

**Minutes of the Meeting of the Local Governing Board of Wolfreton in the Sports Hub on  
Monday 21 June 2021 at 17:00**

**GOVERNORS PRESENT:**

Mrs S Milner (Chairperson, SM), Mr R Firth (RF), Miss S Kukuc (Headteacher, SK), Mr P Matthews (PM), Mr A Paffley (AP), Miss H Power (HP), Mr K Woodcock (KW)

**ALSO IN ATTENDANCE:**

Mrs L Craxton (Clerk, LC) Mrs L Warnett (LW)

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

**56 WELCOME AND INTRODUCTIONS**

SM welcomed everyone to the first physical meeting this academic year. SM announced that, due to work commitments, R McKinnon had resigned from the LGB. SM thanked him for his contributions to the LGB.

**57 APOLOGIES**

Mr R Whitlam

**Resolved:** That consent was given to the absence of the above-named Governor

**58 DECLARATIONS OF INTEREST**

None other than the annually declared interests were tabled

**59 MINUTES OF THE LAST MEETING (12 April 2021)**

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

**60 MATTERS ARISING FROM THE MINUTES**

**ACTION:** LC to follow up with RM regarding his absence from the LGB. **Completed**

**ACTION:** SM to forward spelling and grammatical errors to SP for updating the Bereavement Policy. **Completed**

**ACTION:** SK to set up working party with AP, HP & KW to bring the E-Safety Policy up to standard. **Carried forward. Workload associated with CAGS made it impossible for SK & AP to commit. SK to liaise with the working party to suggest new dates**

**ACTION:** SM to complete the Governor Visit Form and forward to LC for filing. **Carried forward**

**ACTION:** PM, RM, SM & RW to complete the 2020 Governor Safeguarding Module on Learning Link before the next meeting. **See minute 65**

**ACTION:** PM, RM, HP & RW to complete one other Learning Link module of their own choice before the next meeting. **See minute 65**

**ACTION:** RM, SM & RW to complete the Governor data protection module on GDPR Sentry before the next meeting. **See minute 65**

**61 HT UPDATE**

**61a Overall Effectiveness**

- Provision to maintain a high quality of education has remained a priority
- Internal assessments formed an important part of determining CAGs (Centre Assessed Grades) for Year 11 & 13
- Practical subjects have expanded and extra-curricular activities have resumed, significantly sports fixtures against other schools
- Destination data for the Class of 2020 has been compiled. This allows WS to measure the impact against the Mission that young people 'leave prepared to achieve ether ambitions'

Destination – Year 11	Number of students	Percentage
Wolfreton Sixth Form	99	39.13%
Sixth Form College	53	20.95%
FE College	59	23.32%
Apprenticeship	19	7.51%
Traineeship / Work based learning	12	4.47%
Armed Forces	3	1.19%
Sports Scholarship	2	0.79%
Employed with training	1	0.39%
NEET	3	1.98%
Destination – Year 13	Number of students	Percentage
University	67	67.68%
Further Education	4	4.04%
Apprenticeship	11	11.11%
Armed Forces	2	2.02%
Employed	9	9.09%
Employed – University deferred	2	2.02%
NEET	4	4.04%

**61b Quality of Education Summary**

**61bi Curriculum**

During 2020/21, the curriculum had to be amended due to the pandemic. Challenges included:

- **Remote Learning**
  - The majority of remote learning has now concluded with only a handful of students in self-isolation still receiving the provision and when bubbles are sent home
- **Teaching out of Area**
  - A number of teachers have been required to teach out of their physical area this past year and with limited access to practical work, curriculum changes were made

Signed by the Chair:



Date:



- Two examples of this are
  - Music – software was introduced to compose rather than traditional instruments
  - PE – students were given a diverse programme of outdoor activities, such as orienteering, to replace the more traditional indoor activities such as gymnastics
- Following the departure of Years 11 & 13, more space became available to provide access to practical subjects such as Science, Creative & Performing Arts and Technology
- **Lost Learning**
  - The 'Back on Track' approach continues
  - Forward planning continues with staff preparing for the new academic year, including any Covid amendments
  - Leaders and teachers have been focussing on the 'knowledge organiser' to support learning. Student feedback demonstrates the effectiveness of the 'knowledge organiser' and identifies areas for development
  - The whole curriculum continues to be developed around the school's curriculum instruments:
    - Knowledge Overviews
    - Schemes of Learning
    - Knowledge Organisers
    - Lesson Resource
    - Subject Specific Vocabulary
    - Subject Specific Home Learning
  - Class Charts app used for homework
  - Faculty & Senior Leaders have re-commenced learning walks
  - Final CPDL sessions have been delivered with positive feedback received across the board
  - DEAR (Drop Everything and Read) is going from strength to strength
  - The Curriculum Booklet shared at the previous LGB will be updated to reflect the provision for 2021/22 and a more typical return to a normal approach to teaching

#### **61bii Standards inc Disadvantaged Update**

- CAGs underway. Once finalised, they will be embargoed until confirmed by Awarding Bodies. December 2020 remains the most up to date data available
- A clear and robust process was followed
- Assessment Leads across the Academy worked closely with the Director of Education Services to confirm a consistent methodology
- Students signed to acknowledge work used
- School End Point Assessments completed, marked and moderated
- Quality assurance moderation and meetings have taken place across all levels
- SEND cohort currently sits at 18.6%. This is higher than 2019/20 (15.1%)
- The current Year 7 cohort has a significantly higher proportion of SEND (25%)
- All SEND students have settled well and are monitored closely
- 9 LAC schoolwide

#### **61c Behaviour and Attitudes Summary**

##### **61ci Attendance**

- Autumn term attendance was just below the national average of 94.3% when Covid



20/9/2021

- related absence was removed from the data but in line with the regional figure of 93%
- Attendance year-to-date has decreased. This can be attributed to concern over Covid
- Current attendance, as at the end of summer half term 1, is as follows:
  - Years 7-11 – 92.8%
  - Years 7-11 boys – 92.7%
  - Years 7-11 girls – 93.1%
  - FSM – 87.6 (-4.2)
  - PP – 88.0%
  - SEND – 90.8%
  - EHCP – 86.1
- These figures are below the 2018/19 national average. No data was collected for the 2019/20 academic year due to Covid
- Whole school Persistent Absence (PA) is currently 19.9%. SEN PA is 27.5%, PP PA is 39.0%, FSM PA is 38.4% & EHCP PA is 50.0

Q: (PM) PA is quite high, is this being addressed?

SK: Jane Noble has done a lot of work with groups in school that have fallen into PA and she continues to work closely with the students and their families. It's not where we want it but we are working on it

Q: (RF) How have Class Charts been received by students and parents?

SK: Very well. Parents can see when their child logged on and the students like to be able to show their parents their positives

C: (KW) SEN is quite high in PA

C: (SK) RA meets regularly with the SENDCo and they are currently discussing the provision for next year. The team also looks at evidence and what is needed to support

Q: (RF) Are there a lot of FSM in the SEND PA figure?

SK: No, not necessarily

Q: (SM) How do you follow up with these students and their parents?

SK: We regularly make calls home. Not all will answer but the calls will still be made repeatedly

### 61cii Behaviour

- Students have responded well to learning in school during the pandemic
- Data continues to confirm students are focused and working well in their subjects

Attitude to Learning (AtL) data										
	2019 - 2020			2020 - 2021						
	Data Trawl 2 (Pre-Lockdown 1)			Data Trawl 1 (Nov 20)				Data Trawl 2 (March 21)		
	Effort	Behaviour	AtL		Effort	Behaviour	AtL	Effort	Behaviour	AtL
					Class of 2025 (Year 7)	1.17	1.15	1.16	1.56	1.16
Class of 2024 (Year 7)	1.41	1.36	1.39	Class of 2024 (Year 8)	1.41	1.37	1.39	1.76	1.28	1.52
Class of 2023 (Year 8)	1.52	1.43	1.47	Class of 2023 (Year 9)	1.54	1.47	1.51	1.87	1.29	1.58
Class of 2022 (Year 9)	1.71	1.49	1.60	Class of 2022 (Year 10)	1.53	1.37	1.45	2.01	1.29	1.65
Class of 2021 (Year 10)	1.70	1.44	1.57	Class of 2021 (Year 11)	1.64	1.33	1.49	2.07	1.17	1.62
Class of 2020 (Year 11)	1.87	1.52	1.70							

Signed by the Chair: 

Date: 20/9/2021

- Positive and negative behaviour points continue to be awarded in line with the Positive Discipline Behaviour Policy and are recorded on Class Charts
- Low-level disruption has decreased
- Just over 1% of the school population has received an exclusion
- FTEs currently make up 3.85% of all students. This is significantly lower than the national average for 2018/19 of 10.75%
- The Hub short stay provision has benefitted 2 students this past year

## 61d Personal Development Summary

### Spring Term Safeguarding Children Report

- 384 safeguarding concerns logged
- 38 referrals made to EHASH for advice
- 16 full child protections referrals made to EHASH
- 29 Operation Encompass alerts received
- Following a Link visit, SM & DSL identified the need to review and monitor attendance

### Personal Development Curriculum & Events

- Delivery of the PD curriculum continued during lockdown through PSHE lessons, tutor time and enrichment events
- PD events were all held virtually and included Performance in Education, Work Experience Week and a session with MIND
- Careers education delivered through PSHE lessons in Yrs. 7, 8, 9 & 10
- Yr10 work experience replaced with a week of career activities

## 61e Leadership & Management Summary

Throughout the year, SLT have continued to implement an ambitious improvement plan and this is underpinned by the Mission and Values – The Wolfreton Way.

- A clear focus on CPDL continues to be a priority.
- As restrictions continue to ease, the hope is that staff will be able to visit other Trust schools and beyond to experience and share best practice.
- Staff workloads continue to be monitored although the pressure related to the recent CAGs process cannot be underestimated
- Feedback from the recent Trust Safeguarding and Whistleblowing Audit reported no significant concerns and no areas that required immediate attention

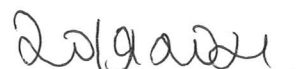
Q: (SM) What is the stance on physical visits by Link Governors?

SK: Visitors are now allowed on site as long as they follow the guidelines. Governor Link visits can now resume.

C: (HP) Exclusions of the FSM students are not far off the national average

C: (SK) It is close but we are still under. A Wood monitors behaviour very closely. Pastoral teams have also had a lot of contact and this has seen an enormous demand on the team. SMASH has been used in social mediation and has been a great asset along with the Trust MHSW. The behaviour can largely be attributed to the fact the students have been out of school for too long

Q: (AP) What are your feelings on the CAG process?



SK: I am confident we have done a thorough job and we have ensured the policy was followed. RA and LW have spent a phenomenal amount of time working on these

Q: (AP) There are a lot of systems used for recording data, are there any plans to streamline this into one? Is there any scope in Class Charts to streamline the data in SIMS or CPOMS for instance?

SK: No as they all perform different functions. SIMS is Trust wide and CPOMS logs safeguarding concerns. Class Charts has a safeguarding module to it but CPOMS is also Trust wide and we will stick with that

Q: (KW) Can students be included in the well-being stats going forward?

SK: They used to be in the old report format. I will check with MC

Q: (KW) Is there an opportunity for a Trust Wide counsellor?

SK: The Trust MHSW is on site one day per week but the demand far outweighs supply, hence the need for a full-time on-site support

Q: (SM) Have the issues worsened since not being in school due to lockdown?

SK: The Pastoral teams have had a higher level of contact during lockdown and this was made even more challenging by the bubbles. Email contact increased. Summer lockdown seemed to be easier for the students. We are looking at the budget to see where we can support the adjustments needed

## 62 COVID CATCH-UP FUNDING

- A total of £107 520 allocated to WS
- Visualisers installed using the Capital Replacement Plan allowing for the allocated funds from the Covid catch-up to be returned. All classrooms now have a visualiser
- GCSEPod has gone ahead with a high level of engagement
- 3:1 tutoring by My Tutor continues for Maths. Overall average grade improvement at DT1 was 0.58
- 3:1 tutoring in Geography and History has seen an increase in numbers
- Tassomai online learning program has 293 students signed up across Yrs. 10 & 11. Positive student feedback has been received
- DEAR programme has resumed 3 times per week
- NGRT rolled out to Yrs. 8 – 10. This allows staff to measure the progress of reading ages
- 12 students in Yr. 9 to take part in the Brilliant Club. 11 x Y9 and 1 x Yr10 already completed the programme
- Additional laptop and dongle purchases enabled live lessons to be delivered during the Spring lockdown
- One permanent ELSA recruited to work in Learning Support
- All funds not spent will be carried over to next year

Q: (RF) Is there going to be more catch-up funding next year?

SK: I expect the Covid catch-up funding to run for another year, yes but certainly this year's funding can be carried over

Q: (KW) Are we able to identify which provisos have had the most impact, have been more successful?

LW: Yes. Yipiyap has already been secured for the next year with some Yr10s already on the programme. It works online, outside of school hours and will run every Monday, Tuesday and Wednesday next year

Q: (KW) What about lessons learned?

LW: We have used a variety of providers and know what works for us. Although feedback has been variable, My Tutor is in high demand but has a set number of places, as has Pearson.



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*Yipiyap is bespoke but with My Tutor, what you see is what you get. Yipiyap English is face to face*

*Q: (KW) Is there opportunity to capitalise on a Trust wide provision?*

*LW: Yes, that has been done with Yipiyap. Sarah Young has procured a Trust wide contract, keeping the costs as low as possible*

*Q: (RF) Has the 2-year KS4 allowed for breathing space and a wider educational approach?*

*LW: It gives us more of an opportunity to make sure the skills are fully embedded, yes.*

*C: (SK) We have identified subject leaders and they have had more opportunities to develop a wider depth of knowledge and cover more topics*

LW left the meeting at 18:05

## **63 POLICY UPDATE**

### **63.1 Admissions Policy 2020 - 2021**

The Admissions Policy 2020 – 2021 was tabled for approval. SK explained the reasoning behind tabling this policy so late in the year was for the appeals that could still be submitted

**Resolved:** The Admissions Policy 2020 - 2021 Policy was approved

### **63.2 Admissions Policy 2021 - 2022**

The Admissions Policy 2021 - 2022 Policy was tabled for approval

**Resolved:** The Admissions Policy 2021 - 2022 Policy was approved

### **63.3 Admissions Policy 2022 - 2023**

The Admissions Policy 2022 - 2023 Policy was tabled for approval

**Resolved:** The Admissions Policy 2022 - 2023 Policy was approved

**ACTION: SM to forward spelling and grammatical errors to SP for updating the Admissions Policies**

## **64 GOVERNOR VIRTUAL VISITS**

Due to the current situation, visits, albeit virtual, are not taking place as regularly as scheduled. No Link visits had taken place since the last meeting. SK confirmed that onsite visits were now permitted as long as social distancing guidelines were followed. Virtual visits would suffice if there were time pressures.

**ACTION: Links to organise their final site visits of this academic year before the end of term**

## **65 GOVERNOR TRAINING AND SUPPORT**

All Governors had completed the Governor Module on GDPR Sentry

At the time of the meeting, NGA Learning Link was experiencing technical issues resulting in some records of modules completed missing. LC to feedback to the LGB once the site is up and running in full and contact the relevant Governors who still need to complete training modules

**ACTION: LC to feedback to the LGB once NGA Learning Link is up and running fully with a list of who still needs to complete modules**

**66 AOB**

**None**

**67 DATE OF NEXT MEETING**

September 2021, TBC

**68 ACTION POINTS**

**68a ACTION:** SK to set up working party with AP, HP & KW to bring the E-Safety Policy up to standard. **Minute 60**

**68b ACTION:** SM to complete the Governor Visit Form and forward to LC for filing. **Minute 60**

**68c ACTION:** SM to forward spelling and grammatical errors to SP for updating the Admissions Policies (**minute 63**)

**68d ACTION:** Links to organise their final site visits of this academic year before the end of term (**minute 64**)

**68e ACTION:** LC to feedback to the LGB once NGA Learning Link is up and running fully with a list of who still needs to complete modules (**minute 65**)

Part A finished at 18:15



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