

**Minutes of the Meeting of the Local Governing Board of Wolfreton
In the Conference Room on Monday 21 November 2022 at 17:00**

GOVERNORS PRESENT:

Mr A Bell (Chair, AB), Miss S Kukuc (Headteacher, SK), Mr T Leech (TL), Mrs M Morgan (MM), Mr A Paffley (AP), Ms H Power (HP), Mr A Richardson-Medd (ARM), Mr K Woodcock (KW)

ALSO IN ATTENDANCE:

Mr C Carruthers (for minute 11 MC), Mrs L Craxton (Clerk, LC), Mrs R Appleyard (RA), Mrs L Warnett (for minutes 1-11, LW)

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

01 WELCOME AND INTRODUCTIONS

AB welcomed everyone to the meeting

02 APOLOGIES

Apologies had been received from Mr D Gath, Mrs S Hamer and Mr C Petrariu

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

03 DECLARATIONS OF INTEREST

All governors have returned their completed pecuniary interest and data collection forms

04 LGB MEMBERSHIP

Due to personal reasons, S Hamer cannot fulfil the SEND Link role this year. T Leech kindly offered to take over the role

Resolved: T Leech to be SEND Link Governor for the remainder of this academic year

ACTION: LC to forward a completed SEND Link visit report form to TL as a reference

05 MINUTES OF THE LAST MEETING (10 October 2022)

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

06 MATTERS ARISING FROM THE MINUTES

Meeting & Date	Action	By whom	By when	Update
LGB, 10 October 2022	Minute 12b The full PP strategy to be presented at the next meeting	LW		See minute 9
	Minute 15 Governors to complete 'Certificate in Safeguarding for School Governor' before the next meeting & 'Certificate in the Role of a School Governor' soon after	All		Extended to the end of the Autumn term due to accessibility issues

07 HEADTEACHERS REPORT

SK extended her thanks to AB for attending the Remembrance Event

Highlights from the report include:

- The breadth and sequencing of the PSHE and Careers provision
- Extra-curricular activities going from strength to strength
- Face to face open and progress evenings
- Year 7s took part in the Yorkshire & Humber *Restart a Heart* event
- Prison Me No Way worked with Year 9s for a day
- Luke Campbell shared his story with years 7-10 as part of the BBC Share Your Story initiative
- Hot Chocolate Friday and Movie Nights still proving very popular
- Personal Development continues to be delivered through a combination of PSHE lessons, drop down days, tutor input and assemblies
- Academic Awards evening taking place on 24 November

Q: (AP) Are all extra-curricular activities done on a voluntary basis?

SK: Yes

Q: (AP) How do we promote it if voluntary? How do we get the staff on board and get the numbers up?

SK: It's written into the SDP and is a chance for growth for all as well as further growth for the subject area

C: (RA) Music is increasing swiftly so things are picking up

C: (SK) Yes they are picking up and we are always very grateful for the volunteers

Q: (HP) The range of extra-curricular activities offered is superb. Are you keeping an eye on growth?

RA: Yes and we are also looking at which students are signing up, not just the numbers

C: (AB) I'd like to take this opportunity to thank all governors who will be attending the awards evening this week. It sends a strong message that we fully support the staff and gives us a chance to self-reflect on our roles



30/1/23

08 PERFORMANCE DATA REPORT

SK noted WS is still waiting for the FFT (Fischer Family Trust) dashboard data to be published

Since the October LGB, a number of late results have been received. Level 2 & 3 summarised as follows:

Level 2 Grades		
Travel	5 students awarded a Level 2 Pass	Late results
	2 students awarded a Level 2 Distinction *	
English Language	3 students increased from a Grade 3 to a Grade 4	Remarks
	1 student increased from a Grade 4 to a Grade 5	
	1 student increased from a Grade 6 to a Grade 7	
Maths	2 students increased from a Grade 6 to a Grade 7	
PE	1 student increased from a Grade 6 to a Grade 7	
Science	1 student increased from Grades 34 to Grades 44	

Level 3 Grades		
Maths	1 student increased from a Grade B to a Grade A	Remarks
Sociology	1 student increased from a Grade C to a Grade B	

- DfE published school and college performance tables. P8 has decreased in most secondary schools nationally

Q: (ARM) Is the target setting at FFT for KS4 and KS5?

SK: Yes, and they will look across the country for a fair scope

09 SCHOOL DEVELOPMENT PLAN

The SDP has now been RAG rated. To recap, the priorities include:

- Securing and embedding excellence in teaching and learning
- Further embed evidence informed monitoring to impact outcomes of SEND, DA & boys
- The design of a world-class entitlement offer for personal development and character education
- Securing a consistently strong and impactful practice post-16

Q: (KW) What is the plan for the red areas moving forward?

SK: At our first extended SLT meeting last week we all agreed we had maybe been a little too ambitious with the timelines. Red does not mean it's not happening, just that there is not enough evidence to report at this early stage. I should be able to provide a full update at the next meeting in January

Q: (TL) Is it possible to break it down further into sections so we can see the building blocks that make up the bigger picture?

SK: Action Plans sit behind the SDP. The SDP is just the summary. If we were to include every action the document would be huge

C: (KW) Maybe a one or two line commentary could be added as and when necessary

Q: (TL) I see SEND scaffolding is red. What are you doing to help those teachers and learners?

RA: We are supporting them with monitoring and lesson reviews. These will allow us to see where more support is needed and where we can make further improvements. Online training is available plus a variety of other options

Q: (KW) What are the grey areas?

SK: The grey areas mean we haven't set a date as yet

Q: (KW) Are any red areas keeping you awake at night?

SK: At this point, no. Regular meetings take place and everybody knows what they have to do to keep moving forward. Absence may start showing a negative impact

Q: (TL) I see the percentage of SEND/lowest quintile students with improved reading ages is TBC?

SK: There is a delay in ART (Access Reading Tests) across all schools

Q: (TL) Can it not be compared to last year?

SK: Last year we did NGRT and the beginning and end. In September we used Quickstart and used that data. As a Trust, we invested in Reading@TCAT and part of that was choosing ART for reading assessment so we need to wait as we need to see movement within the same testing scenario

Q: (MM) Is reading partnered with homework?

SK: Not as such but we do have the DEAR programme where each year group read the same books and we have appointed a librarian who is busy rearranging the books into genres. The cannon is also underway

Q: (TL) Did the children have any input with choosing books for the cannon?

SK: Not directly but the English leads select them to be progressively ambitious after talking to the students. Their feedback forms the selection at the end of the day

Q: (ARM) In this digital age, is the library investing in any devices?

SK: Not at this moment in time

10 PUPIL PREMIUM STRATEGY

Detail	2021-22	2022-23	2023-24
Pupil premium funding allocation this academic year	£ 207,275 £ 199,410	£ 228,528	£
Recovery premium funding allocation this academic year	£ 30,015	£ 15,318	£
School Led Tutoring Grant	£ 25,110 £ 31,338	£ 36,936	£
Catch up Funding carried forward from previous years (enter £0 if not applicable)	£ 28,772	0	0
Pupil premium funding carried forward from previous years (enter £0 if not applicable)	£ 0	0	0
Total budget for this academic year	£ 291,172	£ 280,782	£
If your school is a school in a trust that pools this funding, state the amount available to your school this academic year	£ 289,535		

Q: (MM) I know of a lot of families who don't meet the threshold but are still struggling. Do you get those details to be able to help them?

LW: We don't get specific details but we step in and help when it's brought to our attention

Q: (MM) Do you promote the PP help available?

LW: Yes we do. A letter goes home to all families

Q: (MM) What about school uniform branding and availability?

SK: S Lazenby has contacted the blazer supplier and I believe we can get them slightly cheaper; I will confirm the price once I have more information. The majority of our uniform can now be non-branded by choice

ACTION: SK to feedback cost of school blazer as soon as confirmed

MC joined the meeting at 17:42

11 INCLUSION UPDATE

11.1 Safeguarding Update

- 1 child currently in a Category of Concern
- 8 children currently subject to a Child in Need Plan
- 5 Operation Encompass alerts received
- All staff attended the annual safeguarding training on the first day of term
- All staff up to date with PREVENT training
- 9 children currently LAC
- Overall attendance up 1.7% compared to this time last year but still not where it needs to be
- 21 students have received FTEs

Q: (TL) There is no LGBTQ+ bullying stats in this report and I know it was high last time, why no follow-up?

MC: This is a new template and a work in progress. We all feedback to L Thompson (Director of Governance) who takes our comments onboard to improve for the next meeting

Q: (HP) are the attendance figures impacted by the usual suspects or is there a wider issue?

MC: This data is pre-half term and we saw a lot of term-time holidays. All were denied permission but went anyway

Q: (TL) I see suspension have increased?

MC: This is due to a variety of reasons. We have raised standards, upgraded the Behaviour Policy and a number of Year 8s are still struggling to settle after 2 years of upheaval

Q: (MM) Is there restorative practice before and after suspensions?

MC: Yes

Q: (MM) When it comes to bullying, do you sit both parties down to talk it through?

MC: When possible, yes. Although, sometimes the animosity stops that from being an option

C: (SK) It's important to reflect suspensions are not done lightly. Suspensions do not take place after an isolated sanction and there is a large amount of pastoral support involved

C: (MM) With regards to the vacancies, if we as governors had sight of them sooner we could maybe reach further to try fill them

ACTION: LC to check with LT re missing LGBTQ+ & Homophobia bullying statistics for the next report

ACTION: LC to liaise with R Lane with regards to alerting governors of vacancies as and when they arise



30/1/23

11.2 SEND Update

- 38 students on an EHCP
- 110 receiving SEND support
- 148 on SEND register
- SEND TA recruitment remains challenging

Current interventions include, but are not limited to:

- Small group reading and spelling
- Homework support
- Speech and language lessons (via Mable)
- Maths Mates
- PSHE tailored lessons
- Break and lunch club for SEND
- Transition support

Q: (HP) SEN intake has increased. Is this due to the good reputation of WS or the larger need?

RA: A bit of both really but the need is greater than ever

C: (SK) The biggest challenge we face for SEND is TA recruitment and this is the picture nationally. We are constantly developing out TA learning and have really good agency staff in at the moment but we need our own. The salary range is set centrally and cannot be changed

Q: (MM) Is the salary based on minimum wage or living wage?

SK: I'm not sure, I will check and feedback

C: (AP) It always comes down to funding

C: (SK) The priority now is making sure SEND get all of the support they need

ACTION: SK to feedback to LGB re living wage or minimum wage for SEND TAs

MC & LW left the meeting at 18:18

12 SCHOOL RISK REGISTER

Failure to recruit remains the biggest risk

Q: (TL) How is the retention rate?

SK: The last academic year saw an unusually high number of staff leaving through retirement, promotion and staff leaving the profession altogether

Q: (AP) Is the trust giving flexibility to allow us to recruit as and when we need or do we have to follow a structure?

SK: We get a lot of support from HR for processes but we recruit as and when we need and support is given Trust wide

13 LINK VISITS

AB coverage dawdling governors have not arranged a visit yet for this term to do so soon as possible

HP to visit with Martin Carruthers next week. TL to arrange visit as soon as possible with R Harris, SENDCo



30/1/23

13 GOVERNOR TRAINING

The deadline for the completion of 'Certificate for Safeguarding for School Governors' has been extended to the end of this term due to technical issues when trying to access The National College

AB & LC thanked all governors who have completed the required training

ACTION: SH, MM, AP & CP are to complete 'Certificate for Safeguarding for School Governors' before the end of the Autumn term

ACTION: SH, MM, AP & CP to complete 'Certificate in the Role of a School Governor' before the end of the Autumn term

Pre-meets

AB explained that going forward it will be a Trust requirement to hold pre-meets. These can take place anytime before the meeting with just before proving the most popular. Governors would be expected to arrive 20-30 minutes early for an informal discussion to clear up any queries and allow the meetings to run smoothly

Resolved: Governors agreed meeting just prior to the LGB would be preferable

ACTION: AB to attend the Winifred Holtby Academy pre-meet on Monday 28 November to get a feel for what is expected and will feedback at the next meeting

14 DATE OF NEXT MEETING

Monday 30 January 2023, 17:00

15 ANY OTHER URGENT BUSINESS

15.1 School Uniform Policy (MM)

MM raised concerns over the perceived lack of inclusion in the school uniform policy. SK assured it has been updated and approved at an earlier meeting, prior to MM joining the LGB and that MM would be included in the next review as early as possible. After discussions, it was discovered that although the policy is gender neutral when it comes to certain items of uniform, once the link has been followed to the supplier site it still states 'boys' and 'girls'. SK agreed to chat to the supplier to see if anything could be changed

ACTION: SK to contact school uniform supplier regarding gender based uniform items

ACTION: MM to meet with S Lazenby as and when the Uniform Policy is ready for the review process

15.2 Presentations of Lower Achieving Subjects (TL)

TL queried the possibility of inviting staff into present on the lower achieving subjects. SK agreed this was a good idea and it works well.

SK noted the need to be mindful that it is not seen by those departments as being singled out but rather a chance to get an overview of the whole school and not just the more successful subject areas

ACTION: Subject Presentations Discussion to be an item on the next agenda

15.3 Transition (TL)

TL asked if SK had noticed any problems with transition seeing as last year's Y6s only had one day in school this year prior to joining as Yr7s in September

SK noted there were struggling to settle but from July 2023 transition will once more be a week long

16 ACTION POINTS

Meeting & Date	Action	By whom	By when	Update
21 November 2022	Minute 04 Governors to complete 'Certificate in Safeguarding for School Governor' before the next meeting & 'Certificate in the Role of a School Governor' soon after	See minute 13		Extended to the end of the Autumn term due to accessibility issues
	Minute 06 LC to forward a completed SEND Link visit report form to TL as a reference	LC	03/12/2022	
	Minute 10 SK to feedback cost of school blazer as soon as confirmed	SK		
	Minute 11.1 LC to check with LT re missing LGBTQ+ & Homophobia bullying statistics for the next report	LC	03/12/2022	
	Minute 11.1 LC to liaise with R Lane with regards to alerting governors of vacancies as and when they arise	LC	03/12/2022	
	Minute 11.2 SK to feedback to LGB re living wage or minimum wage for SEND TAs	SK	30/01/2023	

Signed by the Chair: *ARLL*

Date: 30/1/23

	<p>Minute 13 SH, MM, AP & CP are to complete 'Certificate for Safeguarding for School Governors' before the end of the Autumn term</p>	SH, MM, AP & CP	16/12/2022	
	<p>Minute 13 SH, MM, AP & CP to complete 'Certificate in the Role of a School Governor' before the end of the Autumn term</p>	SH, MM, AP & CP	16/12/2022	
	<p>Minute 13 AB to attend the Winifred Holtby Academy pre-meet on Monday 28 November to get a feel for what is expected and will feedback at the next meeting</p>	AB	30/01/2023	
	<p>Minute 15.1 SK to contact school uniform supplier regarding gender based uniform items</p>	SK	30/01/2023	
	<p>Minute 15.1 MM to meet with S Lazenby as and when the Uniform Policy is ready for the review process</p>	MM		
	<p>Minute 15.2 Subject Presentations Discussion to be an item on the next agenda</p>	ALL	30/01/2022	

Part A finished at 18:50 and RA, AP and ARM left the meeting



30/1/23

