

York High School

Minutes of the meeting of the Local Governing Board held on Thursday 11th July 2024 at 6pm held at the school

<u>Present:</u>	Rod Sims (Headteacher)	Val Roddis
	Nicki Mitchell (Chair)	Sally Gordon
	Ian Savage	Clare Besant
	Sarah Hammond	Andrew Waller
	Andy Pope	
	<u>In Attendance</u>	Sophie Triffitt (Clerk)

Action

1. **Welcome, Apologies for absence, Declarations of Interest**

The Chair welcomed everyone to the meeting.

Apologies were received and accepted for Richard Lavell. Amanda Crouch was not present at the meeting.

Resolution: It was unanimously agreed to recommend Andy Pope as Chair of Governors for Trust Board approval.

Resolution: It was unanimously agreed to recommend Sarah Hammond as Vice Chair for Trust Board approval.

Nicki Mitchell confirmed that her resignation as governor would take effect from Monday 22nd July 2024.

Governors recorded thanks to Nicki Mitchell for her hard work and commitment to the school and LGB.

2. **Minutes of Previous Meeting held on 7th May 2024** (previously circulated)

Resolution: The minutes were agreed as an accurate record of the meeting and approved.

Matters Arising and Action Plan

Action 1: The clerk confirmed that Child Protection training needed updating annually.

Action 2: The Headteacher confirmed that the plan going forward was for everyone throughout school to have the Home School Agreement signed.

3. **Headteacher Report / Weekly Pulse**

The Headteacher reported that the school has halved the number of fixed term suspensions as a result of the excellent work from the Senior Pastoral Leader.

Attendance, despite the significant amount of work and time invested, has dipped below the previous year. Plans have been developed which the Deputy Headteacher would take forward.

Challenge: A governor asked how attendance reported against the national picture. The Headteacher explained that historically York High tended to trend below the national position (87% / 91%) and that gap remains. Attendance for the disadvantaged cohort remained low and York High had the highest proportion of disadvantaged of any school in York and that cohort then had a greater statistical impact to the overall data position.

Challenge: A governor asked if there were a smaller number of students having a lot of time out or if it was a wider picture. The Headteacher explained that there were two distinct groups impacting the attendance data. Some children with very little to no attendance but staying on the roll in mainstream when in the past if they had an EHCP they would be in a specialist provision and circa 50%-80% having sporadic poor attendance. The data suggested that if a student was in school over 80% of the time they would have a positive Progress 8.

The Headteacher noted that given the smaller size of the Year 11 cohort for 2024-25 those not attending would have a greater impact to the data.

Challenge: A governor noted that during the Headteacher recruitment process all of the suggestions made by the candidates to address attendance was something that had been tried. The Headteacher explained that the plan for next year was a focus on intensive pastoral work but was time and people intensive. The Headteacher felt that teacher absence and illness had been difficult and was having an impact on engagement in class and noted that current guidance was around focusing on developing a sense of belonging.

Challenge: A governor asked if the guidance on building a sense of belonging was evidenced in data. The Headteacher confirmed not and whilst it was unclear how to define a sense of belonging, he felt that knowing children on a deeper level would form trusted relationships.

Mr Pope left the meeting at 6.23pm.

4. **School Improvement Plan (SIP)**

Given the handover process governors would review with the new Headteacher in September.

5. **Teaching and Learning**

Resolution: Clare Besant was agreed as Teaching and Learning link governor.

The Headteacher reported that Ms Jackson was now SENCO and Teaching and Learning Lead and felt that this link should strengthen quality first teaching for the SEND cohort.

6. **Standards**

The Headteacher informed governors that Year 10 predictions were reported in groups of 10% increments and categorised the subject departments:

Subjects receiving support:

Design Technology

Food Technology

Computer Science

English (which remains a concern due to difficulties in securing strength and quality to cover maternity leave. The department lead was back from September and would be supported to drive forward the department).

Subjects for monitoring:

French

Subjects reporting significant increases:

Drama

Music

Subjects reporting signs of improvement:

Science

Subjects reporting strongly:

Religious Studies

History

Geography

7. **Governing Body Matters**

Governor Visits and Training

Child Protection and Safeguarding link visit report included in the agenda pack.

Governor Code of Conduct

Action: Clerk to circulate the Governor Code of Conduct.

Clerk

8. **Child Protection and Safeguarding** (previously circulated)

Governors had no questions on the circulated link visit report.

The Headteacher made governors aware that Miss Masterman had settled into the role and was doing a great job. A Pastoral Leader will be added to the team from September.

9. **Attendance**

The Headteacher noted that attendance was a significant risk for the school.

10. **Behaviour**

The link governor had met with the Senior Pastoral Leader on 10th July 2024 who reported a significant reduction in behaviour incidents from the trend at the start of the academic year. The Internal Exclusion provision had been reviewed and lots of different approaches were applied with consideration to SEND. Defiant behaviour continues to be a trend.

Governors recorded thanks to Mr Walker, Senior Pastoral Leader, for his hard work and knowledge of the students as individuals.

The Headteacher informed governors that the Senior Pastoral Leader was taking on the Head of Year 11 role from September to ensure the year group approach could go ahead within the financial constraints. The link governor noted that they do check in on staff wellbeing as part of link visits.

The Headteacher provided an update on Head of Year staffing structure:

Year 7 – Mr Hunt

Year 8 – Mr Rowe

Year 9 – Mrs Crotty

Year 10 – Mr Swales

Year 11 – Mr Walker

Mr Walker would input into the BRAG meetings to bring a detailed knowledge of Year 11 to the process.

11. **Special Needs**

The Headteacher provided an update on the SEN staffing structure:

Miss Burns – Deputy Headteacher and SEND Responsibility

Mrs Jackson – Assistant Headteacher Teaching & Learning and SENCO

Mrs Mayhew - Assistant SENCO

Ms Ibbotson - Acorns

An appointment would be made for Maple provision.

Challenge: A governor asked if the necessary training had been put in place to support Mrs Jackson. The Headteacher assured governors that support was provided including time allocated with the Deputy Headteacher and Mrs Jackson had signed up to the required training.

Challenge: A governor asked if the children were aware the SENCO was leaving given these relationships were important for children with SEND. The Headteacher explained that it was open knowledge, and the SENCO should have communicated this in EHCP Reviews.

12. **Pupil Premium**

The link governor had met with the Headteacher for an update on Pupil Premium.

Challenge: A governor asked if going forward there would be staff / department updates at governor meetings. The Headteacher confirmed that governors can request attendance / updates on specific areas. The Chair explained that the approach pre-Ofsted was a governor lead approach with link governors undertaking link visits and reporting back to the LGB and the new Chair and Headteacher could define the approach going forward. The Headteacher added that the practice of link visits and associated reports back to LGB had been very useful and was considered best practice. Governors discussed the role of governors and link visits going forward into 24/25.

Agenda: Include a review of governor link areas and visit schedule on the September agenda.

13. **Staffing Update**

The Headteacher confirmed that the formal handover date of leadership would take place on the 31st August 2024 and 1st September 2024. The Headteacher had met with the new Headteacher regularly to undertake a handover.

The Headteacher provided an update on staffing and informed governors of recruitment for Science, English and a cover teacher / progress mentor role.

14. **Finance Update**

Budget (previously circulated)

Financial Summary (previously circulated)

Forecast Summary (previously circulated)

The link governor had a meeting scheduled with the SBM WC 15th July 2024 and would submit a report.

The Link governor explained that the budget was set based on projections at the time so looking likely to start next year with a slightly lower outturn.

The Headteacher reported that there was nothing in year of significant concern and noted that the Inspire budget had sat within the York High budget but would transition out of the budget next year.

Governors recognised the hard work and expertise of the SBM to deliver a positive financial position with positive future projections for the new Headteacher to inherit. The link governor confirmed that the thanks would be reported back to the SBM at the link meeting.

15. **Community**

The link governor reported that the GLL joint meeting took place on 10th July 2024 with the principle of ensuring the quality of the provision was maintained for the local area. Investment over time would be reported in September 2024. An open weekend was taking place on the 20th/21st July.

Challenge: A governor asked if the school were happy with the relationship between school and Energise. Both the Headteacher and link governor confirmed they were.

The Headteacher reported that the school had run a number of trips over the year and had received lots of praise on how well behaved and engaged the students were.

The Headteacher noted Westfield Ward Funding for gym and swim for all sessions.

16. York High Families

There was no update to report.

17. School Policies

RSE Policy (previously circulated)

The Headteacher informed governors that the policy was consulted on with parents annually and there had been no significant amends.

Resolution: Governors approved the RSE Policy.

18. Risk Record

The Headteacher confirmed there were no updates to the risk record and highlighted the top risks of:

- Attendance
- Outcomes
- Flat roofs

It was agreed for the risk record to be included on the agenda termly with a detailed annual review.

19. MAT Business

There was no update to report.

20. Any Other Business

Headteacher

Governors recorded thanks to the Headteacher for his significant contribution to the school and the young people who have gone through the school under his leadership.

21. Future Meeting Dates

Monday 30th September 2024 – 6pm (date to be changed)

Monday 2nd December 2024 – 6pm

Thursday 6th February 2025 – 6pm

Tuesday 18th March 2025 – 6pm

Tuesday 6th May 2025 – 6pm

Thursday 10th July 2025 – 6pm

The meeting closed at 7.33pm.

Approved at LGB on 26th September 2024

Approval

<u>ACTION POINTS</u>				
<u>From the meeting of the Local Governing Board held on 11th July 2024</u>				
	<u>ACTION</u>	<u>ITEM</u>	<u>WHO</u>	<u>WHEN</u>
1.	Circulate the Governor Code of Conduct.	7	Clerk	Complete

September meeting

Review governor link areas and visit schedule

Future meeting:

Student Wellbeing Leaders