



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



Date: 13th July 2022 at 4:30pm

Present:

Mrs M. Massey - Chair
Mr S. Houlston (SH)
Mr D. Jobling
Mrs J. Young (JY)

Absent:

Mrs L. Hodgkison (LH)
Ms E. Johnson (EJ)

In attendance:

Mr L. McDaid – Executive Principal (LM)
Ms N. Greg – (NG)
Ms N. Glynne – Deputy Safeguarding Lead (DSL)
Mrs P. Simpson – New Governor as of 1/9/22
Clerk: Mrs C. Gritton

Administration

1. The Chair welcomed everybody to the meeting. Apologies were received and accepted from LH and JY and the meeting was **quorate**.
2. There were no declarations of personal or prejudicial interest.
3. Minutes of Previous Meeting and Matters Arising – The Minutes of the LGB meeting held on 9th June 2022, uploaded to Governor Hub (GH) prior to the meeting, were **approved** as a true and accurate. Matters Arising – **It was confirmed that** the Special Educational Needs and Disabilities (SEND) figures had not been correct in the last meeting report, but had been corrected for the reporting at this meeting. A SENCO had been appointed internally, is working intensively with the outgoing SENCO and training will commence shortly. The Trust appointed SENCO will attend SWS 2-3 days a week when in post. The chair had spoken at length with Ms Casewell about Personal Social Health and Economic (PSHE) and would continue to discuss planning for September 2022.
4. LGB Appointments The chair welcomed PS to the meeting. PS will join the SWS LGB on September 1st, 2022. **LM confirmed that** letters would be going out to all parents, including new Yr7 parents for Staff Governor nominations, so that by the next LGB meeting, 2 new Parent Governors should have been appointed. Trust letters have been sent out to Staff Governors, explaining the reasons behind the decision to remove Staff Governors from all Trust LGBs and thanking them for their service.
5. Introductions of New Senior Staff – Mrs Greg and Mrs Glynne were welcomed to the meeting and introductions made.
Challenge: Governors asked whether the school had its staffing in place for September. It was reported that adverts have gone out for teachers of RE (as the previous teacher of RE is now the SENCO), Geography and History. Interviews were scheduled for the day after the meeting and the school was hopeful of making 3 appointments.
Challenge: Governors asked whether there was any contingency planning for if suitable appointments could not be made. It was reported that a member of staff from Crewe UTC can cover and there is additional capacity in English, Science and the Step Out 2 provision, so the timetable can run for September as drafted, either way.
It was reported that reflective of the national picture, it is currently difficult to recruit Teaching Assistants (TAs). Governors offered the school advice on potential recruitment pools, such as careers and health care assistants.

6. School Performance

6.1 Update on Yr11 Exams and GCSEs – Paper Executive Summary SWS July 2022 uploaded to GH prior to the meeting, was **received**.

Challenge: Governors asked about student feedback about the run up to examinations. It was reported that students had reported finding the booster sessions useful and breakfasts had been popular.

Governors were pleased to note that previous behaviour concerns had been of no concern at all during the examination period. Students benefitted from the examination practice sessions.

6.2 Yrs. 7–10 – Lessons Learned and Forward Planning

Challenge: Governors asked how the current Yr10 would be prepared for their Yr11 examinations. It was reported that they would be prepared in the same way as the current Yr11 and Student Voice had highlighted the request for increased formal examination practice, as the previous practices had prepared them well. Staff are considering planned assessments and deciding which can be done as practice examinations' conditions in the hall.

Challenge: Governors asked what plans there are to ensure data is accurate. It was reported that data overhauls are ongoing and there is a plan in development for the introduction of Trust wide data systems, which will align across the Trust. Whilst LM was not confident that the data is accurate at the moment, quality assurance processes have been carried out and SWS data will be compared to national data and differences and margins of error identified and analysed to assess which departments might over or under estimate. **ACTION:** Middle Leaders will attend the Autumn LGB meeting to discuss with the LGB, the difference this process has made to their subject area data and how they might alter their practice.

Challenge: Governors noted that there was a bigger gap in English and Maths results for Yrs7 and 8 than for Yr9 and upwards, asking why this was. It was reported that this was an example of the historic quality and interpretation of data and understanding of where the students are. This will be addressed in the current data overhaul. Staff are also undergoing training in assessment for learning.

6.3 Behaviour **It was reported that** NG and the DSL had reviewed behaviour and found that whilst systems are in place, they are applied inconsistently or are not comprehensive enough, so system improvements are underway. Student Voice revealed that students did not feel safe in the certain parts of the school, such as the toilets, so the school has committed to rebuild cubicles and reinforce doors. Students also reported that they felt there were not enough layers of consequence and were concerned about the consistency of application. Staff have used assemblies to inform students about the new behaviour interventions and it is anticipated that by using this 'You said, we did.....' approach, students will feel they are being treated with respect and fairness and so are more likely to follow the rules. Already, there are less toilet visits during lessons and reason for visits to the toilets analysed and addressed where not for genuine need reasons. Clarity has been provided on the consequences of poor behaviours and are beginning to be consistently applied and already the numbers of students on corridors in lesson times has reduced and those that are out of lessons have a lanyard permitting them to be out for a particular reason. This way, students without a lanyard are easily spotted and challenged. Students also reported that there was not enough room in the dining room, so a pre-order pick-up counter will be installed and Yr11 will have sole use of the yard area over which a canopy will be installed. Governors were encouraged by the approach taken by NG, praising the initiative of really listening to students' concerns and acting on them where and as appropriate.

Challenge: Governors asked how teachers get support from SLT if students misbehave in class. It was reported that staff are strategically moving around the building and carry walkie-talkies. There will be an office on every corridor with a member of the pastoral team in attendance and staff can use their laptops to make call for support through Edulink.

Challenge: Governors asked how the students had responded to the changes so far. It was reported that it has been a shock to some students who did push back at first, but now they are beginning to understand where the line is with consistency and clarity, behaviour is improving. **A Governor reported that** students were going home reporting that they feel listened to and that things are being done to improve behaviour. Governors were pleased and encouraged by this account.

Challenge: Governors asked how staff were coping with the different ethos. It was reported that there have been some challenges but the strategic plans are moving forward and increased pastoral capacity on each corridor will be welcomed. **ACTION:** The Rewards and Behaviour Policy will be rewritten and brought to Governors for approval at the Autumn meeting. It will be clear on strategy and systems and students' views will be taken into account.

NG explained how the Step Out provisions work and **Challenge: Governors asked how many children were anticipated to be part of these provisions. It was reported that** this was currently being assessed with the aim of ensuring the provisions fit the students rather than the students fitting the provisions and students will understand these are the 2 stages of a school within the school.

6.4 Exclusions **It was reported that** there had been a rise in the number of fixed term exclusions but that had been expected because of the overhaul of behaviour management. The school is still trying to analyse exclusion recidivist data. **ACTION:** Governors will speak with staff about exclusions the week before the Autumn meeting to ascertain where the school is on understanding recidivist data.

Challenge: Governors asked about parent feedback to the new behaviour management initiatives. It was reported that a letter had gone to parents on the day of the meeting and a Parent Voice survey would be carried out early September and followed up later in the school year. Anecdotal feedback reported a recognition that things had changed at the beginning of this year and were not changing again. There is a general good sense of where the school is in this change process. **In response to Governor challenge, it was reported that** staff feedback was positive and responses had been utilised to guide the questions asked of the Student Voice. Governors were encouraged by progress so far.

7. Attendance

In response to a Governor query, it was confirmed that the data presented showing attendance had increased by 7% referred to 7 percentage points' improvement for Yr11, compared to the previous weeks. Attendance is still not 100% and the school await Fisher Family Trust tables confirming criteria for removing students from data, post January return to school. **It was noted that** with a cohort of 144 students, each student accounted for 2-3 percentage points.

Challenge: Governors asked whether the school is accessing the successful attendance intervention strategies from The Oaks Academy. It was reported that the attendance strategy is being refined and advert will go out shortly for an Attendance Officer. Student Voice has indicated that students would welcome competition around attendance in form time, which will be actioned in September. The goal for Yr7 attendance is currently 90% and the year group is not far from that figure. Attendance will be tackled immediately in September, reasons for absence analysed and addressed, with clarity as to the responsibilities of the pastoral team and Attendance Officer and links to the School Improvement Plan also clarified. (SIP). **ACTION:** The next attendance report will include persistent absence figures, with annotated Covid figures.

8. Pupil Premium (PP) Plans and Proposals for September 2022

It was reported that the PP Strategy will be posted on GH for Governors' viewing and **ACTION:** An update will be provided on lessons learnt since January. Over 50% of students are PP so every school strategy drafted for PP students. LM has been prudent with funding spend to ensure students have what they need. **The Chair reported that** the Trust is financially well managed and central support services help schools with SLT capacity to allow them to focus on student support and school improvement. The PP budget is c.£350k and is wisely spent.

9. Safeguarding and Student Welfare

It was reported that the safeguarding synergy team will bring together the Vice Principal, SENCO, Attendance Officer, mental health counsellor, PSHE lead and other relevant professionals with a budget to share and collate information and discuss how best support individual students.

Challenge: Governors asked how the school intends to ensure that relevant information from those collaborations are shared with the appropriate staff. It was reported that information will be logged in CPOMS and included on the vulnerable students' list. The Chair advised that staff ensure information is precise and easy to access. **In response to Governor challenge, it was reported that** students accessing the

Step Out provisions were included on the vulnerable student list. The DSL has a meeting with a virtual school with a view to obtaining funding for a virtual summer school for students with attendance issues. **It was reported that** the PSHE and Relationship and Sex Education (RSE) curriculums are being reviewed and SLT are currently considering PSHE and RSE responsibilities, looking at staff strengths to ensure consistency and appropriateness of teaching for each year group. Safeguarding will be added to ensure plans are properly mapped out.

It was confirmed that there had been no safeguarding incidents.

10. Governor Visits

SH had done a Careers Link visit, which had gone well. SH and Mrs Casewell are collating destinations' data to report to the LGB in the Autumn term.

The chair and Ms Casewell had met to discuss PSHE and the Chair will visit the school again before the end of term to follow up.

Learning Walks continue and **in response to a governor query, it was reported that** the Literacy Strategy was undergoing a review; SLT are particularly interested in reading in form time, anticipating that guided reading may be needed to encourage those who do not wish to participate. The Chair recommended 'That Reading Thing' programme which SLT will look into. **A Governor reported that** students who would not previously have read, are now doing so in the library and that on their visit to the school, classroom behaviour had been very good. **ACTION:** The Literacy strategy will be provided to Governors in the Autumn term.

11. Policies

LM and the Chair will discuss policies ahead of the Autumn meeting. Updated or amended policies will be uploaded to GH with a synopsis of amendments/changes.

12. Matters to Share with the Trust Board

The Chair reported that she has regular contact with the Trust CEO and COO and they are aware of the LGB concerns. Governors would like the Board to know that they can see improvements in the school.

13. Matters for the Board to Share with the LGB

Governors were reminded about the Trust conference to be held at SWS on Friday 15th July.

14. AOB

- The Prom had been well attended and feedback was very positive. A member of staff had a contact at BooHoo.com and students had been able to choose free outfits for the Prom, donated by the company.
- Free school jumpers will be given to every student for September 2022 and each year group will have a different tie.
- There will be 6, SWS LGB meetings in the school year 2022/2023.
- Parents have been consulted about the proposed school name change and are not in favour, so the school will remain Sir William Stanier School. Students will no longer be required to wear blazers and every student will be provided with a free jumper emblazoned with the school logo. Each year group will be recognised by different tie colours.
- School capacity is 1050 and there are currently 705 students on roll. PAN conversations are ongoing. There are transition plans for all local schools and 170 students have applied to come to the school in September 2022. There are currently 1447 students in Yr11 and the current Yr7 has 148 students.

Date of Next Meeting: Thursday 29th September 2022 at 4:30pm

Meeting closed at 6:10pm

Minutes approved:

Date:.....

ACTIONS		
AGENDA ITEM AND ACTION	By When/Complete	By Whom
6.2 Middle Leaders will attend the Autumn LGB meeting to discuss with the LGB, the difference this process has made to their subject area data and how they might alter their practice.	Autumn 2022	Middle Leaders
6.3 The Rewards and Behaviour Policy will be rewritten and brought to Governors for approval at the Autumn meeting.	Autumn 2022	SLT
6.4 Governors will speak with staff about exclusions the week before the Autumn meeting to ascertain where the school is on understanding recidivist data.	Autumn 2022	Governors/SLT
7. The next attendance report will include persistent absence figures with annotated Covid figures.	Autumn 2022	SLT
8. The PP strategy will be posted on GH and an update will be provided on lessons learnt since January.	ASAP	SLT
10. The Literacy Strategy will be provided to the LGB in the Autumn term.	Autumn 2022	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.	Ongoing	SLT
6.4 MS will check and report back to the Chair on whether the listed SEND figures are correct, as they appear low.	Complete as at 13/07/22	MS
6.5 SLT will provide data showing what proportion of students stay with their chosen pathways and from item 10. 13/7/22 this will include destinations' data.	Autumn 2022 meeting	SLT
6.5 The Chair and Mrs Casewell will discuss the PHSE curriculum and delivery in detail	Ongoing	Chair/CC
From March 2022 Meeting:		
8.1.2 LM will provide a behaviour synopsis at the next LGB meeting.	June Meeting	LM
10.1 LM will arrange Governor safeguarding and SEND visits with Governors for next term.	June Meeting	LM