



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



**Date: 28<sup>th</sup> September 2023 at 4:30pm**

**Present:**

Mr S. Houlston (SH) Chair in MM's absence with apologies  
Mrs P. Simpson (PS)  
Mrs S. Kay (SK)  
Mrs S. Yates (SY)

**Apologies:**

Mrs L. Hodgkison (LH), Mrs M. Massey (MM)

**In attendance:**

Miss N. Gregg – Headteacher (NGr)  
Miss N. Glynn – Deputy Headteacher and Deputy Safeguarding Lead (DSL) (NGI)  
Mrs C. Casewell – Vice Principal (CC)  
Mr M. Smissen - Vice Principal (MS)  
Mrs E. Johnson – Assistant Principal (EJ)  
Mrs Apalaghie – Observer – Proposed Governor  
**Clerk:** Mrs C. Gritton

**Administration**

1. The Chair welcomed everybody to the meeting, especially new Governor SY and proposed Governor Mrs Apalaghie. Apologies were received and accepted from LH and MM and the meeting was **quorate**. There were no declarations of personal or prejudicial interest.  
Unless otherwise stated, all papers and policies had been uploaded to Governor Hub (GH) prior to the meeting.
2. Minutes of Previous Meeting– The Minutes of the LGB meeting held on 6<sup>th</sup> July 2023, were **approved**.
3. Membership and Effectiveness Update The LGB has 2 Appointed Governor vacancies and 1 Parent Governor vacancy. Mrs Apalaghie is proposed Appointed Governor to fill 1 of the positions. No current Governor's Term of Office is due to expire this academic year.
4. Annual Tasks The Chair confirmed that MM had agreed to stand as Chair for the academic year 2023/2024 and the LGB unanimously voted to recommend her reappointment, along with SH as Vice Chair.

**Strategic Direction and Progress Against Priorities**

5. Vision, Values and Ethos **It was reported that** the students understand and can articulate, the values of opportunity, community and courage. The Parent Governor present reported that they and their child have positive views about the values and appreciate the link between the values and awards. **[ACTION GOVERNORS: Governors will speak to students about the values during their next school visit].**
6. Self-Evaluation (SEF) Paper 6 Summary SEF -Updated Sept 2023 was **received**. **It was reported that** the Trust provide good support in helping address the school's priorities. The school still has 3 long-term supply teachers, which is significantly fewer than last year. Positions are being advertised, recruitment has been positive and some staff who left have returned or asked to return. The school has a high number of Early Careers Teachers (ECTs) and the Trust has been supportive of the appointment of another senior leader. **Challenge: Governors asked what is the impact in those departments where there are vacancies. It was reported that** vacancies are in English, Humanities, ICT and TAs and the school is managing those departments. TA consistency is important, but no students have been negatively impacted by the TA vacancies as the school has agency TAs. Collaboration across Trust schools has been of great support to the school and NGr thanked in particular, Mrs Key, Headteacher of Knutsford Academy, for releasing a teacher to support SWS and the Trust are also working to support that.
7. School Improvement Plan (SIP) Paper 7 Getting to Good Plan 2023 v4 2023 (the Plan) was **received**. **It was reported that** actions hang off the development points from the Ofsted report and a detailed document sits beneath the Plan. The school has today, completed a Trust review and feedback has been positive about the calm environment and students' general compliance with behaviour expectations. Behaviour

overall has improved significantly and a Governor reported seeing a tremendous, positive change in behaviour at the school over the last 2 years.

## Education

### Paper 8 to 15 SWS Headteacher's Report to Governors September 2023

8. Admissions and Pupil Numbers **It was reported that** open evenings have seen a significant increase in the number of families attending. NGr and NGI have been going into primary schools and the number of 1<sup>st</sup> choice applications, across a good spread of schools, has also increased significantly, standing at 90% of Yr7 applicants. **Challenge: Governors asked whether there are any plans to increase Pupil Admission Number (PAN).** **It was reported that** there are no current plans to increase PAN. The school, is focusing on building a positive community reputation locally and with primary schools.
9. Attendance **It was reported that** whilst attendance is a national issue, SWS's last year ended well in terms of attendance and this year has begun with good attendance. The Attendance Strategy is having a positive impact and lates have reduced as the lateness detention strategy is working. Students with Pupil Premium (PP) and Special Educational Needs and Disability (SEND) and English as an Additional Language (EAL) have seen improvement compared to last year, the breakfast club being of significant impact on attendance. The school is seeing the impact of encouraging students' shift in understanding of what good attendance is and are supported by a strong pastoral team system, encouraging everyone to take responsibility for attendance and providing clarity as to accountability. The school is helping students to understand how attendance is linked to attainment. Governors congratulated the school on the attendance figures, noting consistency and uniformity of application of the strategies and their sanctions.
10. Behaviour **It was reported that** the year has started well in terms of behaviour and there is continued improvement in the key behaviour metrics. Uniform expectations are clear and interventions for non-compliance are swift. **Challenge: Governors asked what support is in place for students who are non-compliant with regard to their uniform, for reasons such as SEND.** **It was reported that** the school works with families to understand the students' needs, to balance expectations and make reasonable adjustments, which are going well. The school also works with parents/carers to ensure there are no barriers to uniform compliance due to financial hardship. 50% of referrals to the Internal Exclusion Room (IER) are for uniform infractions, but those numbers are decreasing. The application of the Uniform Policy has been very helpful in monitoring compliance and data gathering.
11. Curriculum **Papers 11 GCSE results analysis summer 2023, PP Update, 11a Summary of student target grades analysis, 11b Summer 2024 targets MSM EV (2), were received. It was reported that** outcomes are not where they need to be, but Governors were reminded of the impact of Covid and the transition of school leadership over the last few years. Areas of success can be seen, showing that the curriculum is right. Some of the best outcomes are in languages, for which the school now has specialist teachers, as it does for Maths and students and the new Head of Maths are enjoying lessons. Key to note was that results were broadly as expected in that there were no surprises, but grade variations were significant and the school is addressing quality assurance to ensure improved grade consistency. Mid-year admissions and small cohorts also affect the data, but if students in Step Out were to be removed from the data, the results are broadly in line with those of 2019, which is similar to other schools. Last year's and this year's cohorts are broadly similar, but this year's cohort is ahead in terms of culture and expectations; every student has been benchmarked, road maps have been prepared earlier than ever and there are more, earlier mock examinations. The school has a comprehensive assessment and tracking system and has set high aspirations and improvements are expected. **Challenge: Governors asked how the ability to plan, review and revise is built into the curriculum.** **It was reported that** Yr11 were provided with revision packs, had an information evening and utilised drop down days where they were taught resource-using skills and resilience. The pastoral team remain consistent for Yr11 and that same team can now utilise their experience to support this year's cohort. Mid-term and mid-point assessments have been introduced, designed to test for gaps. Purple sheets continue to be used to inform weaknesses and strengths, the reteaching plan has been implemented and coaching is being passed on. The results of benchmarking data will be available at the next LGB meeting.

**12. Quality of Education Paper 12 SEND Update** was received. It was reported that the school has looked at the Ofsted priorities and has a narrative to share the journey showing improvements. Enhanced quality assurance has improved teaching and learning and consistency of the use of purple sheets and SWS toolkit provide confidence in the curriculum. Experienced teachers deliver consistency and ECTs are being brought up to speed. **Challenge: Governors asked whether students would be able to articulate their working at and working towards grades and what they need to do to get there.** It was reported that purple sheets are a reliable and clear performance tracker, which the students understand and tangible pieces of evidence are retained to ensure confidence in current and predicted grades. **Challenge: Governors asked how the Trust supports quality assurance.** It was reported that Mrs Hooley of The Learning Institute address key concerns and offers Trust wide advice and ways of working. **Challenge: Governors asked how the SWS 100 improves the quality of education in the school.** It was reported that it provides students with experiences and language in a way that makes vocabulary relevant to them and offers support in building skills in resilience and courage to support the school values. SY offered the support and facilities of Reaseheath College to further broaden students' experiences.

#### Welfare

**13. Safeguarding** It was confirmed that Trust SEND lead, Mrs Josephs will attend the school week beginning 2<sup>nd</sup> October, following which the safeguarding figures will be updated. **Challenge: Governors asked how the school knows whether safeguarding is effective.** It was reported that external reviews are carried out to validate effectiveness, the last of which was carried out in July 2023 and there has been a distinct improvement, which was also noted when Governors came in and spoke to students. CPOMS is a Trust wide reporting system, providing categorisation consistency across the schools. A Trust data dashboard is being prepared and in the meantime, Governors confirmed that they would like to see the categories in order to fully understand what sits behind the figures, to enable Governors to track trends. A summary will also be provided.

**14. Wellbeing and Welfare – Pupils** It was reported that the Trust have recommended that the school establish a nurture group for Yrs 7 and 8. The Smoothwall monitoring system is fully integrated and is running well. Messaging and celebration assemblies are more frequent and are well received and successful.

**15. Wellbeing and Welfare – Staff** It was reported that staff morale is good, evidenced by their 'can do' attitude. Teacher strikes did not particularly affect the school, as staff are happy to be here and their personal needs are met. **Challenge: Governors asked how staff morale is measured.** It was reported that internal staff voice does not replicate the Trust survey outcomes. A member of staff present explained that the Trust survey did not ask the question, "...despite how hard you work and your long hours, do you like working at the school?" as their answer would be yes. It was reported that approachability of line management concerns are a legacy issue. NGr has set up staff drop-ins, beginning week 2<sup>nd</sup> October, for Early Careers' Teachers first. **Challenge: Governors asked about the support offered by the Trust wellbeing group.** It was reported that the Trust wellbeing group had been disbanded, but a new iteration is expected shortly. The Trust is signed up to the DfE Wellbeing Charter. The school has its own wellbeing group, which recognises that leadership approachability and personal support are wellbeing matters and the Director of the Learning Institute will be advising staff of training opportunities for leaders to support wellbeing. **[ACTION SH: SH will carry out a qualitative staff voice survey on a 1 to 1 level with staff about wellbeing].**

#### Local Matters and Stakeholder Engagement

**16. Policies:** The following Policies were approved.

**16a.** Attendance Policy

**16b.** SWS Rewards and Behaviour Policy 2023

**16c.** SWS SEPT 2023 DRAFT Mobile Phone Policy

**16d.** SWS SEPT 2023 DRAFT Online Safety Policy

**16e.** SWS SEPT 2023 DRAFT Safeguarding and Child Protection Policy

**16f.** SWS Suspension and Permanent Exclusion Policy 2023 DRAFT

- 17. Stakeholder Engagement – Parents/Carers NGr congratulated MS on the success of the Yr11 open evening, attended by 88 families. A more positive culture is emerging, evidenced by reduced incidences of social media criticism of the school and NGr is considering offering parent/carer drop ins.
- 18. Stakeholder Engagement – Wider Community **It was reported that** the school is aware that the local community does not necessarily fully recognise the positive improvements made, but the school is working hard to change that. However, there have been no complaints from neighbours regarding student behaviour this term and staff are helping support good behaviour by their presence at local shopping areas after school. Governors are keen to see the school celebrate and market its successes, such as it being 90% first choice school for Yr7 applicants.
- 19. Communication – To Trust Board, Executive, Education, Standards and Performance (ESP) Committee Governors would like their support of the school noted, with regard to the school having to wear TLP branded lanyards. The school is concerned that it is working hard to improve its reputation, name and profile in the area and removing the school name from lanyards means it is more difficult for the community to recognise SWS staff. Staff are now very proud of the school and hope to hang its reputation off its name. Parents had expressed disapproval of the recently suggested name change (which has already been agreed and communicated to all, will not go ahead) and the school are concerned that parents will see this the name being further removed from the school.
- 20. Communication – From Trust Board, Executive, Education, Standards and Performance (ESP) Committee
- 21. AOB The Parent Governor congratulated staff on the success of the recent open evening, reporting that it was a very positive evening for all. The Chair thanked the new Governors in particular for attending and contributing to the discussions and thanked SLT for their hard, impactful work.

<b>Date of Next Meeting: Tuesday 12<sup>th</sup> December 2023</b>	<b>Meeting closed 6:40pm</b>
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Minutes approved: .....

Date:.....