



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



Date: 9th June 2022 at 4:30pm

Present:

Mrs M. Massey - Chair
Mr S. Houlston (SH)
Mr D. Jobling
Ms E. Johnson

Absent:

Mrs L. Hodgkison (LH)
Mrs J. Young (JY)

In attendance:

Mr L. McDaid – Executive Principal (LM)
Mrs C. Casewell – SWS Assistant Principal
Mr M. Smissen – Vice Principal

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 24th March 2022, uploaded to Governor Hub (GH) prior to the meeting, were **approved** as a true and accurate record and there were no Matters Arising.
4. LGB Appointments
 - 4.1 **It was reported that** the recommended appointment of a new Appointed Governor, Pamela Simpson, was with the Trust Governance and Search Committee for approval and school had begun the process to elect 2 Parent Governors to the LGB.
 - 4.2 Governors completed the NGA Health Check and **ACTION:** the Clerk will upload the agreed answers to GH. Governors noted that there has been much improvement overall and were hopeful that this time next year, even greater improvements will be noted.
 - 4.3 **The Chair reported that** the Vice Chair, Andy Pearse’s term of office had expired and was not being renewed. **It was unanimously agreed that** SH would be SWS LGB Vice Chair as of today’s date and for the school year 2022/2023.

Reports

5. Update on Admissions
 - 5.1 Yr7 2022 entry Paper, Executive Summary SWS for Governors – June 2022 uploaded to GH prior to the meeting, was **received** and covered items 5, 6, 7 and 8. **It was reported that** September 2022 admissions’ numbers were expected to be 167, with a Published Admission Number (PAN) of 150. Of the additional 20 students, none have Special Education Needs Disabilities (SEND) but there is an increase in students with Education Health Care Plans (EHCPs). Yr7 will be full in September 2022, but the school maintains an open dialogue with the Local Authority (LA) about additional numbers.
 - **Governors asked whether the school had staffing capacity for the numbers expected. It was reported that** there will be a 7-form entry for Yr7 and despite the budget being utilised to ‘over-staff’ for the current point in the year, to allow for the increased numbers in September, the school continues to operate on a surplus budget. This year, the school will bulge without a change to the PAN, but the matter will be revisited in September to ascertain whether the PAN should be lifted, as ideally the school would like to return to a Pan of 210. **The Chair advised that** a higher PAN could increase the numbers of challenging students, which the school must ensure it has capacity and resources to support.

- **Governors asked what are the benefits of an increased PAN. It was reported that** increased PAN serves economies of scale for resources. Governors were pleased with the increasing numbers and **it was reported that** if the school were to be a 7-form entry through all year-groups, total student numbers would be 1150.
- **Governors asked whether the increasing admissions' numbers was reflective of an improving perception of the school in the community. It was reported that** numbers were increasing year-on-year, in part due to there being bigger year groups nationally, but also due to the school's personalised support provided to students during Covid which has encouraged more parents to choose the school for their children. Historically, perception had been an issue for the school, but that was an improving picture and staff are choosing to send their children to the school.
- **Governors asked whether the school had any ideas as to why some of those children in the catchment area do not come to the school. It was reported that** geographically, for some students, SWS is not the easiest school for students to get to, despite it being their catchment school. Some children in the catchment area move on to faith schools and some choose the same school older siblings attend, where those older siblings did not come to SWS due to its historic community perception issues. Governors were aware that the school has a challenging catchment area with high Pupil Premium (PP) numbers.

5.2 In year admissions (if any)- It was reported that Yr9 has the largest in year admissions' numbers but have not taken the school up to PAN. The school supports managed moves.

- **Governors were mindful that it can be difficult to ensure that there is appropriate provision for managed move students and asked whether the school is confident that it has the right provision in place to support those managed move students. It was reported that** the school considers each of the managed moves on a case-by-case basis. The school meets with the previous school, student and parent to ensure that the move fulfils the strict criteria and is able to offer support to those students.

School Performance

6.1 Covid update – 1 member of staff is off with Covid and 2 staff have long-term symptoms. Student Covid numbers are low and continue to fall.

6.2 Yr11 predictions Pages 8-11 inclusive of the Executive Summary.

- **Governors noted that there were substantial differences between March anticipated data and May final predicted data. In particular, Progress8 (P8) had gone down in some subjects, but up in Maths. The Chair noted that attendance is an issue at the school and asked whether in March, the school had anticipated better attendance by May and whether this was the reason for the differences. It was reported that** the school had found it difficult to ascertain the level of resilience the students would demonstrate in such challenging circumstances; Covid resulted in very limited opportunities to sit formal examinations. The May examinations were the first opportunity to see how the students coped and having completed those examinations, the school now has a better understanding of where the students need more support and processes can be adapted to provide that support.
- **Governors noted that looking at the 9-4 and 9-5 grades, the differences between anticipated and mock grades was substantially different between English and Maths and asked why. It was reported that** this was mainly due to the introduction of the Mission Maths intervention.
- **Governors asked how confident the school was that figures for Maths would actually double as seen in the charts in the Executive Summary on page 9. It was reported that** historically, assessment had been erratic. During the recent examinations, there was great positivity from those students actually going into their examinations. Non-attenders affect the data, but the school is hopeful of positive results and the Chair agreed that the school had done all it could to support the students who attend.

6.3 Yr10 predictions Governors requested **ACTION:** that SLT provide an analysis of which interventions are successful and which are less so, rather than providing raw data alone.

- **Governors asked how confident the school is that Yr10 will not show the same fall between anticipated and mock data as that seen for Yr10. It was reported that** staff are looking to address previously inconsistent assessment anomalies and addressing what interventions need to be put in place for Yr10. **The Chair advised that** the school needs to prioritise the provision of a consistent assessment system across all subjects, so that Governors can see a reliable scale, enabling them to address each Head of Faculty about how accurate they were in their anticipated data. **The Chair noted that** the school is not achieving target grades across the board, but data is showing potential and year-on-year data shows improved achievement is possible. P8 remains Governors' priority data.

6.4 KS3 progress data **The Chair advised that** the LGB needs to see the PP figures as a percentage of the total and in response to a Governor query **ACTION:** MS will check and report back to the Chair on whether the listed SEND figures are correct, as they appear low. **It was reported that** Yr11 SEND figures are lower as students were not in school long enough during Covid, to diagnose need.

6.5 Curriculum shape and suitability including staffing update (Also reported under PART 2)- Mrs Hooley's period as interim Head of School has ended and she is returning to her role as Director of Teaching Development for the Trust. The new Head of School, Nikki Greg, will start on Monday 20th June and will also fill the Designated Safeguarding Lead (DSL) role. Nick Glyn would also be starting at the school, with responsibility for behaviour, safeguarding and attendance.

It was reported that there had been very positive responses to the Guided Choices booklet, provided to students online. (A copy was shared at the meeting and would be uploaded to GH after the meeting). Some students had previously been going on to do courses at the same level at which they had been working at school. SWS therefore now offered more subjects at different levels, paying increased mind to what students want, over other factors.

- **Governors asked what proportion of students had stayed with their pathway choices. ACTION:** Staff were looking into this already and will report back to Governors.

It was reported that through the organic nature of the pathways, 88% had been able to do their first-choice subjects. Of the remaining 12%, some of the students were English as Additional Language (EAL), for whom data is incomplete and some are lower ability students who will now be doing other subjects, or students who do not attend.

- **Governors asked if the pathway model was working. It was reported that** there had been some scepticism at first but it had been a worthwhile risk; students chose their subjects within 7 days of the Guided Choices information evening, showing a level of enthusiasm not seen at the school historically. That evening had been well attended and supported by the EAL team and translated booklets were available. The pathways and curriculum offered is accessible for everyone, allowing students to make informed choices and EAL support lessons are also timetabled.
- **Governors asked whether group sizes would be suitable. It was reported that** where student numbers for a subject were high, such as for Arts and Sports, the school had teaching capacity for those numbers. Where not every block is full, a block can be removed, which does not impact on teacher numbers.

A Curriculum Staffing 2022/2023 paper was also shared with Governors, which would also be uploaded to GH after the meeting), which assists with capacity assessment.

- **Governors asked how the school is delivering Personal Social Health and Economic (PHSE). It was reported that** PHSE is being taught by form tutors after (a slightly reduced time) lunchbreak, ensuring consistency of teaching for each student. Mrs Caswell is PHSE coordinator and the final plans are being put in place for PHSE Continued Professional Development (CPD). **ACTION:** The Chair and Mrs Caswell would discuss this in detail outside of the meeting.

It was reported that career and guidance conversations are continuing to provide students with direction.

Attendance

7. Pages 4 – 6 inclusive of the Executive Summary. It was reported that there had been very little movement in attendance figures since March, but Yr7 and Yr8 attendance had dipped.

- **Governors asked what was the urgent action plan for that dip. It was reported that** the highest attendance figure possible for the end of the year is now 91% due to the students' attendance to date, but improvements are anticipated for next year. **The Chair advised that** the school needs to understand why those students who are persistently absent are not in school and needs to address what the school is going to do to make them feel supported and what interventions are in place to do that. **ACTION:** SLT will provide Governors with an analysis of persistent absences and the action plan for how attendance is going to be addressed, in particular for persistent absences. Data will also be provided showing absences from when students should have returned to school after Covid, to the date of the next LGB meeting. **LM reported that** the pastoral team and raising standards lead meet with low attendance figures' students, to get to know them and help understand their needs.
- **Governors noted that nationally, there appears to be a trend that the older students get, the more likely they are to be absent and asked whether the drop-off rate was more pronounced at SWS than at other schools and if so, why. It was reported that** drop-off rates were worse at SWS than at some other schools, because historically absences were exacerbated by lack of policy or application thereof. However, when tracking the current Yr11 back to 2018/2019, when they were Yr8, it can be seen that they were at less than 90% attendance on average with some at 50% across their lifetime at the school, so they have shown improvement. This year, the attendance target for Yr7 is 92%.

Governors were concerned that Yr9 attendance had dropped over the school year and Governors will be very interested to see current Yr9 attendance when they are in Yr10, after the attendance interventions are initiated and utilised for a full year.

- **Governors asked whether parents are aware when their children do not attend. It was reported that** the school reminds parents of expected conduct standards and punctuality. Students can now be seen running into school in the morning as they are aware of the consequences of poor timekeeping.

Safeguarding

8.1 Governor Safeguarding Review Feedback – The Chair reported that the safeguarding review had not been carried out that day as planned, due to a staffing issues.

8.2 Incidents' Update – Nothing to report.

8.3 DBS Updates – The Clerk advised Governors that DBS updates were being carried out for all Governors across the Trust. Governors would be contacted by the Clerk with details of how to complete an online DBS check.

Governor Visits

9. SH reported that he had been in to school to visit with Mrs Caswell for an Employability and Careers review and would be coming into school next week to support the school's work experience programme. SH had also spoken to staff about Mission Maths, which was viewed very positively and staff seem happy and feel supported.

Policies

10. The item was deferred to the July meeting.

Matters to Share with the Trust Board

11. Governors asked that the Trust consider the alternative provisions offered across the Trust.

Matters for the Board to Share with LGB

12.1 All TLA staff and Governors are invited to the Trust Board Away Day, to be held at SWS.

12.2 and 12.3 Governors noted the contents of the Government White and Green Paper Summaries.

AOB

Nothing to report.

Date of Next Meeting: Wednesday 13th July 2022 at 4:30pm at school

Meeting closed at 6:20pm

Minutes approved:

Date:.....

ACTIONS		
AGENDA ITEM AND ACTION	By When/Complete	By Whom
4.2 The Clerk will upload the Governor answers to the GH Health Check.	Complete as at 20/06/22	Clerk
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.	13/07/22	SLT
6.4 MS will check and report back to the Chair on whether the listed SEND figures are correct, as they appear low.	13/07/22	MS
6.5 SLT will provide data showing what proportion of students stay with their chosen pathways	13/07/22	SLT
6.5 The Chair and Mrs Casewell will discuss the PHSE curriculum and delivery in detail	ASAP	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