



**Minutes of the Meeting of the Local Governing Board of Wolfreton  
In the Conference Room on Thursday 06 February 2025, 17:00**

**GOVERNORS PRESENT:**

Miss H Power (Chair, HP), Miss S Kukuc (Headteacher, SK), Mr T Leech (TL), Mr A Paffley (AP), Mrs E Papaglimis (EP)

**ALSO IN ATTENDANCE:**

Mr M Carruthers (DSL, MC), Mrs L Craxton (Clerk, LC), Mr S Gawthorpe (SG), Miss L Hull (Deputy HT, LH), Mr A Owen (Deputy HT, AO), Mrs J Perry (Assistant HT, JP)

To accommodate the Year 7 parents evening, the agenda was reordered and SLT were not in full attendance throughout the meeting

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

**33 WELCOME AND INTRODUCTIONS**

HP welcomed everyone to the meeting and introduced SG. SG will officially join the LGB once all DBS checks have been completed

**34 APOLOGIES**

Apologies had been received from D Gath, M Morgan, P Smith and S Walsh

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

**35 DECLARATIONS OF INTEREST**

All declared

**36 MINUTES OF THE LAST MEETING (05 December 2024)**

Minor amend noted

**Resolved:** After the minor amend was agreed, the minutes of the meeting on 05 December 2024 were declared a true record and are to be signed by the Chair, HP

### 37 MATTERS ARISING

**ACTION:** LC to contact TL with regards to the vacant vice-chair position **Completed.** TL to stand as vice-chair for this academic year

**ACTION:** TL, PS and SW to register on Governor Hub as soon as possible **See minute 44**

### 38 HEADTEACHER REPORT

#### Personal Development

- Personal development continues to go from strength to strength. Lunchtime and after school clubs include:
  - Arabic
  - 'Grease' rehearsals
  - Dungeons and Dragons
  - Girls Football
  - Homework club
  - SEN lunch club
  - Music
- Year 7 and Year 11 involvement in extra-curricular activities particularly encouraging

#### Risk

- The biggest risk remains recruitment – this is a national issue
- Other risks include attendance, increased demand for SEND services and Finance

Q: (HP) Uptake by DA students is low in some activities, why is this and what are you doing about it? OBJ

SK: LH oversees the programme and works with the Student Council to try and engage more DA. DA groups will be invited to the Learner Conference and are an area of focus

Q: (HP) Are there any trends?

AO: The older they are the less they engage. We constantly review and talk to them to see what they want

#### JP joined the meeting at 17:15


C: (TL) I know from personal experience Music is popular with a lot attending ad-hoc, you are selling yourselves short!

C: (HP) The use of the library is also increasing

C: (SK) The atmosphere and culture in there is quite powerful, it's a super environment

Q: (AP) Is there a crossover in reporting between extra-curricular and inventions?

SK: We do separate out. Interventions are compulsory, extra-curricular is voluntary

  
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### 39 QUALITY ASSURANCE SUMMARY REPORT – Practice and Retrieval

**Power Bi uses a RAG system and generates an average: Red (R) = 1, Amber (A) = 2, Green (G) = 3. The current rating is 2.72**

- Evaluation methods include, but are not limited to book looks, learner walks and drop-ins and teaching colleague discussions. All methods used are shared and faculty leaders and SLT review
- Subject reviews have taken place in Science, Maths, English, PE, MFL and Technology
- Reviews will take place in other subject areas during the remainder of the academic year
- Findings include consistency in lesson and curriculum planning, objectives to activate prior learning are evident and a notable strength in MFL was highlighted – embedding of retrieval into grammar-heavy topics
- Next steps include the further development of the reading strategy and targeted support for KS4

DG had sent questions prior to the meeting. HP asked on his behalf

*C: (SK) It's important to note we don't grade lessons. The score gives is a view of where we need to focus and develop staff*

*Q: (DG) Is the good practice seen in MFL shared?*

*AO: Yes. We utilise in order to improve across the school. N Cutts and I are developing a 'catalogue' of best practice. Faculty leader meetings share where good practice is seen departmentally*

*Q: (HP) Has there been any resistance?*

*AO: No, it has been received positively. We have always worked with colleagues and feedback from departmental reviews is really good*

*Q: (TL) What has been your biggest challenge implementing the framework?*

*AO: For me, I took a slow approach as I was a new member of staff implementing something new*

*Q: (TL) Did you consult with staff?*

*AO: Yes, we talked about the framework and what it entailed. We didn't introduce everything at once. Everyone had an opportunity to contribute to what the RAG will be*

*C: (SK) The Framework is the new Trust Framework but is not dissimilar to the approach we used previously*

*Q: (AP) This is a really good piece of work and I recognise some of the challenges. How do you move forward when it's not quite there? Where does the time come from?*

*AO: we need to review what we offer. Maybe introduce short, sharp activities, we are always reviewing*

**LH joined the meeting at 17:32**

*Q: (HP) Year 8 engagement is low, are there any strategies in place to rectify this?*

*AO: At the start of the year, they read short sections and not full texts. We have changed that to articles they can finish to engage them. That now needs internal QA*

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*11/3/25*



## 40 ATTENDANCE AND BEHAVIOUR

### Attendance

- Attendance currently 93.8%
- Year 7 highest at 95.7%, Year 10 lowest at 92.6%
- Girls 93.3%, boys 94.3%
- PA 17.4%
- Strengths include Year 11 and EHCP students
- 1 permanent exclusion
- 47.5 days lost for SEND, 53 days lost for PP
- Jump Into January – a 6-week initiative – launched and showing a positive impact
- Competitions and badges proving popular

### Behaviour

- 126 days lost to suspensions. This is lower v last year (135)
- Boys (63.5 days lost) receiving more suspensions than girls (62.5 days lost)
- 'Golden Ticket' prom passport continues to motivate Year 11
- 803 000 positive points awarded
- 800 students invited to the 'pizza party'
- Year 7 are the highest for rewards, Year 11 second
- Gaps still seen between SEND/DA and non-SEND/DA

C: (JP) Attendance is going really well and we are currently 2% above national. Year 11 have really turned things around, we are very proud of them

C: (JP) We have an amazing Attendance Officer and we receive support from LH and SK

C: (HP) This is fabulous work

C: (TL) There is a lot of winter illnesses around at the moment. To remain above national is fantastic

C: (LH) We are building resilience in them – if it's just a sniffle, do they really need to be off!

Q: (SG) Do home visits make a difference?

JP: They do but they are hard to quantify when it comes to the data. The Attendance Officer visits after 3 days absence

Q: (TL) Do you provide work for persistent and severe absentees?

JP: No, the DfE guidance is very specific

Q: (TL) What about students in hospital

JP: They get tutored, if they are well enough, and their marks are sent to us

C: (SK) We are guided by the medical profession as to the amount of work given

C: (JP) If they are too ill to attend school, the Local Authority educate them in the majority of cases and if they are doing well, we may be asked to participate

Q: (EP) What is the impact with the increase in attendance versus conduct and engagement?

JP: There is a feeling in the school that they are happy and feel safe. DA and SEND groups feel included

C: (LH) When it comes to long-term absence, we work with them to slowly reintegrate and we involve the whole family

C: (AO) Learner voice shows they feel safe in school and how much they enjoy it

Q: (TL) When they have missed so much, how do they ever catch up?

SK: we have several provisions in place

C: (JP) Some can't come back

C: (SK) Attendance is a challenge nationally

Handwritten signature and date. The signature is a stylized 'LH' and the date is '1/5/25'.

It was requested the tables in the behaviour report reflect percentages. SK and LH to liaise with the Trust Director of Improvement and Standards, Secondary and Post-16

**ACTION: SK and LH to liaise with the Trust Director of Improvement and Standards, Secondary and Post-16 with regards to percentages in the data tables for behaviour**

Q: (TL) The rewards are really good, do you analyse the negative data at all or the consistency in teachers?

SK: We do have high standards and our aim is to achieve consistency. We will continue to challenge them to be the best they can be

C: (LH) Patterns are discussed at Link Manager meetings with the relevant head of Department

Q: (SG) Bullying concerns are at zero?

LH: They have been monitored and no further 'offences' have happened

C: (JP) There are lots of friendship fall-outs in Year 7, we educate them on how to talk to each other

Q: (SG) Who decides the category?

LH: Only the Pastoral Teams have access to the categories and the DSL oversees them all

**LH and JP left the meeting and MC joined the meeting at 18:09**

#### 41 LEARNER ACHIEVEMENT – YEAR 11 AND 13

##### KS4

- Autumn assessment %: Basics 4+ 57, Basics 5+ 36 (target %: Basics 4+ 84, Basics 5+ 54)
- Improvement seen in 4+ and 5+
- Focus on striving to accelerate improvements
- Some gains will take longer to deliver
- Areas for development include 7+ in large cohort subjects and an increase in 4+ and 5+ for DA

##### KS5

	Level 3 Value Added	A-Level APS	A-Level Value Added	Applied General APS	Applied General Value Added
Y13 Autumn Mocks	-0.24	30.71	-0.28	27.54	-0.14

- Strengths include the predicted data indicating a positive overall LV3A of 0.32 and boys' outcomes
- Areas in need of development include female outcomes

C: (SK) The dip in outcomes is expected, change takes time to take effect. The Year 11 cohort are working incredibly hard

Q: (AO) Is there a threshold for areas of development?

SK: Not a statistical threshold, we highlight the 3 that will have the biggest impact overall

C: (SK) The focus on DA will continue

C: (AP) Historically, we've seen a trend with low Technology results

Q: (TL) At what point do you start the extra classes?



*AO: They are running now. Timetables are in place and attendance is tracked for all interventions. Intervention attendance is also linked to the Prom Passport*

*C: (MC) Timetables are shared with parents too*

*C: (AO) Registration has been restructured and specialist teachers have been assigned to those who need it and we move them around as is necessary. Study skills have also been launched in tutor time*

## **42 SCHOOL DEVELOPMENT PLAN SUMMARY**

**Full document shared with the LGB prior to the meeting**

### **Priority 1**

To fully embed our strong culture of consistently high expectations, strong relationships and impactful support and challenge

- Attendance, persistent and severe absence data regularly analysed
- Work with SENDCo ongoing to further develop SWAY
- Implementation of Power Bi CPDL underway

### **Priority 2**

Ensure the best quality teaching and learning across years 7 – 13 through an ambitious curriculum delivered by expert teachers using research-informed practices to drive knowledge acquisition, recall, progress and outcomes

- WS Teaching and Learning Group launched
- KS4 Guided Choice for Ambitious Pathways evaluated
- Regular learner walks and lesson drop-ins conducted

### **Priority 3**

Strengthen further the strategic use of data across years 7 – 13 to drive student ambition, progress and outcomes

- Intervention programme for DA, SEND and boys designed and implemented
- Supportive challenge re: the data between Link Managers and Faculty/Subject Leaders in progress

### **Priority 4**

Further strengthen the culture of positivity, pride and belonging through understanding of relational strategies and strong engagement with 'The Wolfreton Experience' Personal Development Programme

- House culture development strong
- Further development of student leadership a focus

*C: (SK) The RAG action tracker is complete for the autumn term. The document is live and continually updated*

*Q: (HP) Are the areas for concern picked up in other reports?*

*SK: Some things have been pushed back and will remain red until we pick it up again later in the year*



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#### 43 SAFEGUARDING REPORT

- 18 Operation Encompass alerts received
- 109 Smoothwall incidents
- 9 children open to Early Help
- 10 Children in Need
- 2 on a Child Protection Plan

Q: (HP) Are trends coming down?

MC: Yes, on the whole they are lower

C: (MC) Knife crime remains a focus

C: (SK) Its important that families and students feel able to report concerns. Colleagues from the Trust also conduct student voice as it's sometimes easier talking to a non-familiar face. The Edurio student survey is due to start next week

Q: (SG) What constitutes physical restraint?

MC: Staff intervention, physically breaking up an incident

Q: (SG) Are there any repeats in the data?

MC: Full bullying logs are analysed and tracked and there is only a small number of repeats seen

C: (SK) We have reopened Rushanje House, a safe space that allows for small group interventions and 1-1 support

C: (MC) We have been successful in securing the Rainbow Flag award and we will continue to improve on inclusion and a positive LBGTQ+ community

**MC left the meeting at 18:40**

#### 44 GOVERNANCE MATTERS

##### 44a Governor Link Visits

3 visits have taken place since the last meeting. MM and EP are to forward their reports to LC for inclusion on the next agenda. LC already has the report from AP

**ACTION: MM and EP to forward outstanding visit reports to LC ASAP**

##### 44b Governor Training

PS is yet to register on Governor Hub and complete mandatory training, LC to follow up

Governor Hub access issues for TL are resolved. TL to complete the Safeguarding and SEND modules on Governor Hub before the next meeting (01 May 2025)

**ACTION: PS to register on Governor Hub as soon as possible and complete the Safeguarding module**

**ACTION: TL to complete the Safeguarding and SEND modules on Governor Hub before the next meeting**

**ACTION: LC to add SG to Governor Hub. SG to complete Safeguarding module before the next meeting**

**JP rejoined the meeting at 18:45**

#### **45 POLICIES FOR REVIEW**

##### **45.1 RSHE Policy**

The RSHE Policy was tabled for approval

**Resolved:** The RSHE Policy was approved

##### **45.2 Attendance Policy**

The Attendance Policy (school-based procedures) was tabled for approval

**Resolved:** The Attendance Policy (school-based procedures) was approved

#### **46 DATE OF NEXT MEETING**

Thursday 01 May 2025. Pre-meet from 16:30

#### **47 ANY OTHER URGENT BUSINESS**

##### **47.1 Date of July meeting**

As the July meeting clashes with the prom, it was agreed LC would find another date

**ACTION:** LC to rearrange the July meeting to avoid the clash with the prom

#### **48 ACTION POINTS**

**48a ACTION:** SK and LH to liaise with the Trust Director of Improvement and Standards, Secondary and Post-16 with regards to percentages in the data tables for behaviour **(minute 40)**

**48b ACTION:** MM and EP to forward outstanding visit reports to LC ASAP **(minute 44)**

**48c ACTION:** PS to register on Governor Hub as soon as possible and complete the Safeguarding module **(minute 44)**

**48d ACTION:** TL to complete the Safeguarding and SEND modules on Governor Hub before the next meeting **(minute 44)**

**48e ACTION:** LC to add SG to Governor Hub. SG to complete Safeguarding module before the next meeting **(minute 44)**

**48f ACTION:** LC to rearrange the July meeting to avoid the clash with the prom **(minute 47)**

**Part A closed at 18:57 and AO and JP left the meeting**