



Local Governing Board to The Learning Alliance

**CHESHIRE STUDIO SCHOOL LGB**

Online Meeting via Microsoft Teams

**MINUTES – Part I**



**Date: 24<sup>th</sup> November 2020 at 5.00pm**

**Present:**

- Mrs C. Milson (Chair)
- Mrs A Sennet (Vice Chair)
- Mr D Hermitt
- Mr N Jackson
- Mrs J Padget

**Absent: -**

**In attendance:**

- Mr J Whittaker – Headteacher
- Mrs K Key – Deputy Headteacher
- Mr C Leigh – Assistant Headteacher
- Mr M Cladingbowl – TLA CEO
- Mr D Twambley – TLA COO
- Mrs N Phillips– TLA Director of Finance & Governance
- Clerk:** Mrs C Gritton

**Administration**

**In the interests of recognising the close working relationship between KA and CSS and the shared Chair of the two LGBs, Items 10 to 15 inclusive were taken as joint KA and CSS items, with both LGBs present. Items were therefore taken out of Agenda order, but are recorded in the minutes in agenda order for ease of reference.**

1. The Chair welcomed everybody to the meeting and quoracy was confirmed.
2. There were no declarations of personal or prejudicial interest.
3. The Minutes of the meeting held jointly with Knutsford Academy on 20<sup>th</sup> July 2020 were approved.
4. LGB Composition - For continuity of governance following the merger, the Trustees have requested that Mrs Milson take the position of Chair, this was accepted. Andrea Sennet was confirmed as Vice Chair.

Prior to the meeting Governors had been asked to submit any questions prior to the meeting. Those questions are listed in the attached Appendix to these Minutes. Where possible, answers to the questions were incorporated into the narrative.

**Improving Education and Opportunities**

**5. Strategic Vision**

**5.1 Curriculum** - Appendix 2 -CSS now offers Creative imedia, Criminology and Media Production, for all of which there has been strong uptake. There are no significant changes to KS5 and subjects offered come from student demand that presents itself. **A governors asked whether there is the opportunity to do Creative imedia at KS5** Yes, there can be a disconnect between KS4 and KS5 and this establishes clear progression lines.

**5.2 School Performance** - Appendix 3. There have been GCSE results' improvements in English, Maths, Science and Vocational subjects and the KS5 results are promising. Grades were centre-assessed and Progress scores look positive. There are no national outcomes known and it was noted that schools were encouraged to not post these results on websites (as they were not exams that were sat, but centre assessed). **Governors asked what plans there are to support students for their exams, given the time out of school during lockdown and those who have had to isolate** Since March, all staff have known that learning continuity was key and so followed existing schemes of work for remote learning. It was recognised that home learning is not the same as a classroom experience, so recovery curriculum plans are in place. Those who are having to undertake home learning during this term are following the same schemes of work as those in the classrooms and the school is confident in its online provisions and their delivery. All Heads of Faculties are confident that they have plans in place to carefully audit gaps and fill them. Some subject areas can be condensed and gaps interleaved where they best fit. The priority for

the return to school in September was to re-engage students, so low-stakes testing was undertaken, which has ensured the gaps are known. Live lessons for those who are isolated are working very well and are undergoing constant improvements. Isolating teachers who are well, are teaching online from home.

**5.3 SEF and 5.4 SIP** – Appendix 5 – Curriculum progression from KS4 to KS5 looks to support students and build character, to enhance employability skills.

Governors thanked the Headteacher for the comprehensive report and monitoring of the curriculum will continue.

- 6. Student Welfare (including Safeguarding)** – Appendix 6 - Mr Leigh reported that the school has three members of staff who are Designated Safeguarding Lead (DSL) trained and another member of staff is showing an interest. CL and KK are to attend Wellbeing for Educational Recovery training and will disseminate the training to staff.

New Emotional Health mentoring sessions are in place through the Student Support team and the vulnerable student list is maintained. Police Community Support Officers do a good job in joined-up thinking and provide support for CSS.

There remains good 6<sup>th</sup> form collaboration between KA and CSS. There has been no increase in child protection/early help, but the team are aware of usual trends in need and this will be monitored..

- 7. School Risk Register** – The Risk Register will be a Trust format, which will be discussed at the Trust Audit and Risk Committee meeting in December. It will then be brought to the spring term LGB to discuss the mechanisms for the school and LGB to raise issues with the Trust.

#### **Fostering Identity and Ethos**

- 8. LGB Roles** – Link Governors will provide routine links between the school and LGB, so LGB sub-committees will not be required. The Chair is the Safeguarding Governor (a position required by statute), there is a SEND governor at KA and the Trust recommends the appointment of a Health and Safety Governor. **Anyone interested in this role is to contact the Chair.** During the meeting David Hermit offered to take this role.

Training will be bespoke to the Trust and tailored towards the LGB's primary focus to support and challenge the school in its provision of education and welfare.

- 9. Local Matters** – Student Work Experience has proved challenging under Covid-19 restrictions, but the school and students will be ready to return to it as soon as Covid-19 restrictions allow; it is hoped it will be reinstated in January. In the meantime, the company, Mploy are sending in staff to run employability sessions covering matters such as CV writing and mock interviews.
- 10. LGB Policy Review** – Appendix 7 – Work is being carried out now on collating Trust Policies to ascertain those which are Trust Policies and those which are individual schools' policies. Governors will be provided with guidance on the process of when policies should be reviewed. **The Safeguarding Policy and Addendum and Behaviour Policy at Appendices 7 were approved.**
- 11. Admissions' Arrangements** - Appendix 8 – Appendix 8 – There have been no changes to the Policy (administrative amendments excepted) and **The CSS 2022 Admissions Policy was approved. Governors asked whether the CSS Admissions Policy might be tweaked in future, to allow for the transition of students from all TLA schools to CSS?** Governors agreed this would be a sensible consideration and the CEO confirmed that the Trust would probably support this. Remote teaching and learning across the Trust might also develop and expand the CSS position.
- 12. Matters to Share with the Trust Board** – Governors requested that Trust Board Minutes be made available to LGBs. Part 1 Minutes will be on the Trust website, but will also be uploaded to Governor Hub

**13. Covid-19 Update** – Appendices 9 – All Governors confirmed their satisfaction with the contents of Appendix 9 and there were no questions. The infection rate in secondary schools continues to rise and nationally, as a result, attendance is poor. All TLA schools have acted in accordance with Government and Local Authority (LA) guidelines and are protecting the education and safety of their students. KA and CSS have middling Covid-19 numbers when compared nationally, and lessons and work continuity is very good. KA and CSS are confident that they are doing all they can during such a dynamic and ever-changing picture. Another TLA secondary school, Congleton High School (CHS) recently underwent a Health and Safety check regarding its Covid-19 measures. The visit looked at national guidance compliance and the school's own, internal measures. The inspectors were impressed by the school's overall practices and no issues arose. KA and CSS have very similar practices to CHS in terms of Covid-19 measures, so by analogy, it is thought that the Trust measures overall, are good.

Students were not expected to do as many hours' work at home, as when in school and three to four hours' work a day, was considered good. Those students who did less than one hour a day were contacted and supported. 96% of students received teacher feedback and the SEND department were in regular contact with SEND students and TAs joined the live, online lessons where SEND students were present. SEND students were discussed in weekly Heads of Faculty meetings so that dissemination of all information ensures ongoing additional support can be provided where needed. **A governor asked how well Yr12 students settled back into CSS after lockdown.** Very well; early signs are very positive and tutors are currently assessing early assessment outcomes.

Parental surveys were carried out to assess how students were managing with working at home.

**Governors commented on the strong team that worked tirelessly throughout lockdown, acknowledging the hard and relentless work, always doing their best for the students and thanked the team. Also noted for thanks were those who identified need for individual students in terms of IT equipment and worked so hard to deliver laptops where required.**

**A governor asked whether the school had asked those students to whom they delivered laptops about where they were able to work?** It was noted that in some circumstances, an exam desk had been delivered if there was no available working space. Also noted, that laptops were also provided to all teaching staff and those members of admin/support staff who needed them.

#### **Strengthening Leadership, Collaboration and Governance**

**14. Matters for the Trust Board to Share with the LGB** – The Scheme of Delegation (SofD) is now complete and has defined and refined LGB roles, highlighting education and welfare as the key, primary LGB focus. The LGB agenda is a semi-standard one across the Trust schools, incorporating the Trust priorities and vision and values, utilised as agenda section headings. The agenda has items for back-to-back Trust/LGB reporting by exception and this first term of its use is by way of beta-testing the process.

**LGB Meetings –Governors asked what Governor training will be provided;** training will be bespoke to the Trust and tailored towards the LGB's primary focus to support and challenge the school in its provision of education and welfare with possible external support for matters such as safeguarding. Governors recently completed a skills' audit and review of these will inform training. **A governor noted that individual school's vision and values don't necessarily match those of the Trust and asked how the two work together.** These marry up through local identity and ethos, as they will encapsulate ambitions around education for all.

**15. Receive Budget** – Appendix 11. The budget was shared with governors. It was noted that given the covid disruptions and also that fact that staff have now moved to central services line of the budget, this year, a year-on-year comparison would not be informative. Monthly management accounts will be made available on Governor Hub, budget had been based on estimates and covid-19 still signifies much uncertainty. The Studio's is currently showing a break even budget.

**A governor asked if year on year comparisons would be shown in future years** – this was confirmed.

**A governor asked how the academy’s school development plan is fed into the budget** – this is through work with the headteacher and trust executive, which is then scrutinised by the Trust’s finance and Staffing committee. **A governor asked if the LGB would be involved in financial decisions** – The LGB has no responsibility for financial decisions, but if resources are thought to be hindering the provision of good education in terms of staffing for instance, that strategic need can be highlighted to the executive, who will look at how to address that.

**Date and Time of Next Meeting:**

**Next Meeting: Monday 8 March 2020** Location/Online TBC

**Meeting Closed 6.57pm**

Minutes approved: .....

Date:.....