



**SIR WILLIAM STANIER SCHOOL LGB
Part 1 Meeting Minutes**



Date: 9th February 2023 at 4:30pm

Present:

Mrs M. Massey (Chair)
Mr S. Houlston (SH)
Mrs J. Young (JY)
Mr D. Jobling (DJ)
Mrs P. Simpson (PS)
Mrs S. Kay (SK)

Apologies:

Mrs L. Hodgkison (LH)

In attendance:

Miss N. Gregg – (NGr) – Principal
Miss N. Glynn – Associate Assistant Principal and
Deputy Safeguarding Lead (DSL) (NG)
Mrs E. Johnson – Director (English)

Clerk: Mrs C. Gritton

Administration

1. The Chair welcomed everybody to the meeting, particularly new Parent Governor SK. Apologies were received and accepted from LH and the meeting was **quorate**.
2. There were no declarations of personal or prejudicial interest.
3. Minutes of Previous Meeting– The Minutes of the LGB meeting held on 17th November 2022, uploaded to Governor Hub (GH) prior to the meeting, were **approved** as a true and accurate record. Matters Arising: Governors confirmed that they understood the process of the quality assurance toolkit. **It was reported that** curriculum leaders are informed of the areas they are to quality assure, over a finite period, then SLT carry out a quality assurance of what curriculum leaders report.
The school continues to look to encourage parents to become a Parent Governor and is particularly mindful about the representation on the LGB of the English as an Additional Language (EAL) pupils at the school.
The Action Log was updated as noted therein.

4. School Performance

Paper, Principal’s report LGB Feb 2023 updated, uploaded to GH prior to the meeting, was **received**.

- 4.1 SIP (School improvement priorities) **It was reported that** a Trust template had been shared with the school earlier in the week and **it was agreed that** the item could be deferred to the May 2023 meeting **[ACTION: SLT]**.
- 4.2 Admissions and pupil number update **It was reported that** current applications for 2023 number 168, of which 120 are first choice. **In response to Governor challenge, it was reported that** there is no intention to increase Pupil Admission Number (PAN) during this period of resetting the school. Governors were pleased that the year 7 applications appear to show a positive shift in the reputation of the school in the community. Governors were assured that communication continues to be an important tool in building parent/school relationships, which are also improving. **Challenge: Governors asked whether staff recruitment was still challenging and it was reported that** interviews are being held to fill roles in the Maths department including Head of Maths and that recruitment had a focus on the importance of the school’s ethos and improvement.
- 4.3 Pupil Progress and Attainment **It was reported that** mock data is awaited and interventions will be implemented after half term. Historical results’ patterns have shown that this set of data will probably be the best reflection to predict summer results. It is anticipated that results will be very similar to last year’s and the Trust is of the opinion that this would be reasonable in the circumstances.

- 4.4 Pupil Performance- Careers and Destinations Paper 4.4 Careers the Pledge report SWS term 1 (1)**, uploaded to GH prior to the meeting, was **received**. The school is performing well against the Gatsby benchmarks, with 6 out of the 8 fully achieved and a plan implemented to achieve the 2 which are outstanding. Careers are well embedded in the curriculum and the school has good community employer links and good pupil/employer engagement feedback. Not in Education, Employment or Training (NEET) figures have historically been above the Cheshire East average (mental health issues and attendance being some of the reasons for individual pupils being NEET), but pupils who may be at risk this year of being NEET, have been identified and support and interventions have been put in place. **Challenge: Governors asked how leavers are tracked. It was reported that** the lack of Cheshire East data makes it challenging to track, but the school does its best to do so.
- 4.5 Covid and Pupil Premium (PP) Paper 4.5 Pupil Premium Strategy 2022-23**, uploaded to GH prior to the meeting, was **received**.
- 4.6 SEND** It was reported that the new assistant SENCo is full time and has many years of SEND and Early Help experience. The Trust recognises that SLT does not currently have the capacity it needs and Mrs Hooley will be further supporting the school after the February half term.
- 4.7 Literacy Strategy Paper 4.7 Literacy Action Plan**, uploaded to GH prior to the meeting, was **received**. The Chair reported that the LGB were satisfied with the literacy action plan targets produced. **Governors noted that c.20% of pupils in Yr7 were below chronological reading age and challenge: asked what the school is doing to address that. It was reported that** all pupils who need interventions to close gaps will continue with those interventions until those gaps are closed. This may mean that some pupils are on the Accelerated Reader programme for a considerable length of time, but the school will continue to do what is needed to support them. The school has researched and recently acquired improved, age appropriate reading materials and form times are used as designated reading times across the school. **In response to Governor challenge, it was reported that** the promotion of reading is seen as everyone's responsibility across the school, as it is recognised that reading and comprehensions is needed for all subjects. **It was reported that** pupils are buying into and embracing the support. **Challenge: Governors asked whether parent input is sought for reading support. It was reported that** leaflets had been sent out to parents and carers with information about how to support their child's reading. **Challenge: Governors asked how the school will monitor and assess the impact of the interventions. It was reported that** the Accelerated Reader programme produces data, but the programme's use at the school, is in its early days, so current data is more an analysis of holistic qualitative engagement, which is showing positive results, particularly amongst lower ability pupils and Pupil Premium (PP) pupils. **In response to Governor challenge, it was reported that** the library is well attended and costings are being carried out for the provision of newspapers for pupils in the library, as well as the provision of areas where pupils can gather to discuss newspaper articles.
- 4.8 Reading Survey Results Paper 4.8 Accelerated Reader Profiles – Copy**, uploaded to GH prior to the meeting, was **received**.
- 4.9 Inspection Dashboard Paper 4.9 SWS IDSR Ofsted Data Dashboard**, uploaded to GH prior to the meeting, was **received**.

5. School Welfare

- 5.1 Attendance** It was reported that Yr11 attendance figures remain low and the school is judicious with its targeted support, but attendance remains a priority. **[ACTION: SLT Attendance data will be split to show persistent absences and non-attendance for in-year admissions' pupils, to help understand their stories and identify underlying trends for them and for the rest of the cohort.]** The new platform on which attendance is marked, will assist with the breakdown of data between many criteria. All staff will have attendance targets for their tutor groups and individual lessons, as part of their performance management, to help also manage internal truancy, which is low, but the school would like to be able to identify why pupils are not in lessons so that targeted interventions can be put in place. EAL absence tends to be around form time and the Trust lead has now set up a group to work with and support those students, from which it is anticipated improved attendance overall will be seen. EAL students were identified as feeling particularly affected by negative examination stresses, leading to lower attendance,

so further support has been provided in that regard too. A number of TAs are EAL and are providing great support to EAL students and are dogmatic about attendance.

5.2 Behaviour **It was reported that** the school is working hard to ensure a consistent approach to behaviour and positive relationship building which will positively impact on attendance, as does the newly introduced coaching for staff and offering the right provision for the pupils, whether SEND, Pupil Premium (PP), EAL or otherwise. **It was further reported that** behaviour has shown great improvement and whilst some positive routines are well established, others are still being embedded. SLT detentions are reducing in number; pupils attend and behaviour is good. Toilet interventions continue to work well (including there now being no graffiti and fewer incidents of internal absence where pupils are visiting the toilets in lesson times) and pupils accept that toilets are closed at certain times. Toilet passes are provided where needed. There are fewer fixed term suspensions than this time last year, following a short spike when a hard line was being taken over vaping; vaping is now much less prevalent.

5.3 Governors received the Gatsby Score and benchmarking.

5.3.1 It was reported that the PP Strategy is a three-year strategy and will be uploaded to the school website very soon. Key challenges are still PP attendance, literacy and PP NEET figures. The school has increased the number of Raising Standards Leads (RSLs) to one per year group and are supported by the pastoral team, to ensure PP pupils' needs are met. Initiatives support all pupils, but PP pupils in particular, such as provision of the mini bus, breakfast club, trip funding support, carefully planned seating plans to ensure pupils get the best aspect of teaching and support and targeted accelerated reader reintroduction. The majority of PP funding is utilised to provide the best teaching and learning and this can be further targeted for PP pupils following analysis of the mocks' outcomes. **Challenge: Governors asked how the PP funding is spent in to support the more able of the PP pupils. It was reported that** it is utilised to support employer or engagement experiences, such as the debating competition, music tuition and trips. **In response to Governor challenge regarding numbers of music tuition uptake, it was reported that** uptake is lower than the school would like to see, but work on promoting engagement experiences such as the arts and music across the school is ongoing. **Challenge: Governors asked whether PP pupils' parents are made aware of what is on offer to support their children. It was reported that** the website and emails provide information, but staff are mindful that face-to-face interaction is more productive and are keen to improve parent engagement and increase attendance at parent evenings. **Challenge: Governors asked what the school does to ensure EAL parents are able to access all information. It was reported that** the school ensures it obtains parent/carer contact details and fliers are translated. The school is also mindful of the usefulness of informing and supporting EAL pupils so that they can in turn, also inform and support their parents. **In response to challenge as to whether PP funding is spent as a whole, it was reported that** whilst individual spend data can be obtained for case studies to target pastoral team support, PP funding is used as a whole sum.

5.4 Safeguarding Papers 5.4.1 Safeguarding update 010223 and 5.4.2 SCiES Review Report November 22 Final (1), uploaded to GH prior to the meeting, was **received**. The recent SCiES review was positive regarding the steps the school has taken and the school had already identified the areas for improvement, highlighted by the report. JY is working with the school and a report will be shared with Governors at the end of term, after JY's summer term visit. Governors were pleased with the progress made in safeguarding, noting that it was credit to SLT.

5.5 Middle leader management support structure This report had been shared with Governors at the November meeting.

5.6 Staff Wellbeing **It was reported that** anecdotally, all schools are experiencing some challenges but the school is working closely with the Trust to support staff. Communication remains key and staff understand and support the direction in which the school is going. Those staff who have/or are leaving have taken the time to advise SLT that they are not leaving because of any reasons associated with staff nor the school. The staff wellbeing survey will be repeated in the summer term . **[ACTION NG]**.

6. Policies

6.1 Policy approval- **[ACTION NG: NG will send polices to the Clerk to Clerk for approval by correspondence].**

<p>6.2 Central Policy Register It was reported that the Trust governance team are creating a central policies register with the aim of alignment of review dates and content of policies where possible, across the Trust.</p> <p>6.3 Link Governor Monitoring JY is Safeguarding Link Governor and MM SEND Link Governor.</p>	
7. Other Matters	
<p>7.1 Finance Update Nothing to report.</p> <p>7.2 Local Matters As Matters to Share with the Trust Board below.</p> <p>7.3 Website check Governors noted that the website is not currently up to date, but work is being carried out on it and the Trust do require schools to check compliance and provides a checklist for that.</p> <p>7.4 Matters to Share with Trust Board (exception reporting)</p> <ul style="list-style-type: none"> Trust support requested for cover for when the SENCo is on maternity leave. The school's IT is not fit for purpose and needs upgrade. New light bulbs are needed across the school, as pupils cannot see the whiteboards in classrooms. The dining room is not large enough to cater for the number of students anticipated. The school needs another site supervisor or apprentice and the school is discussing this with then Trust COO. <p>7.5 Matters from Trust Board to Share with LGB Nothing to report.</p> <p>7.6 AOB Nothing to report.</p>	
Date of Next Meeting: Thursday 4th May at 4:30pm	Meeting closed at 6:23pm

Minutes approved:

Date:.....

Open actions have now been moved onto the Trust central Action Log as at February 2023.

ACTIONS		
AGENDA ITEM AND ACTION	By When/Complete	By Whom
3. NGr will provide the complete SIP and SEF to the Chair by email	ASAP	NGr
4a. Parent Governor details to be provided to the Clerk for Trust approval	Complete 09/02/2023	NGr/LM
4b. LM and NGr will consider how to encourage members of the Eastern European community to join the LGB and the Chair will draft a message to the community to go onto the school's updated website, to promote LGB membership.	Updated 09/02/23 and ongoing	LM/NGr and MM
5.1a The Literacy Strategy will include impact details, target dates and acronym meanings.	Complete 09/02/23	SLT
5.1b SLT will provide an analysis of the survey results, showing who is reading, broken down into gender, Pupil Premium (PP) and students with Special Educational Needs and Disability (SEND)	Complete 09/02/23	SLT
5.1.7 LM will upload the Inspection Dashboard to GH	Complete 09/02/23	LM
		SLT

6.1 Data feedback will include page numbers, target dates and quantitative data measures so impact and change are clearly visible.	Complete 09/02/23	SLT
7.1 (Item 7 July 2022 meeting: provision of persistent absence figures) and PP and SEND data is to be provided with last year's figures for comparison.	Complete 09/02/23	SLT
8.1 The Gatsby score and benchmarking will be reported at the next meeting.	Complete 09/02/23	SLT
9.1 The safeguarding report will include details of internal school support and acronyms explanations.	Complete 09/02/2023	SLT
9.2 The SCiES report will be forwarded to Governor JY when received by the school AND the SCiES policies will be updated and posted to GH for GH communication of approval.	Complete 09/02/2023	SLT
8. The PP strategy will be posted on GH and an update will be provided on lessons learnt since January.	Ongoing	SLT
From June 2022 Meeting: 6.3 SLT will provide an analysis of which interventions are successful and which are less so, rather than providing raw data alone for outcomes.		