



Local Governing Body Meeting

Tuesday 26th November 2024 at 5pm

MINUTES

MEETING HELD IN THE LIBRARY

PRESENT

John Hannyngton – Chair	JH
Dawn Hollidge- Head of School	DH
Kate Davis	KD
John Perrem	JP
Alex Steward	AS
Rachel Welch	RW
Charlotte Lucas	CL

ATTENDING

Sarah Rankin – Clerk	SR
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ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
JH welcomed Governors to the meeting. CL was welcomed to the Board as staff governor and introductions were made. There were apologies from GP and ML. There were no declarations.	

2. MINUTES OF THE MEETING OF 1ST OCTOBER AND MATTERS ARISING

	ACTIONS
The minutes from the meeting of 1 st October were approved for accuracy following two corrections.	
Matters arising: There were no matters arising not covered by the agenda.	

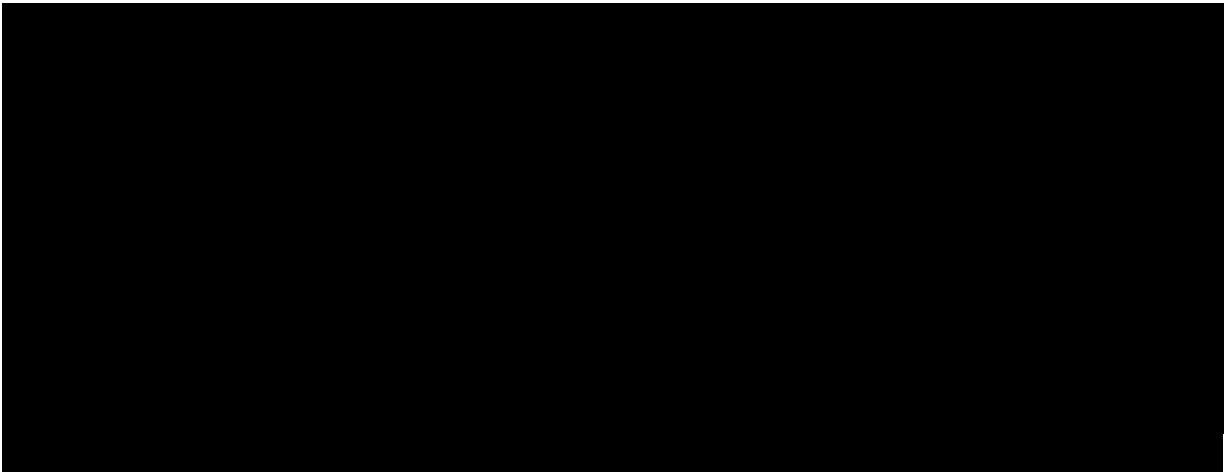
3. HEAD OF SCHOOL'S REPORT

	ACTIONS
<p>Sheringham on a page: DH observed the following:</p> <p><i>Data:</i></p> <ul style="list-style-type: none"> • P8 is looking encouraging at 0.29 • English results look to improve this year following the change in curriculum which affected last year's cohort. • Change of exam board in Maths, new procedures working. • All measures put in place are making a positive impact 	



<ul style="list-style-type: none"> GCSE mocks in January may alter the picture slightly. It was noted that teachers will not predict more than one grade higher than mock results. SISRA data analysis system introduced with a view to replace ALPS. Boys making better progress than girls at the moment <p><i>Redacted:</i></p> <div style="background-color: black; height: 15px; width: 100%;"></div> <ul style="list-style-type: none"> Interventions now in place for year 11s where needed New initiative – scholarship group formed of 30 high prior attainers. First meeting has taken place with a really buzzy atmosphere. Plans include a trip to Bletchley, Cambridge, debates and lectures with the aim of encouraging an attainment culture. 	
<p><i>Behaviour:</i> Learning walks were discussed where SLT are looking at the experiences of students and embedding a learning culture. Teachers are finding visits supportive. Governors asked about the impact of learning walks on behaviour. It was confirmed that behaviour is improving evidenced by the reduction in the number of students being removed to the isolation room. DH advised that the isolation room has been relocated to the Sixth Form building and is being staffed by SLT. This is in itself proving to be a deterrent to poor behaviour with significantly fewer suspensions noted by the Head of School. Governors discussed their children’s experience of behaviour in the classroom and the system of managing behaviour was clarified.</p>	
<p><i>B11 report:</i> This review took place on 8th and 9th October and the report was shared with Governors in advance of the meeting. DH advised that SLT is largely pleased with the report with nothing unexpected identified. There were lots of positives highlighted including behaviour. High prior attainers were identified along with disadvantaged students, both of which are already being worked on via the SIDP. Some very useful feedback was received particularly around higher prior attainers. This has lead to a booklet of 7+ resources being produced for each department with clear advice on how to push up grades for this group. Governors requested sight of this useful resources. DH to bring to the next meeting. Adaptive teaching was discussed. Governors asked whether this puts more pressure on staff. DH advised that adaptive teaching has always taken place, noting that this was formerly known as ‘differentiation’. It was confirmed that teachers are now adapting for all levels of learning with training being provided on the feedback from the report. DH advised that the reading age test results have now been received and that this data will be on students’ mark sheets. This will help teachers ensure accessibility of learning. DH confirmed that further CPD will be delivered on adaptive teaching this year. Governors asked how regularly this review takes place, observing that this was scheduled during an exceptionally busy term for staff. DH advised that this review was a one-off and agreed that the scheduling was poor given that there were two parents’ evening during this half term. It was confirmed that the scheduling was a Trust decision.</p>	DH
<p><i>Attendance:</i> DH reported that this is looking really positive with persistent absence reduced. It was acknowledged that there is still work to be done, however levels are moving in the right direction. Sixth form attendance has also improved with effective new systems in place. The rewards system was discussed and it was noted that this is bringing a cultural change to the school with students proud to display their badges on their blazers. DH to bring the rewards booklet to the next LGB meeting for Governors to see.</p>	DH
<p><i>Staffing summary:</i> Performance management and pay progression reviewed by Governors.</p>	



<p><i>Finance:</i> redacted</p> 	
<p><i>Risk Register:</i> DH presented the risk register. This new document identifies the key risks to running the school, the consequences of each risk and the steps in place to mitigate the risk. Risks are rag rated and monitored. Governors were assured that adequate measures and monitoring are in place. There were no questions. This document will be reviewed by Governors on a termly basis as per the new Scheme of Delegation (second meeting of each term).</p>	

4. SAFEGUARDING

	ACTIONS
<p>The Annual Safeguarding report to Governors was circulated in advance of the meeting. There were no questions. It was noted that there are a couple of outstanding items: the self-review tool for safeguarding and child protection (this term) and the online safety self-review (next year when IT glitches are sorted).</p> <p>Governors agreed that BP and his team continue to do an excellent job regarding safeguarding, with the area being well managed. Staff continue to be kept up to date with regular updates. GP raised the following queries by email:</p> <ul style="list-style-type: none"> • date check on intimate care policy update. Clerk to contact BP • training records: DH confirmed these are kept and maintained electronically by NC • Monthly budget reports – DH will bring to the next meeting. <p>Other documents circulated for information: consequences grid, list of safeguarding incidents this term and JPH’s monitoring report.</p> <p>Safer recruitment training was discussed. JPH is currently trained. KD will refresh her training.</p>	<p>KD</p>

5. INFORMATION DISSEMINATED FROM THE TRUST BOARD

	ACTIONS
<p>Discussed above under Head’s report.</p>	



6. POLICIES AND DOCUMENTS

	ACTIONS
<p><i>Pupil Premium strategy 24-25:</i> Shared with Governors in advance of the meeting. Governors thanked DH for the detailed report. DH noted that funds are being allocated in the most productive way with a focus on attendance and literacy levels.</p> <p>Uniform was discussed. PP students are eligible for help with the cost of uniform. DH advised that a second-hand uniform shop will be established going forward.</p> <p>KD raised struggling families at Christmas and wondered whether the school could help families with a scheme similar to the Toys and Tins appeal run by the Salvation Army. DH stated that Tash and Stacey have an awareness of our struggling families. KD suggested contact with the Pools and Ploughlets - a local charity which supports families in Sheringham. DH will look into this.</p> <p>Governors approved the Pupil Premium strategy. This will now be published on the website.</p>	DH

7. GOVERNANCE MATTERS AND MONITORING

	ACTIONS
<p>The Chair thanked Governors for their monitoring reports which paint a very positive picture of the school.</p> <p><i>Open evenings:</i> KD reported on the open evenings which were a great success. Staggered presentations worked well. The presentation of Daisy Pulls it Off in the Drama studio was excellent.</p> <p><i>Literacy:</i> It was confirmed that Cat Smith is the newly appointed literacy coordinator. KD will meet with her next term.</p> <p><i>Succession planning:</i> Discussed. It was suggested that a new governor with experience in finance would be very beneficial to the Board.</p>	

8. INFORMATION FOR THE TRUST BOARD

	ACTIONS
<p>Governors agreed that the Trust should be made aware that recent communication with staff has been poor and the mode of delivery of recent news insensitive. Governors agreed that the news could have been handled more sensitively if it had been delivered by the Head of School. Governors asked that this view be channelled to the Trust.</p>	

9. CHAIR'S BUSINESS/CORRESPONDENCE

	ACTIONS
None.	



10. ACTION LOG

	ACTIONS
Up to date.	

11. DATE AND TIMES OF NEXT MEETING

	ACTIONS
Tuesday 4 th February at 5pm.	

12. A.O.B.

	ACTIONS
AS tabled the Library Manager's report to Governors. This included details of the effective use of the library and resources, the EPQ, promoting reading for pleasure, supporting the curriculum, support and sanctuary, student involvement and stock. AS advised Governors that more and more librarians are being challenged over the books that are on their shelves, as observed in the CILIP article, also circulated. AS requested approval from the LGB regarding the stock selection in order to protect the right of students to choose. The library policy was also shared. For approval at the next meeting.	ALL

With no other business, the Chair closed the meeting at 7.00pm

Governors remained to complete the annual self-evaluation exercise.

Date of next LGB: Tuesday 4th February 2025 at 5pm