



MINUTES

GOVERNORS PRESENT

Mrs J Leeman (Chair, JL), Mr G Cannon (Headteacher, GC), Mr R Gardiner (RG), Mrs C Hall (CH), Mrs S Warnes (SW), Mr J Whileblood (JW), Mrs C Wilcox (CW)

ALSO IN ATTENDANCE

Mrs J Doyle (A/Head, JD), Mr P Harris (Deputy Head, PH), Mrs S Issatt (A/Head, SI), Mrs A Orley (Clerk), Mrs L Stephenson (SENCO, LS)

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

JL thanked Governors for their attendance

57 APOLOGIES

Apologies received from Mr A Fernandes and Mr M Clarke.

Resolved: Apologies accepted

58 DECLARATIONS OF INTEREST

Resolved: There were no declarations of interest

59 MINUTES OF THE LAST MEETING (16 March 2021)

C (SW): Page 3 had an error, SW had claimed the Tutor System was a reason she chose Howden School, not the Pastoral System.

Resolved: Sentence amended and signed by the Chair, JL

60 MATTERS ARISING FROM THE MINUTES

ACTION: All Link Governors to carry out a virtual or physical visit over the summer term (minute 51). **Not resolved:** CW required to conduct a meeting

ACTION: AF to complete Safeguarding Module (Minute 52) **Resolved:** AF has completed training.

ACTION: AF, CH, JL to complete the GDPR Governor training on GDPR Sentry before the next meeting (minute 52) **Resolved:** Training complete

ACTION: AO to send training details for NGA and GDPR Sentry to SW. NGA Safeguarding module to be completed ASAP (minute 52) **Resolved:** Log ins created

61 STRATEGIC HEADTEACHER REPORT

61a Overall Effectiveness – GC

61b Leadership and Management Summary - GC

- The school would like to thank Year 11s as they have been very careful with regards to COVID-19 and ensuring the year group does not have to isolate.
- Absence rate for staff remains very low. Only 2 days supply bought in since wider re-opening of the school.
- The school is consulting with staff on the lessons learned from COVID-19 and which elements of blended learning can be taken forward after the pandemic. This includes use of online parents' evenings and utilising Teams for students at home or in isolation.
- The school will invite in those individuals, companies and organisations that sponsored the school through COVID-19.
- The school now has a Well-Being Champion, RG, and well-being continues to be a focus for the school.
- CPD in school has focussed on Year 11 exams and marking key assessment pieces; ensuring consistency and training staff to look for malpractice.
- Head of Maths has been appointed for September after significant interest in the post.
- The current Subject Leader in Drama will be leaving in August and there is a plan being consulted on to change the structure within performing arts. The lack of uptake from Year 8 into Year 9 means there is the capacity to increase the hours of the 0.4 Drama Teacher and not have to take on anyone new to the department. This also gives the school the capacity to take on another MFL Teacher. This means the school can fulfil its EBacc targets and offer everyone MFL at GCSE.
- Transition week will be received as local conditions continue to change, but so far assemblies have been delivered to all feeder primary schools and there are plans being put in place for a Summer School to support Year 6s moving up to Howden School.
- Staff in English for example are marking over 1000 pieces of work. Exam material is substandard and guidance is poor. Despite this, schools are having to pay full exam fees. This will be brought up with ASCL and the Trust.

C (JL): Old exam papers are being recycled – the LGB will support the school in asking for a rebate on exam fees.

GC: Material being provided by the Exam Boards is already in the public domain.

CW: This is already in the press, so if more pressure is being put on the exam boards it may prompt a response. The exam boards have not helped the students at all.

C (CW): The summer school will really help Year 6s especially if there is another lockdown. It would be useful for them to learn to use Microsoft Teams.

GC: The summer school will include instruction on the use of Teams and it is possible that it will be extended to include Year 10s going into Year 11. This year group has missed out on a lot of key learning.

Q (SW): Will the Summer School be one fixed week? This may preclude some families who are on holiday. And, will the Summer School provide an opportunity for parent engagement, perhaps on Teams?

GC: There will be the normal lead up to the Summer School which includes induction, parental engagement and presentations. This takes place in the Summer Term. However, rather than a presentation to a full cohort of parent/carers this will be broken down into smaller groups to enable 2-way communication via Teams.

Q (CW) *The vast majority of Year 11s worked hard, how many have struggled?*

GC: *There are 4 students who have struggled. Some of these students are not on-site, but have been sending work in. Mrs Cannon [Intervention Tutor] has been working with 3-4 students each week.*

SI: *There are 2 students who do not want to do work, some students are on part time timetables and working with Mrs Cannon. The Year 11 Pastoral Manager has worked with Subject Leaders to ensure students in intervention complete the most relevant pieces of work. Pastoral are also working with anxious students and making reasonable adjustments such as smaller rooms for assessments. There are also plans in place to support these students through June and July when they will stop attending school.*

JD: *The behaviour data shows that Year 11 have had minimal sanctions, only 78 and 50% of these are low level, for example a second reminder to re-direct their learning. The Year 11s have returned very positive and have wanted to make progress.*

Q (CW): *Is testing for Year 11s the same across TCAT?*

GC: *Sarah Young [Director of Education] produced a document as guidance for Key Assessment Pieces which is central. Each academy has submitted its own Exam Policy, but there is certainly consistency across the Trust. In single use departments there is moderation across the Trust; this is something that has happened for a while.*

C (SW): *The Year 9 Parent/Carer Evening [taking place online] was excellent. 5 minutes was a good length of time for the appointments. One person reported their computer failed, but they received a phone call from the teacher in question and were able to complete their appointment slot. It was good to have the privacy of being at home and not overheard. It feels more personal than a report.*

GC: *It is felt that 2 face to face appointments in a year can provide more information than a report. It gives staff the chance to target students who may not engage with a written report. Staff can choose to do the online parent/carers evening from home and so it is good for work/life balance. The cut off on appointment times is useful as it encourages staff to be concise and not over-run into someone else's appointment time. There will be a consultation on parent/carers evening and reports to see how they look next year.*

Q (SW) *Is the expansion of EBacc at the expense of art subjects?*

GC: *Music and Art are flourishing subjects, but Drama has fallen behind, but this may change again as the teaching improves.*

PH: *Howden School offers 20 subjects to its students. The art subjects have been expanded and Music is increasing in its uptake. The choice of subjects that are taught as options each year is entirely student led.*

SW: *As a parent I felt the offer of subjects is great, but the Governing Body has a responsibility to ensure that is still happening and there is a balanced curriculum.*

61c Quality of Education Summary

Curriculum – PH

- Year 8 options process is now complete, this was all virtual and an aspect that will be taken forward as online taster sessions means students do not miss anything due to timetable clashes and can watch each subject as many times as they wish as well as with parents/carers.
- There has been an increase in students opting to study MFL; there are 4 full teaching groups next year

- Geography and History will be big teaching groups again
- The curriculum continues to diversify with vocational subject options
- The curriculum has timetabled enrichment lessons from next year for Year 7, 9 and 10. Staff are excited about this as it is an opportunity to do things outside of the main curriculum. For Year 7 it will be 'Critical Skills' and Year 9/10 will have 'Life Long Learning'.
- Tutoring continues and school is now looking at YIPIYAP to have one person 2 days a week to work with boys/English

SEND and DS Update – LS

- DS are participating in the National Tutoring Programme which has 4 weeks left to run
- The school has funded one member of staff to be trained as an Emotional Literacy Support Assistant (ELSA)
- Senior Area Ed Psych has met with all Pastoral Managers to address any issues with students that have arisen since wider re-opening
- DS are currently participating in the Noise Academy Project which consists of musical sessions learning to DJ.
- Process of applying for 2 new Educational Health Care Plans
- Enhanced Resource Provision (ERP) is moving to the PE office and TAs will join the ERP to become an integral part of the department due to more space. This also solves on-going noise issues with the current ERP location.

Q (JL): How many students are in the ERP?

LS: There are 2 students in the ERP at present, one student is starting Act-Fast next week and has used the ERP as a transition

61d Behaviour and Attitudes Summary - JD

Attendance Report

- Attendance at week 29 was 93.6% this year, in 2018-19 it was 93.9%
- Attendance figures look low for weeks 15 – 22, but there was an expectation that students who were classified as vulnerable attended during lockdown when many did not.
- Pupil Premium attendance is 3% lower than the wider student population.
- New Attendance and Welfare Officer was appointed in March and she is working hard to establish good protocols.

Behaviour Report

- In addition to Recognition Friday a new virtual certificate is emailed out to parents/carers which can be sent on any day. It includes the subject information and earns 20 house points.
- Minimal behaviour points logged on the return to school.
- 68% of overall behaviour is S2.
- Key focus is Year 8 – this year group make up 38% of overall behaviour stages
- Of 148 behaviour stages, 68% are from 11 key students in that cohort
- Implementing a range of measures to combat this including class changes, change of seating plans, Individual Support Plans

C (SW): The current Year 8 cohort have only had 2 Autumn Terms at Howden School and are probably out of the loop.

JD: Yes, when we look at the year groups comparison it is clear they have lost a lot of time in school. At that age they need to move classrooms and have the fresh air between lessons. The Year 8 Art

classes have been returned to specialist classrooms and it has made an instant impact on behaviour.

61e Personal Development Summary -JD

Spring term Safeguarding Children Report

- The school has seen a rise in Operation Encompass reports
- The new referral system with the Local Authority is working well as more options for students who would not normally meet threshold
- The school nurse now attends school each week and has regular appointments with students
- 73% of referrals to the TCAT Mental Health Support Worker have now been closed, so the school is seeing a positive impact
- A TCAT Safeguarding Audit is taking place on 19 May

Q (SW): Are you getting the support you need from Social Workers?

JD: Yes, Howden School gets 100% attendance at all levels of meetings and there is a good network in place for keeping in touch with social teams.

62 COVID CATCH UP FUNDING

- No significant changes to catch up funding and spending is on-track
- Impact review will take place during the next half term

63 POLICY UPDATE

- Attendance Policy

Resolved: Governors approved the new attendance policy

- School Uniform Policy

Resolved: Governors approved the new attendance policy

64 GOVERNOR LINK VISITS

Governors were presented with report forms for DS and Catch up funding visits prior to the meeting. A safeguarding visit has taken place and the report will be circulated shortly.

DS report:

- FSM in line with national average, little changes in overall numbers following the pandemic
- Attendance officer is working hard to encourage minority students in Year 9 and 10 to attend
- British Values are a part of everyday school life

Catch-up Funding Report

- Documents related to catch up funding are easy to find on the website and clear what the school's intended strategy is.
- Discussed information on the monitoring systems used during lockdown to identify students to be targeted with tutoring/intervention.
- Discussed tutor time being re-established.

ACTION: Most recent Safeguarding Visit report to be shared with Governors.

65 GOVERNOR TRAINING AND SUPPORT

- Offer of OFSTED preparation for LGBs 15 September 6 – 8 pm Wolfreton
- All Governors were reminded that the minimum requirement is to complete two NGA modules per year

66 AOB

Governors requested an additional meeting to be put in which will be a short catch up with GC before the school breaks for Summer.

ACTION: AO to circulate possible dates for additional meeting

67 DATE OF NEXT MEETING

The 2021/22 meeting calendar will be issued as soon as possible

68 ACTION POINTS

68a ACTION: Most recent Safeguarding Visit report to be shared with Governors (minute 64)

68b ACTION: AO to circulate possible dates for additional meeting (minute 66)

The meeting closed at 7.05pm