

Date: 17th February 2022 at 6pm.

Present:

Mr R. Benson (Chair)
Mr M. Hickton
Mr R. Machin (RM)
Prof T. Sadat-Shafai
Mr U. Smith (US)
Mrs J. Turner (JT)
Mr J. Green (JG)
Miss M. Haran (MH)
Mr C. Hepting (CH)

Absent: Mrs L. Beardmore (LB)
Mrs S. Jorgensen (SJ)

In attendance:

Mr J. Barlow (JB) (Headteacher)
Mrs L. Darling – Deputy Headteacher (LD)
Mr M. Warren - (Deputy Headteacher) (MW)
Miss L. Salt – Assistant Headteacher (LS)
Mr E. Tyrrell – Assistant Headteacher (ET)
Miss J. Boulton – Assistant Headteacher/Leader of Sixth Form (JB)
Mrs H. Vale – Curriculum Team Leader (HV)
Dr A. Howells – TLA Director of Quality (AH)

Clerk: Mrs C. Gritton

Administration

1. The Chair welcomed everybody to the meeting and quoracy was confirmed. Apologies were received and accepted from LB.
2. Future Meeting Administration – A report by AH. **Paper 2.0 Future Meeting Administration** uploaded to Governor Hub (GH) prior to the meeting, was **received**. **Governors reported that** they felt they had lost some contact with the school and the ability to drill down into issues had been diminished following the removal of the LGB sub-committees, following the KMAT and Cmat merger and COVID. **Governors reported that** whilst the raising of questions before the meeting was helpful, it could discourage spontaneous discussion. Governors were assured that asking pre-meeting questions would not preclude questions and discussions during the meeting. Governors were further assured that the key responsibility and focus for LGBs is the oversight of education provision and to that end, TLA is looking to induct, train and equip Governors with the knowledge and skills needed to carry out that governance role efficiently and effectively. Governors were invited to send any comments with regard to Paper 2.0 to AH or to the Clerk.
3. There were no declarations of personal or prejudicial interest. Governors were reminded to complete the TLA Code of Conduct Confirmation on GH, as the document was updated in February 2022.
4. The Minutes of the CHS LGB Meeting held on 11th November 2021 were **approved**. There were no matters arising.
5. LGB Appointments **It was confirmed that** CH, whose Term of Office as Appointed Governor, expires July 2022, would like to be reappointed for a further term of 4 years and the Clerk will prepare the paperwork to put the recommendation to the TLA Governance and Search Committee.
6. Matters for the Trust Board to Share with the LGB – Nothing to report.

7. Admissions' Update

7. Admissions Update – **Paper 7.0 Admissions and Expansion Proposals** uploaded to GH prior to the meeting was **received**. **Recommendation:** That CHS admit to 225 in September 2022 and amend its Admissions Policy for 2023 to a Published Admission Number (PAN) of 230. Governors were reminded to familiarise themselves with the CHS Admissions' Policy.
 - **Governors asked why the LA was not funding the entirety of the planned build. It was reported that** the LA fund on basic need and CHS has taken the opportunity to extend the build to fulfil additional hall space, catering and office needs. CHS' healthy reserves put it in a comfortable position to do so.
 - **Governors asked how the 8-form entry modelling will impact on the narrow corridors and lunchtime challenges already faced by the school. It was reported that** the people flow challenges would continue to be managed rather than solved. The infrastructure changes will increase examination and catering spaces and the building of another block will reduce foot traffic around the current buildings.

Some initiatives born out of Covid issues will also be retained, such as staggered lunches and the decreased use of bells to encourage natural, staggered movement around school.

- **Governors asked how the increased student numbers will impact on the external road issue. It was reported that** the school continues to discuss this matter with the Local Authority (the LA) and the recent Safeguarding Children in Education Settings (SCiES) report supports the school's concerns about students', parents' and community safety.
- **Governors asked whether there is any intention to increase student numbers in other year groups. It was reported that** there was no intention to increase any current year group other than the new Yr7 cohort. The proposal is a 5-year growth plan.
- **Governors asked how the school will house the eventual growth in sixth form numbers. It was reported that** it will take a few years for the sixth form to grow from this growth plan. Yr11 currently has 210 students and current sixth form applications for 2022 stand at 169. The sixth form curriculum can be expanded if needed as some subjects are currently under capacity and the sixth form space has recently been altered to provide increased workspace.
- **Governors noted that some rooms such as science labs, do not have the capacity for additional students and increased numbers will lead to an increase in SEND student numbers and asked how increased numbers will impact on the quality of teaching and on staff wellbeing. It was reported that** modelling exercises work on class sizes of 30, which does work in CHS. Operational ways of managing movement will be considered to ensure the school has the building, classrooms, resources, teaching and support staff, to provide the best education for its students. Staff wellbeing is always an important focus for the school and the longevity of the proposed plan allows CHS to manage growth.
- **Governors asked what increase in teaching staff numbers would be needed to teach the proposed increase in student numbers. It was reported that** the increase from 7-form entry to 8-form entry would be an increase of only 1 class, necessitating the need for 1 additional teacher. Plans have been modelled on a 3-year plan and would be kept under review as to whether more teachers were required.
- **Governors asked whether staff workload would increase due to the additional students in the school. It was reported that** SLT are working on strengthening staff resources in teaching and support staff roles, to support the additional students, but staff workload should not increase.
- **Governors asked the start date of the build. It was reported that** the start date should be 1st September 2022 and there will be a separate work access (with planning permission), to the side of the sixth form centre. A phased build should see completion by 2024.

Governors US and RM were thanked for agreeing to sit on the in-year admissions' panel.

By unanimous vote, it was agreed that CHS should admit up to 225 students in September 2022.

By unanimous vote, it was agreed that the PAN in the CHS 2023 Admissions' Policy would be increased to 230.

8. School Performance

8.1 Year 11 / 13 Performance Data Paper 8.1 Performance Data and Y11 Intervention Plan uploaded to GH prior to the meeting, was received.

- **Governors challenged the school to explain what was being done to prepare students for this summer's examinations. It was reported that** the mechanics of the mock examinations went well and students had the best ever attitudes to them. CHS provided a lot of educational and emotional support to prepare students for revision and examinations. The impact of that support will be analysed this week.
- **Governors asked what support was provided to families so they could support their children during revision and examinations. It was reported that** information to support their children was presented in meetings and sent out via electronic communications. Family engagement was, generally, very good.
- **Governors queried whether students were on track to achieve the high Y13 targets. Governors asked for confirmation that the challenging targets were achievable. It was reported that** they are currently below target, but that was not unexpected at this time of year. Schools are not yet certain as to grade boundaries as the Government has not yet provided detailed information. CHS sets challenging targets, aiming for FFT20 (20th percentile progress based on Fisher Family Trust benchmarks). There is a Government push for schools to not publish progress data and Cheshire East Headteachers have written to the Government to ask why schools are being encouraged to publish some, but not other

data. It is thought that there will be a greater focus on attainment than on progress and CHS' mock examinations' data is being collected and analysed. Staff aim to embed high aspirations throughout the school with aspirational targets measured at different levels for different students.

8.1.1 **It was reported that** whilst there is no clear tracking model on KS2 results, it appears that the gap between Pupil Premium (PP) and non-PP students is closing when compared to 2019 data. Overall progress had dropped, but PP progress less so.

- **Governors wanted to know what strategies have been used to close that gap and what is being done to address specific risks where students are at risk of falling short.** It was reported that risk management and interventions were very detailed, focusing on individual needs in areas such as attitude to learning, attendance, discipline and reading age.
- **Governors noted that whilst it good that the PP gap was closing, it was of concern that overall progress had dropped and asked whether standards were not as high as previously and whether that trend was being seen in other schools.** It was reported that this overall drop was in progress and it is thought that national Progress8 figures will be lower. PP student engagement had been particularly challenging throughout Covid and schools with a high proportion of PP students had been disproportionately affected in terms of progress data.
- **Governors asked whether this fact was acknowledged by the Government and whether schools have been offered support to improve the situation.** It was reported that there had been no Government recognition of the data analysis so far.

8.1.2 **It was reported that** a new scheme has been introduced to measure knowledge acquisition, that now being the KS3 focus. Covid slowed progress on the measurement scheme, but this is now being advanced.

- **Governors asked whether parental communications are effective.** It was reported that the mechanics of communications are improving and improved IT systems are providing a greater wealth of data which can be shared. The next step for the school is to consider how parents should use that data. The school will consider the use of information videos for parents, following a recommendation from Governors. **A Governor** who is a parent of a student at CHS **reported** that they were reassured to see an acknowledgement that standardisation of criteria applied across different subject areas was being improved.

8.2 Covid Recovery & 'Growth' – Summary A report by HV. **Paper 8.2 Covid Recovery and Growth** uploaded to GH prior to the meeting, was **received.** **It was reported that** every aspect of school life has been affected by Covid and the RAG-rated Measures for Assessing Recovery CHS – Spring term 22 in Paper 8.2, shows the direction of travel in each area. SLT are now beginning to focus on growth, rather than recovery and are planning the priorities for the next 3 -5 years.

- **Governors asked for confirmation that the school is confident that the data underpinning the assessments is objective and asked is progress commensurate to our expectation?** it was reported that data is gathered from many sources, both qualitative and quantitative and the varied ways of effectively measuring that data, ensure it is as objective as it can be.
- **Governors asked whether the school has the funding it needs for any major issues going forward.** It was reported that funding is in place and can be carried over school years, so can be utilised for initiatives such as counselling and behaviour recovery support and summer term interventions can be implemented in subjects such as languages, where it may be beneficial to bring in additional resources.

8.2.1 **It was reported that** online Parents' Evenings were a great success and will be retained. However, online parent information evenings were less successful, but the school continues to find different strands to engage as many parents as possible.

- **Governors noted that curriculum requests for funds may continue and asked how the school measures the impact of the initiatives.** It was reported that curriculum leaders will be consulted and data analysed.
- **Governors asked whether there was a risk that the particular risks of sub-characteristics could be masked by the overall pupil performance.** It was reported that SLT had been very aware of that risk, so MW and LS check risk registers for each student's individual circumstances. Governors were reminded that a Governors' working party had been established to support HV and the school in this important piece of work.

9. Action Plans and Updates

- 9.1 Safeguarding / Behaviour / Attendance / SEND / Disadvantaged** A report by LD. **Paper 9.1 Safeguarding, SEND, PP, Attendance** uploaded to GH prior to the meeting, was **received**.
- 9.1a Attendance Update Paper 9.1a 2022-02-04 Attendance Update – February** uploaded to GH prior to the meeting, was **received**. It was reported that attendance is down on 2019 figures but is in line with the national average. Governors expressed concern and were reassured that the school viewed raising attendance very highly and had implemented a number of strategies supported by a senior member of staff.
- 9.1b RBFL Update (Recognition and Behaviour for Learning) Paper 9.1b 2022-02-04 RBFL Update – February** uploaded to GH prior to the meeting, was **received**.
- **Governors wanted confirmation that the school has the expertise it needs to deal with behaviour issues and whether the school uses a multi-agency approach.** It was reported that the school welcomes strong relationships with external agencies such as community policing, and SCiES teams. In addition, the school has strong role models to support challenging groups and a number of initiatives have been put in place to address poor behaviour, including improving parental engagement, removal of barriers to good behaviour and instilling awareness of consequences.
 - **Governors asked whether the school has consistency of approach to rewards.** It was reported that the school is redressing the balance of KS3 and KS4 working within the system already in place and Recognitions for KS4 have already increased.
 - **Governors asked whether those students who exhibit poor behaviour in Yr9, were identified in Yr7 and supported.** It was reported that staff are practised at identifying early behaviours which may indicate additional support may be needed. Students' individual needs are identified and positive outcomes have been reported.
- 9.1b.1** It was reported that the issues surrounding the local shopping centre and community complaints about CHS students, appear to have been resolved by the presence of SLT at the shopping centre. The community are reporting positive reactions to the school's interventions and SLT report their presence is now viewed as positive community communication.
- 9.1.b.2** **Governors noted** the positive outcome of the CHS SCiES Safeguarding review on 27 January 2022. Key findings were around the fencing, gate and road, as anticipated. Staff and students represented the school well and there was recognition of the good systems, reporting and logging of issues and of the safeguarding team's work. The report had asked students whether they felt safe in the school and there was a strong affirmative response and students struggled to suggest improvements. One suggestion made was that KS3 and KS4 students could have different toilets. Staff appreciate this enhancement and are considering the reasons behind the suggestion.
- 9.1c Key Group Headlines Paper 9.1c 2022-02-04 Key Group Headlines** uploaded to GH prior to the meeting, was **received**. **Governors challenged the school to explain the apparent negative direction of travel of some measures.**
- 9.2 Personal Development** A report by ET. **Paper 9.2 Personal Development** uploaded to GH prior to the meeting was **received**.
- **Governors asked whether the school encourages the involvement of alumni to inform students.** It was confirmed that alumni are encouraged to provide careers information.
- 9.3 Teaching & Learning / CPD** A report by LS. **Paper 9.3 T&L and CPD** uploaded to GH prior to the meeting, was **received**.
- **Governors asked how 'The CHS Way' is monitored and measured.** It was reported that the Teaching and Learning leads are in post until the end of the school year and success criteria are being developed. Capacity planning and learning walks will assist in identifying where The CHS Way is not being utilised.
 - **Governors asked how the school ensures staff have enough time to participate in the CPD programmes.** It was reported that staff have a best practice mentor to support them and the spread of workload for mentors is also carefully considered. Some of the learning is online and the professional programmes also provide good support.
 - **Governors asked whether there is an expectation on staff that they have to be in one of the leadership programmes to progress.** It was reported that it is not expected; leadership programmes are designed for specialisms in which teachers are interested, but in which they do not necessarily wish to manage. The programmes enable curriculum leaders to have confident curriculum conversations to engage staff on a regular basis to encourage and support them.

- **Governors asked whether SLT has a clear understanding of every teacher and where they are up to in their professional development. It was reported that** every teacher has a professional learning plan, aligned to school priorities and personal development choices and SLT are clear on where every teacher is in their plan.

9.4 Sixth Form A report by JB. **It was reported that** Key KS5 curriculum plans for 2022/2023 will be in place by the end of this academic year. A written scheme of work has been developed to encourage the mindset needed for A' Levels and that scheme will be introduced to Yr11 students to help them begin to prepare for their A' Levels. An enrichment programme to enhance CVs has produced positive outcomes. National sixth form attendance figures are not published, but information on forums suggests CHS sixth form attendance is above the national average. The development of safeguarding initiatives across the school in general, has benefited sixth form students too. GCSE resit results were above national averages. Applications for September 2022 sixth form intake are at 169 and external applications' numbers are good. An open evening was held for Biddulph High School and feedback was positive.

- **Governors asked about the capacity of the sixth form building. It was reported that** the building size overall is an issue, but that class sizes are small. The sixth form centre could be overcrowded, but some students are allowed to do home study if their attitude to learning and behaviour are suitable and this does alleviate some overcrowding.
- **Governors asked whether examinations are an issue for students who have not yet sat external examinations due to Covid. It was reported that** the students were provided with a lot of preparatory work, including preparation to get into the right frame of mind, prior to their mock examinations. Support continues after mock examinations with pastoral support and targeted interventions where needed.
- **Governors asked whether staff are seeing increased anxiety in sixth form students. It was reported that** increased anxiety is being experienced by students and the support systems are the same as those in the lower school.

9.5 Curriculum A report by MW. **Paper 9.5 Curriculum** uploaded to GH prior to the meeting, was **received**.

- **Governors asked whether the English Baccalaureate (EBacc) element was embedded at KS4. It was reported that** EBacc is embedded at KS4 as KS4 models are based strongly around the EBacc. Over 85% of students are now taking a language and there is a good range of options.
- **Governors asked whether all Yr9 had now chosen their options. It was reported that** the majority of students had made their options' choices known and there were very few left to resolve. MW reminded Governors that CHS curriculum model is on the CHS website.

9.6 Parent Survey – outcomes Paper 9.6 Parent Survey Results – February 2022 uploaded to GH prior to the meeting was **received. It was reported that** there were 92 responses to the survey, which was a similar figure as responded to the last Ofsted survey. The results have not yet been fully analysed and the Headteacher will report back to parents and carers after half term. **The Headteacher confirmed that** the survey is carried out annually.

9.7 Strategic Plan and whole school priorities 2022-23 **It was reported that** the Trust will be providing its schools with a strategic plan template and it is believed that CHS' 5 current priorities: (Strong leadership at all levels, Attendance Strategy development, Teaching and Learning development, Embedding of the curriculum and Ensuring data has the maximum impact), will complement that plan to ensure best practices across the school. It is hoped that a draft plan can be provided to Governors at the summer meeting.

9.8 Ofsted Preparation Paper 9.8 Ofsted Preparation uploaded to GH prior to the meeting, was **received**. Governors thanked all presenters for the updates and for their hard work.

10. Governor Visits

10. Governors were reminded that there were no longer Curriculum Area Link Governors but a Governor Working Party has been established to support the 'Growth' project. In addition, there are three formal governor link roles: US is the SEND Governor, RM is the Staff Welfare Governor and the Chair is the Safeguarding Governor. Governors were reminded that they are always welcome in school and to contact the Headteacher if they wish to visit.

11. Policies

The following Policies had been uploaded to GH prior to the meeting:

11.1 Recognition and Behaviour for Learning Policy

<p>11.2 Attendance Policy</p> <p>11.3 Transgender Policy</p> <p>11.4 Cared For Children Policy</p> <p>11.5 Drugs Policy</p> <p>11.6 SEMH Policy</p> <ul style="list-style-type: none"> • Governors asked whether a Governor had been appointed with regard to the requirement under the Cared for Children Policy. It was reported that this fell under the remit of the Safeguarding Governor. <p>All Policies listed above were unanimously approved.</p>
<p>12. Governor Training</p> <p>Governors were reminded to check their NGA logins and report any issues to the Clerk.</p>
<p>13. Finance Update</p> <p>13.1 The COO had sent his apologies prior to the meeting but had advised the Headteacher that P5 monthly management accounts would be posted shortly and were similar to P4 accounts, but stronger. Budget setting has accounted for the school having a 6-month period where it is out of contract for its utilities. The Headteacher reported that Covid necessitated the need for agency staff to be used for the first time in a long time, but costs remained within budget.</p>
<p>14. Matters to Share with the Trust Board</p> <p>14.1 Governors would remind the Trust Board of their request for the Trust to consider more cost and time efficient ways of dealing with in-year admissions.</p> <p>14.2 Governors would remind the Trust Board of their request for the Trust to consider appointing a centrally based Educational Psychologist or other mental health support professional.</p>
<p>15. Any Other Business</p> <p>15.1 The Art Department are planning a trip to New York in November 2023, at a per student cost of £1600. The trip has previously been an inspirational success.</p> <ul style="list-style-type: none"> • Governors asked how many students were needed to make the trip viable and whether there are any financial grants or support available for students. It was reported that a minimum of 30 students was required for the trip to be financially viable. Fundraising opportunities will be available and there are financial supports and payment plans for families who could not otherwise afford it. <p>Governors unanimously approved the trip.</p>
<p>Next Meeting : Thursday 16th June 2022 at 6pm</p>
<p>Meeting Closed 8:35pm</p>

Signed.....Date.....