



## Minutes of the Local Governing Board of Winifred Holtby Academy

Tuesday 16 September 2025, 17:00

in the Winifred Holtby Academy Conference Room

### PRESENT:

Mr S Berry (Chair, SB), Mrs K Farmer (Headteacher, KF), Mr B Horsley (BH), Mrs A Hoy (AH), Mrs C Marshall (CM), Mr D Ord (DO)

### ALSO IN ATTENDANCE:

Mrs L Craxton (Clerk to the LGB, LC), Mr I Fernie (Deputy Headteacher, IF), Mrs L Foster (DSL, LF), Mr J Nassau (Assistant Headteacher, JN), Mr J O'Brien (Director of Improvement and Standards Secondary and Post-16, JOB), Mrs E Wilkie (SENDCo, EW), Mr K Ziebeck (Deputy Headteacher, KZ)

Throughout these minutes a question is indicated by Q followed by the initials of the questioner and a comment is marked by C.

### 01 WELCOME AND INTRODUCTIONS

LC and SB welcomed all to the meeting

It was noted DW had stepped down from the LGB. All present wished her well and thanked her for her contributions to the board

### 02 APOLOGIES

Full attendance

### 03 DECLARATIONS OF INTEREST

None declared for this meeting. Governors to complete new forms electronically

**ACTION: LC to forward data collection and pecuniary interest forms to the LGB for completion**

### 04 LGB MEMBERSHIP

It is the duty of the Governing Board to elect a Chair and Vice-Chair annually. SB volunteered to continue as Chair. Nobody else wished to be considered for the role

**Resolved:** All Governors approved SB's appointment as Chair

**Chair 2025/2026:** S Berry  
**Vice-Chair 2025/2026:** D Ord  
**PP Link:** B Horsley  
**SEND Link:** S Berry  
**Safeguarding Link:** D Ord  
**Attendance and Behaviour Link:** A Hoy  
**Teaching and Learning Link:** C Marshall  
**Careers Link:** TBC

## **05 ANNUAL SAFEGUARDING REPORT – 2024/2025**

- 24 on Child Protection Plan
- 101 on Child in Need Plan
- 19 LAC
- 24 Early Help referrals made
- 85 families open to Early Help (97 students)
- 118 Operation Encompass alerts received (72 students)
- 414 Smoothwall incidents flagged (297 students)
- CPOMS categories undergoing a change centrally
- Domestic abuse to be addressed in Year 9 and Year 8 curriculum to cover misogyny

*Q: (SB) Has there been a lot of mis-categorisation?*

*LF: Not really, they've been minor*

*Q: (DO) How do we inform new students about Smoothwall?*

*LF: It is always covered in assemblies. We have seen low level incidents since our return, the filtering and monitoring is strong*

*Q: (DO) KCSiE has been updated, has this been reflected in the school policies?*

*LF: The policies are all updated at Trust level, the Safeguarding Policy is up to date*

*C: (JOB) They went to the Trust Board last night and were approved so they should be coming through soon*

*Q: (SB) Is safeguarding embedded in the curriculum?*

*LF: It is covered in PSHE lessons and woven into other lessons*

*Q: (SB) Who does the safeguarding induction for new staff?*

*LF: At the moment that's just me*

*Q: (SB) Do students have an understanding of CCE (Child Criminal Exploitation) and CSE (Child Sexual Exploitation)?*

*LF: It's all covered in assemblies and lessons*

**ACTION: LC to contact People Services regarding a standard safeguarding induction for all new starters**

**LF left the meeting at 17:16**

## **06 MINUTES OF THE LAST MEETING (24 June 2025)**

The minutes of the meeting held on 24 June 2025 were declared a true record and are to be signed by the Chair, SB

## 07 MATTERS ARISING

**ACTION:** LC to follow up with Trust DSL regarding supervision and support for LF/Attendance  
**Completed. The Trust DSL has regular contact with LF**

**ACTION:** LC to speak to Education Team regarding the request for a full-time specialist dyslexia screener (staff member) **Completed. There is no plan at the moment for a full-time dyslexia screener**

**ACTION:** KZ to follow up Student representation at LGB and put suggestions to SB **Completed**

**ACTION:** LC to follow-up with M Brown and D Waterson (Executive Directors of Education) regarding primary closures, local context needs to be considered **Completed. As all primaries run to different timetables, it is not possible to align**

**ACTION:** CM to complete the safeguarding module on Governor Hub by the end of the summer term **Completed**

**ACTION:** LC to ask G Stafford to send updated Trust policy list to SB **Completed**

**ACTION:** LC to populate calendars with the LGB meeting dates for 2025-2026 **Completed**

**NEW ACTION:** JN to forward event calendar to LC for distribution to the LGB

**ACTION:** KF to arrange for Matilda the Musical to be advertised on the school website  
**Completed**

**ACTION:** LC to follow-up with relevant Shared Services colleagues regarding the omission of an apology from the school website relating to an incorrect version of the Admissions Policy being uploaded **Completed**

## 08 HEADTEACHER'S REPORT

- WHA is fully staffed with specialist teachers in every area
- Trauma informed training delivered at the start of the academic year

### Academy Development Plan

Strategies include, but are not limited to

#### Priority 1: Attendance

- Attendance strategy to continue
- Enhance to role of parents/carers in supporting good attendance

#### Priority 2: Quality of Education

- Use data intelligently to implement appropriate interventions
- Review and future proof SEND provision
- Review and future proof support provision

#### Priority 3: Culture and Climate

- Continue to develop leadership



- Develop relational practice
- Enhance communication between the Academy and home for students with specific needs

#### Priority 4: Developing Leadership

- Provide clear expectations around leadership
- Provide training on accountability and holding challenging conversations

#### Risk Summary

The greatest risk is Attendance followed by Academic Outcomes, SEND Sufficiency and Extreme Behaviours

#### Health and Safety Report

- The pool is now open and lessons are taking place
- Summer works are now complete

Q: (SB) Are you seeing a rise in safeguarding issues with SEND learners?

KF: Yes. They are climbing on the balcony, swearing and spitting at staff and are in and out of the gate by going over the top of it

Q: (SB) Has a risk assessment been documented?

KF: Yes and the LA have been informed but we have received a disappointing response from them

Q: (JOB) Is it one particular year group?

KF: It's a small group of Year 7 learners

C: (KF) We have put in a specialist group for them and adapted as much as we can

C: (EW) The difficulty is not the staff, it's the building. It's not suitable and the LA do not support as much as they should

C: (KF) Oakfield School are supporting us with looking for a suitable alternative way of working with these students. SEND sufficiency across the city is limited at present and children previously in AP's are having mainstream providers named in their plans.

Q: (DO) Is the danger the more you do manage, the more you will be expected to take in?

KF: We are already at that point

C: (EW) We are following a trauma informed approach. Some are settling but some are still destructive. Misogyny is a huge problem

Q: (SB) Are there any external partnerships you could work with?

EW: There are a few in Hull

Q: (DO) Is the pool used by the school only?

KF: No. After hours, RFM look after the lettings and take charge of the pool and all of the other facilities. Tweendykes also take responsibility when they are using it

Q: (SB) What are the other facilities?

KF: The drama studio, theatre, fields, gym to name a few

#### 09 PERFORMANCE DATA REPORT

Progress measures are not available for this cohort because there is no published prior attainment data due to the cancellation of KS2 assessments in 2020 due to COVID

- Attainment 8 35.88 (2024 34.85)
- Basics 4+ 49.8 (2024 49.6) and Basics 5+ 28.6 (2024 24.8)

- DA performed better at 4+ and 5+
- SEND EHCP down at 0 (2024 25)
- SEND Support up at 12.3 (2024 9.1)
- 3/6 Hub learners successful with entry to Hull College
- Strengths include English Literature and Sports Science

C: (KF) These outcomes are not where we wanted them to be

C: (JN) We are working hard to improve and have seen improvements in every measure but just not enough. It's been a turbulent year for Maths and improvements have been seen. There are a large number accessing The Hub and not taking GCSE's and they affect the figures but these leavers have left with qualifications valuable to them. There are a lot of positives that don't necessarily reflect in the data

C: (JN) Our current cohort will need a lot of support but are attending classes well.

Personalised Year 11 timetables have been issued

C: (IF) Year 10 need to perform better than ever in their upcoming mocks and strategies are already in place

Q: (SB) Is the increased tutor time affecting relationships and team building?

IF: We have had no resistance from staff or learners

C: (IF) The strategies are starting in Year 7 now, we are catching them early to support them better

C: (CM) There are lots of green arrows in this data, there is a lot to be proud of!

C: (KF) We wanted more for them

C: (CM) Speaking with them yesterday, a lot mentioned how much they are enjoying Maths and the revision sessions

C: (CM) I'd be pleased with these results after 1 year, pleased but not content

C: (JN) Our predictions were deliberately optimistic in an effort to drive the learners

Q: (CM) If there are no funds for targeted student work, is anything else available?

KF: We have the Trust Directors of English and Maths but they are thinly spread - we will negotiate times

C: (JN) The Trust Director of Maths is delivering small group tuition

Q: (KF) Is there any way we can get the Advanced Maths Practitioner in too?

JOB: I can speak to her, WHA needs to be a priority

Q: (CM) What about English?

JOB: I can certainly reiterate that to the relevant Executive Director of Education

Q: (DO) Do we know why some subjects do better than others?

IF: We are conducting an exam results analysis in every subject

**ACTION: JOB to speak with the Trust Advanced Maths Practitioner and Executive Director of Education regarding more support for WHA in English and Maths**

## 10 SEND REPORT

- There has been very little change since the last report
- 51 students with EHCP (Education, Health and Care Plan)
- 261 receiving SEN support
- Speech, Language and Communication biggest need
- SEND Champions appointed

Q: (SB) It's early days for the SEND Champions, how is it going?

EW: I haven't heard any 'grumbings', the parents are really pleased with the initiative



*C: (EW) Longer tutor time allows for daily check-ins with them. I'll be able to feedback the impact at the next meeting*

*C: (EW) We are seeing a lot of sensory needs*

*Q: (DO) How are the SEND Passports coming along?*

*EW: All will be ready by the end of September*

**ACTION: EW to feedback the impact the SEND Champions are having at the next meeting**

## **11 GOVERNANCE MATTERS**

### **11a Governor Training**

All governors were asked to complete the following training on Governor Hub before the end of the half term:

- Safeguarding\* (refresher if completed in full in last academic year)
- Suspensions and Exclusions

\* All governors who have completed full safeguarding training as part of their daily role do not have to complete the training but must bring proof of completion to the next meeting/email for LC to note

**ACTION: Governors to complete the safeguarding (where applicable) and suspension and exclusions training on Governor Hub before the end of the half term**

## **12 DATE AND TIME OF NEXT MEETING**

Tuesday 09 December 2025, 17:00. Pre-meet from 16:00

## **13 ANY OTHER URGENT BUSINESS**

### **13.1 Code of Conduct (LC)**

**ACTION: LC to forward the Code of Conduct to the LGB feedback and any suggested amends. The Code of Conduct for 2025-2026 will be agreed to at the next meeting**

## **14 ACTION POINTS**

**14a ACTION:** LC to forward data collection and pecuniary interest forms to the LGB for completion **(minute 03)**

**14b ACTION:** LC to contact People Services regarding a standard safeguarding induction for all new starters **(minute 05)**

**14c ACTION:** JN to forward event calendar to LC for distribution to the LGB **(minute 07)**

**14d ACTION:** JOB to speak with the Trust Advanced Maths Practitioner and Executive Director of Education regarding more support for WHA in English and Maths **(minute 09)**

**14e ACTION:** EW to feedback the impact the SEND Champions are having at the next meeting **(minute 10)**

**14f ACTION:** Governors to complete the safeguarding (where applicable) and suspension and exclusions training on Governor Hub before the end of the half term (**minute 11**)

**14g ACTION:** LC to forward the Code of Conduct to the LGB feedback and any suggested amends. The Code of Conduct for 2025-2026 will be agreed to at the next meeting (**minute 13**)

**The meeting closed at 18:18**

