Local Governing Board to The Learning Partnership

CONGLETON HIGH SCHOOL LGB

MINUTES – Part I

Date: Wednesday 18th September 2024

Present:	**In attendance:**
Mr R. Benson (Chair)-(RB) Mr J. Green (JG)-left at 7:15 pm Prof T. Sadat-Shafai (TSS) Mr P. Turner (PT) Mr J. Marsh (JM) Mr S. Worthington (SW) Prof P Horrocks (PH)-arrived at 5:35 pm. **Apologies:** Mrs K. Powell (KP) Mrs J. Turner (JT) **Absent:** n/a	Ms H. Thurland – Headteacher (HT) Mrs L. Darling – Deputy Headteacher (LD) Mrs L. Salt – Deputy Headteacher (LS) Miss J. Boulton – Assistant Headteacher, Head of 6th Form (JB) Mr P. Blaylock (PB) - Assistant Headteacher (Inclusion) Mr R. McQueen (RM)- Assistant Headteacher Mr C. Capey (CC)- Assistant Headteacher (Quality of Education) *(Staff members, apart from the Headteacher, left the meeting at the end of part one).* Dr A. Howells - Director of Quality TLP (AH) Head Student-Abbie Deputy Head Student-Jess *(The students left the meeting following their presentation)* **Clerk:** Mrs S. Pomeroy

Administration

Head Students -Priorities for the Year

The Chair welcomed the students to the meeting and asked them to outline their priorities for the year. They shared the following areas of focus:

- Mental Health
- Charity work and fundraising
- Raising student awareness around the work of the charities
- School podcast
- Reading project

They stated that they would welcome governor feedback on their plans.

Q. Are students engaged in these projects?

R. Yes, the student leadership group had contributed lots of ideas and there are good links with students in all year groups. An integrated approach is being developed involving prefects, house captains and the school parliament.

Q. When were the elections for Head Boy and Girl held?

R. They were held in the summer term to allow for a transition period with the outgoing post holders.

The Chair thanked Jess and Abbie for attending the meeting and requested that they provide an update to governors later in the academic year. They then left the meeting.

1. **Welcome, Quoracy, Apologies and Declarations**

   The Chair welcomed everyone to the meeting and confirmed it was quorate. Apologies were received and accepted from JT and KP. PH had informed governors that he would be late arriving at the meeting. There were no Declarations of interest declared with the business of the meeting.

Unless stated otherwise, all papers and policies had been uploaded to Governor Hub (GH) prior to the meeting.

Paul Horrocks and Justin Marsh were welcomed to their first meeting as governors of the LGB.

2. Minutes of the previous meeting

The minutes of the CHS LGB Meeting held on 19th June 2024 were approved as a correct record of the meeting. There were no matters arising.

3. Membership update:

- There are no vacancies on the LGB
- PH and JM had been appointed with effect from 01.09.24-31.08.28.
- Terms of office due to expire-TSS-31.08.25

4. Declarations and Confirmations

The majority of governors had updated their annual declarations of interest and confirmations on Governor Hub. The clerk would send a reminder to any remaining governors to complete theirs. **ACTION**

5. Governor Link Roles

Link roles were confirmed as:

Role	Governor	School lead
Careers	Pete Turner	Julie Boulton
Safeguarding	Katy Powell	Lucy Darling
SEND	Justin Marsh	Paul Blaylock
Student Performance	James Green	Louise Salt
Welfare	Rich Benson	Heidi Thurland
Student Engagement	Sam Worthington	Rory McQueen

6. Governor monitoring schedule 2024-25

Link governors should make one visit to school per term. There is protocol and report template available on Governor Hub.

Leadership and Management

7. Summary Vision and Values, Priorities 2024-25

The Headteacher informed governors that the trust's DCEO(Education), Kate Baddeley, had visited school at the end of the summer term 2024 and had shared a new format for SEF/SDP documents. These would be shared with governors at the next LGB meeting in January 2025. The priorities remained unchanged from those agreed with governors in the summer term 2024.

Q. Had the school changed the priorities in light of the 2024 exam results?

R. The priorities (attendance, teaching and learning, growth in pupil numbers) are the right ones for the school and did not need to be amended.

Quality of Education

8. Examination Results Year 11 and Year 13

Year 11- LS referred to the paper, "Summer 24 Data set Trust & Gov Presentation" and provided an update:

- She highlighted the contextual information contained in the report.
- Outliers-there were 22 students either did not attend CHS or had significant attendance issues with large 'chunks' of lost learning time where they were not attending lessons. They had a Progress 8 score of –2.57 and an Attainment 8 score of 1.38

Headline figures

- Progress 8:-0.43
- Progress 8 Disadvantaged: -1.05
- Progress 8 SEND: -1.67
- Progress 8 Girls: -0.07
- Progress 8 Boys: -0.70

- Key Stage 4 attainment increased but progress was lower than expected.
- Vocational and creative subjects performed well.

Key Stage 4 Analysis

- There were legacy curriculum factors which have now been addressed.
- Outcomes for vulnerable students continues to be a focus for 2024-25.
- Results v FFT20 targets- Outcomes across many subjects were higher than national as the school would expect. Outcomes in line with or higher than FFT20 are highlighted in green in the report.
- Stronger outcomes than 2023 across many subjects are highlighted in yellow in the report.
- The SLT worked with middle leaders to improve forecasting. Detailed reviews were carried out to ascertain where pupils could potentially pick up extra marks and teachers made realistic predictions.
- LS spoke to the table showing areas of focus and highlighted the context and actions for the following faculties: PE, MFL, DT, English, Computing and Enterprise.
- Quality of Education Priorities 2024-25 were shared.
- Current Year 11-the focus is on ensuring that the number of students on bespoke plans does not increase (currently there are 6).

Governors challenged the school on its curriculum offer and MFL and EBaac in particular. The Headteacher responded that there are major decisions to be made around the curriculum offer which need to be carefully thought through and all potential consequences considered. It is a complex issue, and the Trust is providing support. Governors commented that action needs to be taken and noted the risks of not making decisions. The Headteacher informed governors that the curriculum offer is the strategic focus of the school's work this half term to be prepared for the options process in January 2025. Governors would be updated on progress.

Year 13-JB spoke to the "Year 13 Outcomes Summary" paper.

- The average A Level grade was C, slightly below the target grade of C+ for 2023-2024.
- Boys are still achieving on average half a grade lower than girls.
- LAC students performed well.
- Students with SEND achieved their targets.
- Almost all students identified as disadvantaged achieved their target grades.
- Performance in vocational subjects remains strong.
- Applied General remains strong.
- Outcomes by subject-there were some gains, for example in Psychology though there is still more to do. Performance by subject is highlighted in the table on page 2 of the report. The top 4 subjects in green (Chemistry, Law Art and Business Studies) did well.
- Technical qualifications were strong and were on/above target.

Monitoring Accuracy

- ALPS level 8-this had been 7 at assessment point 2. There were some significant differences in projected results and actual and these are being investigated. Work had been carried out over the summer 2024, for example a review of Social Sciences looking at areas such as the curriculum, standardisation, lean teaching approach and revision strategies. This needed to be replicated across the school.

  Governors received assurance that the school had a plan moving forward to address the issues.

9. Student Destinations

Sixth form recruitment:

- Number of Year 11 enrolled-85 (43%)
- The school retained 68% of those students eligible in terms of grades.
- Number of enrolled from other schools- 6. This number was lower than had been expected. 91 students in sixth form in total.

- Seven students had left the school to do subjects not offered at CHS such as Business, Law, and Economics.
- Other reasons given for not staying on into sixth form at CHS included wanting a change, wanting to take vocational courses not offered at CHS and not wanting to be in classes with particular Year 11 students.
- The school has increased its entry requirements for sixth form to ensure that standards are maintained and to ensure that students are enrolled on appropriate courses.
- **NEET-**The school is still in the process of finalising this information. It currently stands at 8.5% and is usually very low.

Q. Is the school intending to continue to offer Computer Sciences?
R. The school is discussing whether to offer it again next year.

Q. Why were results so low in Computer Science?
R. There is an improvement plan in place and both the curriculum and quality of teaching and Learning are being addressed.

Q. No students achieved A* or A in History. Did any of them miss out on a university place to study History due to this?
R. No, no students applied to study History at university.

Q. Is the average grade the same as last year but with a lower points score?
R. Yes. However, the prior attainment of this cohort was lower than in the previous year.

Q. Has the school evaluated the impact of the plan put in place following the 2023 results?
R. Yes and changes have been made and improvements seen in some areas. However, this is a long-term plan across the school and much progress has been made from last year. The DCEO (Education) at the Trust is providing support and challenge to the school.

The Headteacher added that there have been improvements in forecasting and increased confidence in assessment data. There have also been increases in attainment, but these have not yet translated into improvements in progress. Plans are in place to address concerns in specific subject areas.

Q. There is a lack of progress in results and a decline in pupil numbers. Is the school worried about the future of the sixth form?
R. The school acknowledges that there is room for improvement and that pupil numbers are of concern. It is considering how the curriculum can better serve the needs of the community. However, vocational results are strong and there are robust plans in place in individual subject areas.

Q. Will governors see an improvement over this academic year?
R. There are some risks with this cohort in terms of the higher ratio of boys (68% boys, 32% girls) and lower prior attainment. The school is confident that there will be improvements in the quality of education and in teaching and learning. The transition from Year 11 to Year 12 is often difficult and the school has introduced study preparation time for the next lesson to provide more structure for the students. An induction programme is also in place.

Q. Are students receiving support to acquire the skills to become effective independent learners? Is there an environment for social learning?
R. This is addressed during registration periods and through the induction programme.

Q. The accurate prediction of grades appears to be a significant issue which needs to be addressed. How has the school approached this?
R. It was recognised as a significant issue last year and work was carried out with middle leaders to make improvements. Two mocks were introduced in the year to provide more evidence.

Q. Can the school see evidence that forecasting has improved across the school?
R. Yes, there has been a significant improvement.

Q. Has the school carried out any analysis to understand what other schools are offering in terms of sixth form provision?
R. Most of the students who did not stay on in sixth from chose Macclesfield College. The other school sixth form in the town also had lower numbers this year, although some such as Knutsford and Holmes Chapel have seen increases this year. The school has a growth strategy in place which includes revising the prospectus, careers fairs, building links within school to the sixth form and enhancing specialised learning spaces to compete with colleges.

JB concluded by referring governors to the list of actions on page 4 of the paper; **"**Summer 2024 Results Analysis."

10. Admissions and Pupil Numbers

The Headteacher provided an update:

- Year 7-180 on roll which is well below the PAN of 230.
- Year 12-90 students enrolled which was less than the anticipated number of 120.
- Reduced pupil numbers will have an impact on the budget and a meeting is being held with the DCEO(Operations) tomorrow to assess how significant this will be.
- This will be a challenging year for the school. A focus is to ensure that Year 11 students enrol into the sixth form. The school will also consider reducing the PAN to 210. It would need to go out to consultation to do this. AH commented that the Trust has experience of supporting schools through these issues.

Q. Is there any detailed modelling of future pupil numbers?
R. This has previously been shared with governors. The school needs to ensure that it receives more first choice applications. Additional capacity at Sandbach and Wilmslow has meant the students who would have come to CHS as their second choice have this year been granted their first choice.

JG left the meeting at 7:15 pm

11. SEND Report- (included in the meeting papers)

- PB explained that the SEND report is a legal document, based on a Trust model, which is published on the school website.
- He explained to governors that he has been involved in managing parental expectations where they themselves have submitted a EHCP application and where the school believes it will not meet the required thresholds.

Personal Development

12. Summary Report on Attendance and Behaviour

- Overall attendance up to 06.09.24-94.3%.
- One area of success has been the improvement in attendance of students with SEND**.**
- The attendance policy has been updated to include the latest guidance from the DfE (August 2024).
- There has been a positive start to the new school year across all year groups.
- A Quality Assurance visit on "Culture" had been carried out by Mike Cladingbowl in the summer term 2024. The final report had been shared in the papers for this meeting. Outcomes of this visit have informed strategic planning and faculty support for ICT & Computing.

Welfare

13. Safeguarding

LD referred to the "Safeguarding Report to Local Governing Body-September 2024" report:

- The school had seen an increase in Operation Encompass incidents during the summer 2024.

Q. How does the school ensure that pupils are safe if they are not in school?

R. The school has a protocol in place regarding contacting families when a pupil is absent. There is an alert list and home visits are carried out if necessary and the situation is monitored. Pupils at off-site provision receive a weekly visit and the school receives attendance reports.

14. **Welfare and Wellbeing – Students**
15. **Welfare and Wellbeing – Staff**

Items 15 and 15 would be discussed at the next meeting.

Local Matters and Stakeholder Engagement

16. **Local Policy Approval**

RSE
PHSE
RBFL
Attendance
Safeguarding
SEN
Governors approved the above polices.

17. **Governor Training Update**

Governors were requested to complete Safeguarding training (by 30th October 2024) and Prevent training (by 30th December 2024) and to update their training record on Governor Hub.

18. **Stakeholder Engagement – Parents/Carers**

Details were included in the Headteacher's report.

19. **Stakeholder Engagement – Wider Community**

The awards evening in the summer term 2024 had provided an opportunity to showcase the school in the wider community.

20. **Communication to Trust -**none from this meeting.
21. **Communication from Trust**

AH informed governors that the next Governors' Conference would be held on14th June 2025.

Meeting Closed at 7:55 pm

Next Meeting: Wednesday 18th January 2025 at 4:00 pm at Congleton High School (Machin Building)

Staff members left the meeting.
The meeting moved to the part two agenda.