



## Local Governing Body Meeting

Thursday 19<sup>th</sup> January 2023 18:00

### MINUTES

#### MEETING HELD IN THE LIBRARY

#### PRESENT

John Hannyngton - Chair                    JPH  
 Alastair Ogle - Exec Head                AO  
 Kate Davis                                      KD  
 Martin Langsdon                            ML  
 Danielle Lloyd-Edwards                 DL-E  
 Becky Shepherd                             RS  
 Alex Steward                                 AS

#### ATTENDING

Sarah Rankin – Clerk                    SR

#### ACTIONS challenges DECISIONS

#### 1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the meeting. DL-E was welcomed to the Board as new Parent Governor. There were no apologies and no declarations. It was noted that RS will arrive after parents evening. Governors were advised that JH has stood down from the Board.	

#### 2. CODE OF CONDUCT

	ACTIONS
The Clerk circulated the updated Code of Conduct for Governors in advance of the meeting. This was agreed and signed by the Chair.	

#### 3. MINUTES OF THE MEETING OF 24<sup>TH</sup> NOVEMBER AND MATTERS ARISING

	ACTIONS
The minutes were approved for accuracy.	
<b>Matters arising:</b> <i>Communication with the finance department:</i> AO advised that monthly reports are now being received and training has been given with the new system. Data can be accessed by the Head at any time.	
<i>Year 8 parents evening:</i> AO advised that the calendar for next year has not yet been looked at.	



## 4. HEADTEACHER'S REPORT

	ACTIONS
<p>Governors examined the Sheringham on a Page summary document. The following was highlighted:</p> <ul style="list-style-type: none"> <li>• Now 2 LAC</li> <li>• 124 students are leaving year 11 with 113 coming into Year 7. The local demographic in the catchment area was flagged, with a dip in Year 4 with 40 less students than the current Year 7.</li> <li>• Sixth form needs to grow. Current numbers are not enough for it to be independently financially viable. RS and RK were thanked for their work on recruitment with 122 applicants thus far in contrast to 69 applicants this time last year. A wider range of courses are on offer such as mechanics, with construction and travel and tourism as possible future courses.</li> <li>• Safeguarding audit: taking place at the beginning of February</li> <li>• SEN funding: additional £28k this year through high needs applications.</li> </ul> <p><b>Governors flagged the loss of some students' ability to study due to home learning during the pandemic, and asked how this is being managed.</b> The Exec Head advised that any gaps will be identified after the GCSE mocks, with interventions put in place and plenty of practice questions.</p> <ul style="list-style-type: none"> <li>• P8 just above national average at +0.02</li> <li>• HPA (High performers) a disappointing -0.54 against national average.</li> <li>• Attendance 88.91%, below the national average of 91.3%. It was noted that pre-Covid the national average was 94%. It was acknowledged that SEND attendance is significantly lower, and this can affect the overall percentage for attendance.</li> <li>• Exclusions data: it was noted that although numbers are high, a core group of students are presenting defiant behaviour.</li> <li>• Managed moves: four students taken in the Autumn term, all of which have been successful.</li> <li>• SEF: good in all areas. Target to reach outstanding in Personal Development.</li> </ul>	
<p><b>Data:</b> KS4 and KS5 data was examined by Governors who found the new ALPS benchmark very useful. It was noted that there is only 1 KS5 drama student. AO advised that collaborations take place with other institutions.</p>	
<p><b>Curriculum from 2023:</b> the curriculum map was circulated in advance of the meeting for information.</p>	
<p><b>Summary of actions re Focus Areas:</b> The SIDP was tabled at the meeting. <b>Governors felt the priority on a page document sitting behind each SIDP priority provides a clear plan.</b></p>	
<p><b>SEND report:</b> An update to Governors from the SENDCo was circulated prior to the meeting. The SENDCo's considerable support fighting cases with the LA was acknowledged.</p>	
<p><b>Update on Year 12 Maths retakes:</b> Four out of seven students have now passed GCSE maths.</p>	
<p><b>Woodfields:</b> AO reported that conversations are being held regarding curriculum development and shared CPD where relevant. Woodfields have offered SHS the use of their hydrotherapy pool where appropriate. A bid is being submitted for the refurbishment of The Patch. <b>Governors were pleased to see strong partnership work starting.</b></p>	



<p><b>Teachers strike:</b> the Executive Head reported that there are 10 – 12 staff in the NEU union who may well strike on Wednesday 1<sup>st</sup> February. It was noted that it may be necessary for one or two year groups to be closed. If this becomes necessary it was confirmed that the lower year groups will close to lessen the impact on the GCSE or A level years.</p>	
<p><b>Recruitment:</b> The challenge of recruiting teaching staff was discussed. The Exec Head reported that UEA is no longer offering PGCE courses from 2024 due to lost accreditation. However, it was noted that SHS is the lead school with the Norfolk Teacher Training Centre (NTCC), so 36 trainees will come for training onsite in the Autumn Term. The students will also visit other high schools in the Trust. <b>Governors asked whether SHS benefits financially from the arrangement.</b> This was not confirmed.</p>	

**5. UNIFORM PROPOSAL**

	ACTIONS
<p>The Exec Head discussed the feedback from the consultation exercise and having taken into account the views of parents, the SLT’s proposal was confirmed as follows:</p> <ul style="list-style-type: none"> <li>• Delaying changes (for most until September 2024)</li> <li>• Allowing students to wear the new uniform prior to official implementation to avoid purchasing uniform that would only be used for a short period of time</li> <li>• Providing a free first blazer to every student</li> <li>• Providing an option of clip-on tie or a traditional tie</li> <li>• Providing the option of a black V neck jumper (unbranded and therefore available widely and cheaper)</li> </ul> <p>It was noted that Year 7 will wear the new uniform from September 2023. Hoodies will no longer be available to purchase. <b>Governors felt the phased approach was correct. Governors agreed that the offer of both a standard and a clip-on tie was sensible.</b></p> <p><b>GOVERNORS APPROVED THE UNIFORM PROPOSAL.</b></p> <p>Next steps: AO confirmed he will write individual letters to each year group to explain the new uniform rules. Suppliers will be contacted and the Student Council will look at badges.</p>	

*RS arrived at 7pm*

**6. SAFEGUARDING**

	ACTIONS
<p>Governors has sight of the newly structured Pastoral Team with a new post of Inclusions Manager. The Chair reported on his regular meeting with DSL BP, and the meeting regarding the SCR with VC.</p> <p>The current numbers of active cases were discussed. <b>Governors were alarmed at the number of cases assigned as ‘Child sexual exploitation’ and asked for further clarification.</b> It was confirmed that this could be students sharing images, mixing with sexually active students and general vulnerabilities.</p>	



7. INFORMATION DISSEMINATED FROM THE TRUST BOARD

	ACTIONS
<p>Governors were reminded of the Trust-wide live training taking place for Governors at the following times:</p> <p><b>Knowing your School &amp; Ofsted</b> on Tuesday 14th March 2023 from 7-9pm.</p> <p><b>Effective Governance</b> on Tuesday 16th May 2023 from 7-9pm.</p> <p>In addition, for Chairs and Vice Chairs: <b>Risk Management</b> on Tuesday 9th May 2023 from 7-9pm.</p> <p>Due to a clash with the LGB meeting on 16<sup>th</sup> May, it was agreed to start the meeting at 5pm to allow Governors time to get home before the training starts at 7pm.</p>	

8. POLICIES AND DOCUMENTS

	ACTIONS
<p>The following policies were circulated to Governors shortly in advance of the meeting.</p> <ul style="list-style-type: none"> <li>• Relationships and Sex Education Policy</li> <li>• Careers Policy</li> <li>• LAC / PLAC Policy</li> <li>• Recovery Premium Policy</li> <li>• Lone working and home visits Policy</li> <li>• Medicine and Medical Needs Policy</li> <li>• Behaviour Policy (note red text on page 3 change)</li> <li>• Charging and Remissions policy</li> </ul> <p><b>Governors asked for an extension to consider them, given the number of policies.</b> It was agreed that Governors will let the Clerk know by 27<sup>th</sup> January whether they approve the policies.</p>	ALL

9. GOVERNANCE

	ACTIONS
<b>Governor Recruitment update:</b> the need to continue to look for new governors was discussed.	
<b>Governor Roles and Monitoring:</b> ML meeting with SENDCo on Monday. KD has been in to discuss literacy with AS. ML taking safeguarding training on Monday.	

10. INFORMATION FOR THE TRUST BOARD

	ACTIONS
None.	

11. CHAIR'S BUSINESS/CORRESPONDENCE

	ACTIONS
JH will report back after next Chairs' meeting.	



**12. ACTION LOG**

	ACTIONS
Updated and actioned.	

**13. DATES AND TIMES OF NEXT MEETING**

	ACTIONS
<b>Thursday 21<sup>st</sup> March 2023 at 6pm</b> Last meeting of the summer term will be rescheduled at the next meeting.	

**14. A.O.B.**

	ACTIONS
<b>Mid-term academy review:</b> This is taking place on 26 <sup>th</sup> January at 0900 with AO and the CEO. JH advised he is unable to attend and asked Governors if anyone would be able to take his place, and if so to let AO know.	

With no other business, the Chair closed the meeting at 19:50

**Date of next LGB meeting: Tuesday 21<sup>st</sup> March 2023 at 6pm**