



Minutes of the Local Governing Board of Winifred Holtby Academy
Monday 23 January 2023 at 17:00

PRESENT:

Mr V Tennison (Chair, VT), Mr D Brooke (DB), Mr M Brown (Headteacher, MB), Mr B Horsley (BH), Mrs A Hoy (AH), Mrs L Tomlinson (LT)

ALSO IN ATTENDANCE:

Mrs L Craxton (Clerk to the LGB, LC), Mrs K Farmer (KF), Mr I Fernie (IF), Mr J O'Brien (Director of Improvement & Standards, JOB)

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

37 WELCOME AND INTRODUCTIONS

VT welcomed all Governors to the meeting and officially welcomed LT to the board

38 APOLOGIES

Apologies had been received from W Anderson & A Saunders

Resolved: That consent be given to the above-named governors

39 DECLARATIONS OF INTEREST

All previously declared

40 LGB MEMBERSHIP

To be revisited at the May meeting due to WA & AS absence

41 MINUTES OF THE LAST MEETING (28 November 2022)

Resolved: That the minutes of the meeting held on 28 November 2022 be confirmed as a correct record and be signed by the Chair, VT.

42 MATTERS ARISING

ACTION: LC to look into access issues on The National College for WA **Completed**

ACTION: MB to forward updated number of staff who have completed their GDPR training to the LGB **Carried Forward**

ACTION: JR to check dates on all safeguarding policies **Carried Forward**

ACTION: AP to be included in the safeguarding report going forward **See minute 45**

ACTION: MB to forward Attendance Policy to LGB for electronic approval once ready, cc LC **Completed and approved**

ACTION: LC to inform VT once Attendance Policy is sent out for approval **Completed**

ACTION: MB to upload ADP into Teams and let VT know once done **Completed. VT to assist LT with navigation in Teams**

ACTION: KF to upload full PP Strategy to the website before the end of the year **Completed**

ACTION: WA & AH to complete 'Certificate in Safeguarding for School Governors' by the end of the Autumn term **Completed**

ACTION: WA, BH, AH & VT to complete 'Certificate in the Role of a School Governor' before the end of the Autumn term **See minute 49.1**

43 HEADTEACHER REPORT

- Successful Year 11 parents evening held with 180 families attending
- Prior to the Christmas break, 68 students visited Hull Truck Theatre to watch *Christmas Carol*. Their behaviour was so exemplary, members of the public commented they did not realise a large group of schoolchildren were in the audience
- New DSL appointed into non-teaching role

44 PERFORMANCE DATA REPORT

- Mocks included a full suite of papers and were externally invigilated
- Year 11 has seen an improvement on last's years results
- P8 mock: -1.63, 2023 predicted: -0.99
- A8 mock: 35.78, 2023 predicted: 42.55, 2023 target: 51
- Basics 9-4 43.4%, 9-5 24.2%
- Strengths include the continued improvement on 2022
- Basics match up 4+ & 5+ in need of development
- Although attendance is improving, it is still low at 86.6%. Trust target is 94%
- Attendance Improvement Initiative with the DfE now underway
- Small cohorts in Yrs 8 & 9 responsible for high lesson removes
- PP FTE numbers high
- Social time behaviour needs ongoing development

C: (KF) We had strong basics to work from and a strong lesson 7 programme in place

Q: (VT) Are you confident senior leaders understand the data?

KF: Yes, it's spot on. They blind mark and check each other's marking

Q: (VT) Looking at the data against the ADP and MED reports, basics is a problem area. The MED report stated teaching and learning as exemplary, but this is not reflected in the outcomes, why?

KF: Students missing from the data

Q: (VT) Do you have confidence in the MED data?

KF: Yes, it was all gathered from a range of different strategies and they are all pointing in the same direction

Q: (VT) Progress Directors have been involved in behaviour?

MB: Yes, they have been drawn in more than we would have liked

Q: (VT) Has there been an improvement in Year 11 engagements?

KF: At the beginning of the term yes. Now it's not so much

C: (KF) We've made a conscious decision to alter the curriculum for the learners

C: (JOB) Geography is quite low despite good teaching feedback

C: (KF) We were disappointed with one paper and historically we are quite cautious at this stage

Q: (VT) What's happening in French?

KF: We had a long-term absence last year but this is rectified now

Q: (DB) The 2023 targets are quite high. How realistic are they?

MB: We have to aspire to these

Q: (DB) In one table, EBacc is quite low. Who has the power to adjust?

MB: The Trust and WHA are in agreement not to push this as we have done in the past

C: (JOB) It's important to improve the qualifications the students are getting and we continue to strongly encourage able students to continue with EBacc

Q: (DB) Attendance is low due to sickness and other issues. How likely are you to reach the 91% target?

MB: It is achievable. It is a huge ask but the chance is there and the pilot Attendance Improvement Initiative scheme starts this week

C: (JOB) Important to note the DfE polit is just to look at processes, not to dictate or judge. It is hoped best practice will be shared

Q: (VT) Any attendance strategies?

AH: We have an extra staff member in Attendance, we hold parent meetings either in person or by telephone. We issue vouchers for 100% attendance and have attendance boards in classrooms. We have also started to text parents when their child/ren has achieved 100% attendance and also absentees' parents

C: (LT) The 100% attendance text is a real boost to parents

Q: (VT) How often do you review behaviour and attendance strategies?

KF: Constantly and we have most recently looked at seating

45 ACADEMY DEVELOPMENT PLAN

Priority one: further strengthen the Quality of Education

Priority two: further improve behaviour and attitudes

Priority three: enhance the PD provision

Priority four: further strengthen leadership and management

- A SEND deep dive has taken place
- Training session held to help students with ADHD/ADD
- Yipiyap secured 3 days per week
- ECTs progressing well
- Internal remove timetable continues to be impacted daily
- A further Year 9 group have completed the CONNECT programme
- PSHCE curriculum reviewed to include wellbeing topics for all ages

- Anti-bullying ambassador programme relaunched with Yrs 7 & 8
- MB, KF & IF have completed Senior mental health Lead training
- MB enrolled on NPQEL (Executive Leadership)
- 3 teachers enrolled on NPQSL (Senior Leadership)
- 1 teacher enrolled on NPQLT (Leading Teaching)
- 2 teachers enrolled on NPQLL (Leading Literacy)
- 1 teacher enrolled on NPQLBC (Leading Behaviour & Culture)
- Half termly newsletter celebrates the positive in the Academy

C: (VT) Thank you to the team for completing the impact indicators. How often do you review?

MB: Half termly and they are then presented to SLT and open to challenge. We also try to make it feed into other reports so we are not repeating work

Q: (VT) Words like typically and mostly used a lot, why not higher?

MB: We are still developing our ECTs

Q: (VT) Is the teaching lower quality with ECTs?

MB: No, not at all but they are still developing skills

C: (VT) I see planning files are not used consistently

C: (KF) We are still pushing hard in SEND so the children don't get forgotten

Q: (VT) Has there been staff absence in SEND?

KF: Yes

C: (VT) I am reassured by the data; it shows robust practice and is accurate. This ADP tells a good story

C: (MB) It's important to note a lot of the amber areas are always ongoing and may never change

46 SAFEGUARDING REPORT

- 67 students currently in a Category of Concern, including 14 LAC
- Year 9 highest number of SEND (71)
- 1 Operation Encompass alert received
- 248 safeguarding concerns logged on CPOMS
- Homophobic behaviour extremely rare

Q: (VT) Are there any welfare checks? Is there a monitoring process to keep on top of things?

MB: We have fortnightly meetings and we look at CPOMS. We assess from there and reopen cases if necessary

ACTION: LC to forward all governor safeguarding training to J Richardson

47 PUPIL DISADVANTAGE

- PP review conducted by senior leaders from schools across the Trust, a Trust AI Lead and VT. Report received very positive
- 622 students have accessed small group tuition this term. 291 of these are PP
- 21 students have accessed phonics interventions, 12 of these PP
- 118 students have been involved in the Reading Army, 75% of these beign PP. The average reading age gain over the term is 11.4 months
- 30 (14 PP, 6 SEND) students currently accessing link support
- Poor behaviour still high among PP

Q: (VT) How often do you review the strategies?

KF: At the end of each term mainly but it can depend on what they are

C: (VT) I'm satisfied the funding is being used well

ACTION: LC to contact WA with regards to submitting his PP link visit report

48 THRIVE APPROACH

IF gave a presentation showcasing the Thrive approach. Thrive is a whole setting approach to supporting wellbeing to improve attendance, behaviour and ultimately progress

- The culture and ethos is centred around creating A warm and welcoming environment for all students, using positive language to address issues and understanding that not all children have the same starting points, to name a few
- There are 2 sides to Thrive:
 - Supporting right-time development
 - Culture & Ethos
- Thrive Practitioners and Emotional Health Practitioners used
- Emotional regulation a focus

C: (IF) We need to do things differently and we are confident in this approach

Q: (VT) Are the Vision & Values built into the Thrive ethos?

IF: Yes, very much so

Q: (VT) Is this where you want it to be?

IF: We would have liked to have started earlier but we are where we are

Q: (VT) How often do you monitor progress?

IF: I have a fortnightly meeting with Mark

Q: (DB) How are you going to reach absent students?

IF: We hope to get them in a session with a Thrive Practitioner and hope we can break down the barriers for attending school

Q: (DB) Will it be challenging to appoint 2 Practitioners? Are you looking internally or externally?

IF: We will take internal but will also be looking for a neutral, external candidate

49 GOVERNANCES UPDATES

49.1 Link Visits

The following documented link visits have taken place over the last 2 half terms:

VT Staff Training Record on 05/09 (WHA staff training day)

- Thrive initiative explained to all by IF
- DSL delivered a training session on the key changes to KCSiE
- All staff have completed online safeguarding training
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VT DA Deep Dive on 23/11

- High level of support for SEN identified
- Q&A strategies varied to suit the needs of the students
- Consistently high levels of teaching observed

AS Careers on 17/11

- Supported internships to be looked into for SEND students

- Students in the HUB and on Futures programme do not currently do work experience. Extra resources are required to facilitate this once more

AH Attendance on 04/01

- Good practice in other schools to be looked at

BH has also conducted a wellbeing visit with MB to get an overview on where WHA stand. After speaking with colleagues in other Trust schools, staff wellbeing is held in high regard

C: (BH) There is no standalone strategy or policy for staff wellbeing. Is there a Trust policy?

JOB: Rie (R Lane, Director of People) is working on it. The upcoming all staff survey will inform her more clearly

Q: (VT) Do the values feature in appraisals and performance development?

MB: Not this time round. We have a buddy up system to support but the sense of belonging is not consistent throughout the whole staff. Recognition is informally given and staff turnover is low. It's a positive place to work

Q: (VT) When was the last staff survey?

BH: Last November

C: (MB) We held back as we knew one was coming from the central HR team

ACTION: BH to speak with R Lane regarding a wellbeing policy

49.2 Governor Training

All governors have now completed the 'Certificate in Safeguarding for School Governors

ACTION: WA, BH, AH & LT to complete 'Certificate in the Role of a School Governor' before the next meeting

50 ALTERNATIVE PROVISION

- 42 (33 PP) pupils currently accessing AP across 6 providers
- 15/42 have SEND
- 29/42 are boys
- Meetings take place regularly with all students in AP
- Increasingly difficult to place as all providers are full
- VT hoping to visit an AP with IF on 04 February

Q: (VT) Is there provision to bring them back in to school?

IF: Year 10 and up no. They are settled and on the right path. We may consider Year 7

Q: (DB) Is attendance checked?

IF: Every day and we visit family twice weekly

Q: (DB) And if they are not attending, what are they doing?

IF: Simply refusing

ACTION: AP destination data to be presented at the next meeting

51 POLICY REVIEW

51.1 Child on Child Abuse Policy

The Child-on-Child Abuse Policy was emailed to governors for approval

Resolved: The Child-on-Child Abuse Policy was approved

51.2 Attendance & Absence Policy

The Attendance & Absence Policy was tabled for approval

Resolved: The Attendance & Absence Policy was approved

52 DATE OF NEXT MEETING

Monday 22 May 2023, 17:00. Pre-meet at 16:00

53 ANY OTHER URGENT BUSINESS

53.1 STRIKE ACTION

The impact of any strike action was not known at the time of the meeting. Staff are under no obligation to inform their employer if they will be striking

Parents will be informed as and when information comes through

An extraordinary Trust Headteacher Board meeting is to be held to address matters

54 ACTION POINTS

54a ACTION: MB to forward updated number of staff who have completed their GDPR training to the LGB (**minute 42**)

54b ACTION: JR to check dates on all safeguarding policies (**minute 42**)

54c ACTION: LC to forward all governor safeguarding training to J Richardson (**minute 46**)

54d ACTION: LC to contact WA with regards to submitting his PP link visit report (**minute 47**)

54e ACTION: BH to speak with R Lane regarding a wellbeing policy (**minute 49.1**)

54f ACTION: WA, BH, AH & LT to complete 'Certificate in the Role of a School Governor' before the next meeting (**minute 49.2**)

54g ACTION: AP destination data to be presented at the next meeting (**minute 50**)

Part A closed at 18:55 and BH, AH, KF & IF left the meeting

