



Date: Monday 20th June 2022 at 4:00pm

Present:

Mrs C. Millson (Chair)
Mr D. McGarvey (Vice Chair) (DM)
Mr D. Baxendale (DB)
Mrs J. Padget (JP)
Mr R. Taylor (RT)
Mrs V. Young (VY)

In attendance:

Mr J. Whittaker – Headteacher (HT)
Mrs K. Key (KKY) – Deputy Headteacher
Mr C Leigh (CLH) [items 4, 5.8, 6, 7]
Mrs N. Phillips – Director of Operations & Finance
Ms A Thatcher (ATR) [items 5.4 & 5.5]

Mr D Walton – (DW) (observer- prospective governor)
Mr G Kelly – (GK) (observer - prospective governor)

Clerk: Dr. A Howells (AH)

Administration

1. Welcome, Apologies and Confirmation of Quoracy - The Chair welcomed everybody to the meeting. The meeting was quorate. DW and GK were welcomed as observers and prospective governor nominations (as per action from last meeting).
The Chair reported the recent resignation of Mr Woodhouse and thanked him for his contribution. It was noted that the skills audit would be reviewed and it was likely that a parent governor election would commence in the autumn.
2. Declarations of Interest - There were no declarations of personal or prejudicial interest.
3. The Minutes of the meeting of the KA LGB held on 23rd November 2021 uploaded to Governor Hub (GH) prior to the meeting, were **approved**.
Matters Arising – The Action Log was updated as noted thereon. Action 8.1 was noted as completed. Action 11.1(Admissions Panel) was ongoing. Action 14.3 (workplace videos) would be rolled forward to the next meeting.

4. Admissions

- Admissions update - **Papers 4.0, 4.1 and 4.2** uploaded to GH prior to the meeting, were **received**. The HT provided a chart that summarised the current student population by year group. Data was available for KA and CSS, since KA was the feeder into CSS. **It was reported that** applications for Yr7 entry into KA for 22/23 remained strong, with the 220 PAN expected to be met comfortably, with actual intake numbers likely to be around 232. Since the admissions appeal process was still ongoing, Yr7 entry numbers were not yet confirmed. 17 Appeals had already been considered thus far in the process, with only 1 additional place being offered. The pattern of recruitment appeared to demonstrate a more Knutsford-centric intake profile. Yr12 projections were less predictable. Current estimates suggest an intake of around 130 pupils, with the majority of pupils progressing from Yr11 within the Academy. It was anticipated that KS5 entry in Sept 23 would see a significant growth, to a level approaching 160 as a consequence of increased Yr7 intakes over recent years.
- **Governors asked whether non-catchment pupil numbers were likely to decline. It was reported that** this was difficult to predict. However, whilst current data suggested that there would be a local demographic dip in 2027, there was new housing being built within the locality which could offset this decline, and this would feature in future marketing strategies.
 - **Governors enquired on the School's approach to receiving Ukrainian pupils. CL confirmed that** two pupils had been admitted in-year. Each was undertaking a bespoke curriculum that included mainstream lessons

and virtual lessons with their former schools in Ukraine. The School's strategic approach has been to consider and support any request for those students within the catchment area of the School. Enquiries from families outside Cheshire Easter would be encouraged and directed towards the local authority under which they are accommodated.

Governors expressed thanks to Mr C Parr for the work undertaken to support admissions and the appeals process.

The HT reported that pupil numbers remained relatively stable across the academic year 21-22, with Yr12 experiencing some drop-out (-9) across the year, with the cause thought to be a consequence of pupils experiencing difficulty with the academic challenge of A-levels.

- **Governors queried whether this was a consequence of inflated grades during COVID**, but a direct correlation was not attributable. However, governors were reassured that the 3 in-year formal teacher assessment review points were being used to actively monitor pupil progress and enable intervention strategies to be deployed if needed.

5. School Performance

5.1 - 5.3. KS4 predictions- Pupil performance. **The Committee received and noted** the report on pupil performance posted on GH prior to the meeting. Updated projections, based on current and latest tracking data that incorporated mock exam outcomes, for the Yr11 cohort were provided at the meeting. The current prediction for Progres8 (P8) indicated an outcome of +0.45, which would be the highest in recent years. Within this prediction Pupil Premium (PP) student P8 was +0.26 and non-PP was +0.48. The data model used to generate these estimates is the 2019 model and these data must be treated with caution.

- **Governors queried what impact COVID had had on examination attendance, and as of the date of the meeting just two pupils had each missed one examination.**

KK provided an update on actions taken to support COVID recovery. **It was reported that** the School had deployed catch up funds that enabled additional use of existing staff as opposed to purchasing external tutors through the national tutoring scheme. This approach provided greater efficacy and resulted in a more pupil focussed approach. Different subjects adopted different approaches, and examples for Mathematics, English and Science were shared.

KS3 Progress Data for the spring term 2022 was provided in the papers on GH which displayed data on the proportion of pupils above, below and on-target by individual year group. More recent performance data was presented orally at the meeting and this suggested that approximately 25% of pupils continued to be below "target", although this percentage was lowering at each data sample point. It is important to note that challenging targets are set for students and as such, being below the Academy target grade wouldn't necessarily always represent lower progress than might be expected when compared to national data. The intervention activities noted above would continue to be monitored for effectiveness. In addition, for 2022-23 an extended timetable would be utilised (increasing from 9 to 10 slots). The HT agreed to circulate the latest updated progress data for Yr10 & Yr12 outside the meeting **[Action HT]**. The LGB would review the data at its meeting in autumn, alongside actual data from Yr11 and Yr13 public examinations. **[Action Agenda/LGB]**

KS5 data was also provided. It predicted a strong performance, with the cohort average grade estimate to be 37.97, which was a +1.5 improvement since autumn data drop, and would equate to a B- /B= outturn.

5.5 & 5.6. SEND and Pupil Premium Update: **Governors received a summary of SEND and PP performance data within papers 5.4 and 5.5.** posted in advance on GH. AT provided a summary update on the work being undertaken to support Special Education Needs (SEN) and PP pupils. **It was reported that** an approach, named "Focus Fortnight", was being used to undertake subject-based reviews which identified areas of effective practice and areas for development. Outcomes were then used to prioritise activities at a subject-level that could become embedded. The approach taken involved lesson observations, book reviews and student voice engagement. Outcomes were shared beyond the subject area in order to embed effective practice across the School. Two subject areas had undergone review, and found the approach beneficial. Governors were provided with a list of strengths and development areas arising from these exercises.

- **Governors challenged whether the professional and practitioner-based research was being used to** underpin the approach, and **AT confirmed that** this was the case, albeit it at a higher/strategic-level. The recently appointed SENCO was undertaking CPD, and this too provided information built on up-to-date practitioner-based approaches.

Governors were also appraised of changes to roles and responsibilities to staff supporting SEND activities. These changes, supplemented by training and Continuous Professional Development (CPD) would enable the School to provide more effective support and also respond to the increasing number of pupils with Education Health and Care Plan (EHCP) requirements. Working with feeder primary schools as part of transition to understand the additional support needs of the next cohort of pupils was ongoing, as current evidence appeared to indicate a trend of increasing numbers.

- **Governors challenged whether there was sufficient staff resources available to meet this growing need,** and assurance was provided.

Governors were also updated on the mechanisms being used to communicate with families whose pupils were receiving learner support. They were also advised by AT that an exercise with parents/carers to highlight free-school meal qualification and benefits was being undertaken during the summer term to assist with the current economic challenges.

5.7. Staffing update: A confidential staffing update was provided and recorded in Part2 Confidential Minutes. Governors received confirmation that teaching staff were in place to deliver the curriculum in 2022-23.

5.8. Behaviour and Exclusions - Governors received a detailed graphical breakdown of behaviour within the school, which was distinguishable by year group. It demonstrated that overall behaviour within the school was good. **The HT confirmed that** behaviour in lessons was very good, evidenced through teacher feedback and the rewards system. Minor behavioural issues outside classrooms appeared to be higher than in previous years, and a consequence of dealing with this had resulted in an increase in fixed term exclusions (FTE). A summary of FTE and permanent exclusions for the year to date was included in the papers posted on GH this half term. Further adjustments to the School's Behaviour Policy for use in 22-23 would reinforce the use of the rewards system.

5.9. Health & Safety - Governors were advised that there had been 3 incidents which were not RIDOR reportable.

5.10. GDPR report - Governors were advised that across the year there had been a couple of incidents that had been noted as minor breaches. Appropriate mitigating action had been taken and they have been classified as low risk events.

6. Attendance

6. Attendance - Governors received the latest attendance data in the paper 6.0 posted in advance on GH.

Overall attendance rates were 4% above national average, with the highest absence rates seen in yr11 and yr9. These rates were a result of a small number of persistent absentees. Individual action plans had been introduced to address this.

- **Governors queried whether Fixed Penalty Notices (FPN) were being used** as a deterrent, and it was confirmed that a return to FPNs was in place for holidays and poor attendance.

7. Safeguarding and Student Welfare update

7. Safeguarding: A summary of the safeguarding key actions was included in paper 7 posted on GH in advance of the meeting. The actions aligned to the priorities identified and agreed for 2021/22. Governors were informed by CL that all actions and developmental objectives had been completed. **Governors noted in particular that:**

- key staff had undertaken CPD and secured additional qualifications
- regular meetings with the safeguarding governor each term were occurring
- higher level support from the Safeguarding Children In Education Settings (SCIES) Team was being provided and found effective

- A member of the team had a focus on alternative provision and was developing links and managing placements.
- No significant changes in pupil numbers had occurred.

Governors were also updated on mental health issues. Staff restructuring, including the addition of a new role which would enable support to be better targeted. Roles would be structures so as to prioritise three strands, namely child protection; a safeguarding practitioner leading mental health; a school engagement practitioner; the latter of which would focus on supporting pupils returning back to school and the development of individualised flexible timetables.

- **Governors challenged as to whether homeworking was effective and confirmation was provided that it was an effective element within a wider solution.** Governors also heard that an element of the role was to engage with other schools, and in particular feeder primary schools so as to have measures in place as part of a transition support. When reviewing the supplied data on absences, **Governors were advised that a significant proportion was due to a small number (5) of persistent absentees, each of which had a targeted action plan in place to support them.**

8. LGB Appointments and Governance Health Check

8.1. LGB Appointments - The Chair reported that DW and GK had been invited to attend as observers and potential LGB candidates. The exercise to secure a replacement parent governor would be undertaken in the autumn term.

The Chair led the thanks and appreciation to Val Young whose terms of office was ending in the summer. It was noted that VY had provided a career of extended service to school governance, with almost 40 years of voluntary participation served. VY has dedicated many years to the school, and has taken on many roles in governance including, representing SEND, attending SEND parental meetings, she has successfully chaired the pupil discipline committee, a former vice chair of LGB, a director of the KMAT board, she has mentored governors and come into school to offer individual mentoring support to students. She will be hugely missed.

8.2 LGB Health Check – Governors undertook a collective exercise together to review and completed the Governor Hub Governance Health Check tool. The agreed collected self-assessment returned 11 “Strongly Agree” and 3 “Agree” outcomes. Operational actions that resulted from this exercise included the use of parent surveys to secure parental, pupil and community feedback and perspectives.

8.3 Appointment of Vice-Chair: Governors received and agreed unanimously the nomination and appointment of DM for the role of Vice Chair for the next academic year

8.4 DBS Update: Governors noted the ongoing exercise to update DBS certificates for governors and align these to terms of office

9. Local matters

9.1. Estates development: This confidential item was considered in Agenda Part 2

10. Policies

10. No policies were considered at the meeting. **It was noted that** the website and policies were up to date.

11. Matters to Share with the Trust Board and

12. Matters for the Trust Board to Share with the LGB

11. Nothing to report.

12.1 Trust Away Day. The Clerk provided an oral update on latest plans for the Trust Away day on 15th July. Governors were asked to confirm attendance or apologies when communications were issued.

12.2 White Paper Summary : Received

12.3 Green Paper Summary : Received

13. AOB

13.1 Homework Volumes:

- **Governors asked whether homework volumes in particular year groups were sufficient to support pupil progress. KKY confirmed that** an exercise to review homework across subjects and year groups was being undertaken. This would also coincide with a change in digital platform which will be introduced in

September 2022. Governors were reassured that no complaints had been received regarding homework volumes.

13.2 Staff CPD: DM shared information about a CPD opportunity for Lead science teachers being hosted by Keele University. **KK confirmed that** two school staff had registered to attend. The Clerk agreed to circulate the opportunity to other secondary schools in the Trust. [note; information shared by Clerk to Headteachers on 22 June 2022]

Date and Time of Meetings next year: **Meeting Closed 6:47pm**

All meetings to commence at 4:00pm and in person. Any request for digital access to be made to Chair & Clerk in advance

Monday 19 September 2022
Monday 9 January 2023
Monday 24 April 2023
Monday 19 June 2023

Minutes approved:

Date:.....

Action Log – Post March 2022 Meeting		
Action and Item Number	By Whom	By When/Complete
5	The HT agreed to circulate the latest updated progress data for Yr10 & Yr12 outside the meeting [Action HT] . The LGB would review the data at its meeting in autumn, alongside actual data from Yr11 and Yr13 public examinations. [Action Agenda/LGB]	HT LGB Before end of Term Next meeting
November 2021 Meeting		
6.	The COO to prepare a supplemental capital spend report.	COO Complete March 2022
8.1	Exploration into whether the questions set for the Retrieval section of lessons can be provided to parents to assist them in supporting their children.	SLT Complete March 2022
11.1	NP will send out a note to Governors to ascertain interests in joining the Admissions' Appeals' Panel.	NPS Ongoing
	From Part 2 – Work will be undertaken with parents and the school community to raise awareness of the schools' success and achievements	SLT/LGB Ongoing