion at the next LGB

59 AOB

None

60 DATE OF NEXT MEETING

Monday 27 June 2022, 17:00

61 ACTION POINTS

61a ACTION: L Warnett to look into the possibility of a supermarket food scheme for breakfast provision (**Minute 51**)

61b ACTION: LC to send out reminder to all governors that they can complete as many NGA Learning Link modules as they wish to advance their knowledge. The minimum each year is the Safeguarding module plus any other one (**minute 51**)

61c ACTION: SK to provide key to data figures for Attitude to Learning reports going forward and update the acronym list (**minute 52c**)

61d ACTION: LC to resend the skills audit template to all outstanding governors (**minute 57**)

61e ACTION: SK to revise the RR and present to governors for discussion at the next LGB (minute 58)

Part A finished at 18:38 & PM, AP & LT left the meeting

