

Minutes of the Local Governing Board of Winifred Holtby Academy

Monday 15 April 2024, 17:05

in the Winifred Holtby Academy Conference Room

PRESENT:

Mr V Tennison (Chair, VT), Mrs K Farmer (Headteacher, KF), Mrs A Hoy (AH), Mr L Pearson (LP), Mrs C Sharp (CS)

ALSO IN ATTENDANCE:

Mrs L Craxton (Clerk to the LGB, LC), Mr I Fernie (Deputy Headteacher, IF), Mrs L Foster (for minute 51, DSL, LF), Mr S McKelvie (Assistant Headteacher, SM), Mr D Waterson (from 18:16, Executive Director of Education, DW), Mr K Ziebeck (Assistant 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.

46 WELCOME AND INTRODUCTIONS

VT welcomed all to the meeting and congratulated KF on her promotion to Headteacher

47 APOLOGIES

Apologies had been received from Mr B Horsely

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

48 DECLARATIONS OF INTEREST

None declared for this meeting

49 MINUTES OF THE LAST MEETINGS (23 January 2024)

Resolved: That the minutes of the meeting held on 23 January 2024 be confirmed as a correct record and are to be signed by the Chair, VT

50 MATTERS ARISING

ACTION: SEND targets to be included in Progress and Attainment tables going forward
Completed

ACTION: DW to speak with L Thompson with regards to governors being able to follow up on appeal panel recommendations **Completed**

ACTION: AH to complete the Role of a School Governor module on The National College by the end of the half term **Completed**

ACTION: LP to calendar in a SEND visit **To be rescheduled and removed from the minutes**

51 SAFEGUARDING REPORT

- Updated acronym list requested with each report
- 21 LAC on roll
- 37 in receipt of Child in Need plan
- 20 on Child Protection Plan
- 48 open to Early Help
- 516 Causes for Concern logged
- 36 Operation Encompass alerts received
- 49 reports of bullying received
- DSL to address CPOMS v Arbor logging
- Training given to site staff, cleaning staff to be trained next. Kitchen staff received training last term

Q: (VT) Who quality assures the training RFM give to their staff?

LF: I do

Q: (VT) Who manages the safety of the building?

LF: RFM. All concerns raised with them are dealt with

C: (IF) We do report things we see them and RFM are quick to address and fix where necessary

Q: (VT) Is the current model for safeguarding working well? Do you have enough resources?

LF: Yes, myself and the Safeguarding Officer take care of the more 'heavy duty' meetings but we would like the year leads to take on more of the 'lighter' loads

Q: (VT) Do you have sufficient oversight of the vulnerable children?

LF: Yes, my list is always up to date

C: (LF) Appropriate conversations with students help save a lot of time and often indicate if further intervention is needed

Q: (CS) Do you have enough capacity to carry out the new strategies?

LF: No!

LF left the meeting at 17:33

52 HEADTEACHER REPORT

Successes of the term to date include:

- Reinvigoration of the house system and student leadership
- Northern Powergrid have visited Year 8
- Year 9 have worked with the Army STEM team
- Year 10 have enjoyed a History visit to Leeds and a CV writing workshop with the University of Hull
- Year 11 have had college interviews and apprenticeship talks
- World Book Day was a huge success
- Girls Rugby is picking up pace

- The WHA Big Day Out was a phenomenal success that saw over 1000 students and 100 staff travel to various venues. Feedback from these venues was very positive with providers describing the students as 'brilliant'!
- New Attendance Office working well

Risk

- 3 areas of risk to note:
 - Attendance
 - Outcomes
 - Behaviour and attitudes to learning

Q: (VT) Have you seen a positive impact from the Big Day Out?

KF: It's early days but a positive shift has been seen. It opens up conversations

C: (VT) You have recruited well. The Attendance officer is making a big difference

C: (KF) Last week we had a good day with 90.1% attendance, the good weather helps

Q: (VT) Do you meet as a team with the EWO (Education Welfare Officer)?

KF: We have weekly scheduled meetings but also as and when needed

C: (SM) We have received positive feedback from the year teams

ACTION: R Pindar to attend the July meeting to discuss attendance strategies for 2024 – 2025

53 PERFORMANCE

53.1/53.2 Performance Data Report and Attendance & Behaviour

| | Attainment 8 | | | | Basics % 9-4 | | | | Basics % 9-5 | | | |
|---------------------------------------|--------------|------|-----------|-----------|--------------|----|-----------|-----------|--------------|----|-----------|-----------|
| | All | PP | SEND EHCP | SEND SUPP | All | PP | SEND EHCP | SEND SUPP | All | PP | SEND EHCP | SEND SUPP |
| 2024 Target | 55 | 54 | | | 80 | 76 | | | 59 | 55 | | |
| Autumn Mocks | 29.3 | 23.9 | 25 | 17.2 | 33 | 25 | 40 | 13 | 17 | 8 | 20 | 10 |
| Spring Mocks | 30 | 22.7 | 30 | 14.3 | 30 | 17 | 25 | 9 | 16 | 7 | 25 | 9 |
| Spring Mocks (Excl AP, Futures & Hub) | 32.5 | 25.6 | 30 | 22.0 | 34 | 18 | 25 | 14 | 18 | 8 | 25 | 14 |
| Above 90% Attendance | 40.3 | 34.2 | | | 43 | 25 | | | 25 | 14 | | |
| Below 90% Attendance | 21.1 | 19.2 | | | 18 | 12 | | | 8 | 4 | | |

- Spring mock results fell disappointingly below end of year targets
- Strengths include DA gap below Trust average and success in vocational subject
- Areas in need of development include A8, Basics 4+ and Year 11 attendance
- Specialist interventions taking place weekly

Attendance

- Attendance to date 88.3%
- Year 7 highest at 92.6%, Year 11 lowest at 84%
- Girls and boys even at 88.4% and 88.1% respectively
- PA 36.6%

Behaviour

- 805.5 days lost to suspension since the start of the academic year involving 137 students
- 9 permanent exclusions
- 263 students have accessed various outreach programmes such as Tigers Trust, Raceway, Thrive and Mind
- 38 students attending AP

C: (KF) Some progress has been seen between the Autumn and Spring mocks but overall it's not where we want it to be

Q: (VT) How are we at this position? Is it the Year 11 cohort? Are we going to repeat this with next year's cohort? Why is attendance woeful?

IF: We have a challenge with the current Year 10 going into Year 11 and the current Year 9 going into Year 10. Attendance is better lower down in the school. We have introduced the 55 Club and have many interventions in place. Last week, all but 7 in the 55 Club had full attendance

C: (VT) Interventions need to be in place to break the cycle

C: (KF) We need to get the message through that they need to work at home and after school. Interventions need to be in place from Year 7

Q: (VT) How does this get reported to the Trust?

KF: Through school review meetings. At the most recent one we shared the Year 11 concerns and strategies in place. We are trying everything

C: (VT) It's the same picture trust wide but they are confident in robust practices

Q: (VT) What is the 55 Club?

IF: 55 learners, over 5 weeks, must complete 5 significant pieces of work and when done, they get a £55 voucher. And for parents, if the students attend weekly, go into a weekly draw for a £55 grocery voucher through Wonde

C: (KF) We had to raise aspirations

C: (IF) We've done as much as we can possibly do, they need to meet us halfway

Q: (CS) The quality of teaching and learning is linked to good outcomes. We need to get it right from September, the staff need to have accountability. What are you going to do differently at the start of the new academic year?

KF: We are planning a Year 11 launch evening as the first parents evening

C: (KF) The drop down day identified incomplete vocational units and this is down to attendance

C: (SM) Looking at Year 10 attendance is a priority

C: (IF) Quality First teaching does happen when they are in front of us

Q: (LP) Year 9 have had rocky attendance, have any of the innovative ideas been rolled down to them? Will the funding cuts affect the incentives?

KF: Yes and we will need to move resources about to accommodate

Q: (VT) What is Operation Safe Harbour?

SM: I had the original idea and have received input from the EWO and Anita (Hoy). The emphasis behind it is that school is the safest place to be and they can access the support they need through the Link, Thrive and supportive adults for example. Conversations with parents are showing some improvements with previous non-attenders

Q: (VT) How will it be used?

SM: The EWO is in a position to monitor attendance. The AHT will oversee things but the EWO is in charge

Q: (VT) Are there any specific initiatives working well and not so well?

SM: The EWO overseeing specific year groups is working well as they are really getting to know the students. Data is not used well. A pastoral training package is in place for teachers to help with pastoral conversations. After the launch of Operation Safe Harbour in September, pastoral learning walks will take place after training is given

C: (SM) Attendance is a priority and at the heart of everything

Q: (VT) Is there a consistent approach to behaviour management?

KZ: The 5 AHTs are on top of the year teams. We have weekly line management meetings, proactive plans are in place and will be updated as and when necessary

C: (SM) Operation Safe Harbour will be a live document and can be updated as needed also

Q: (CS) Is the SENDCo involved?

SM: SEND attendance is very good. More cohesions between myself and the SENDCo is needed

Q: (DW) What is the cut off time before lates are unauthorised?

SM: 09:30

C: (DW) That's a good time

C: (CS) I see a lot of good work here

C: (VT) It's a new SLT with new initiatives and you are doing all you can do, looking ahead to the new academic year

Q: (VT) We are seeing a reduction in class removes, what is working?

KZ: We have revised the detentions system to name one change. All of the students know there are consequences for their actions. The quality of teaching and learning is also improving

Q: (VT) How do you know?

KZ: We see it in the reduction of removes, they want to be in the classroom

Q: (VT) What about suspensions?

KZ: We have also seen a reduction in those

C: (KF) We use Trust school and local schools to try avoid suspension

Q: (VT) Is the reduction down to the natural migration of Year 11 or something else, interventions for instance?

KZ: It's a mixture of both

Q: (DW) SEND are 15% less likely to be suspended if attending WHA. What are the next steps in terms of behaviour?

KF: We are hoping to get a resource base and will build in an AP curriculum

C: (IF) We have huge grounds, so much can be done here. A forest school is just one of them

Q: (DW) What are the barriers?

IF: There are no real barriers other than finances

54 SCHOOL DEVELOPMENT PLAN

The SDP will be discussed at the July meeting

Q: (VT) You are in a period of change and realignment. Are you satisfied all is under control, you have a lot going on?

KF: Yes. We speak to staff constantly and they are 100% behind us

55 SEND REPORT

- 40 students currently subject to an EHCP
- 251 receiving SEN Support
- Speech, Language and Communication greatest need

- SEND structure is fully staffed
- 78 diagnosed ADHD/Autism (64 primary need)

Q: (CS) What is the incoming Year 7 list looking like?

KF: Very similar to previous years. There are some on the list whose needs we just can't meet

Q: (DW) How many?

KF: 8 EHCPs are already on the list and we know this number will rise. There are a lot of complex cases coming in

Q: (LP) How are we validating the PP if the info coming from the primary schools differs from actual need? How do we cater for those children? Do you flag to the LA, how is the relationship with the LA?

KF: Staff are well versed in Causes for Concern and do flag immediately to the safeguarding team. SEND transitions are not an issue on the whole as we know what to expect. At the moment, the relationship with the LA is broken

Q: (VT) Does staffing capability reflect the increase in complexity?

KF: In the Hub yes but there is always more we can do with classroom teachers. Thrive and modelling are helping with this

56 COMPLAINTS

- 9 formal complaints received since January, all resolved at Stage 1

Q: (VT) Who has oversight of complaints?

KF: I do. I have access to the complaints platform and am always copied in and receive feedback. We review every complaint and try and make sure it doesn't happen again

C: (VT) You have the full support of the LGB when it comes to zero tolerance regarding abuse from parents

57 GOVERNOR LINK VISITS

No link visits have been carried out. Link governors urged to calendar in a visit as soon as possible

VT noted parents evening were a good opportunity to drop in

ACTION: Link governors to calendar in a visit as soon as possible

58 GOVERNOR TRAINING

All governors have completed their mandatory training for this academic year

59 POLICY REVIEW

59a RSE Policy

The RSE Policy was tabled for approval

Q: (VT) Have staff been trained to deliver?

KF: Every tutor has delivered it this year and the training put in place has been phenomenal

Q: (VT) How are policy changes communicated?

KF: They are communicated in the 6 briefings sent out each year

Resolved: The RSE Policy was approved

60 DATE OF NEXT MEETING

Tuesday 09 July 2024, 17:00. Pre-meet at 16:00

61 AOB

61.1 Uniform Policy Update (DW)

DW informed the LGB that from September 2025 a Trust wide Uniform Policy would be in place. Very few changes will be seen to the current WHA policy and, where applicable, logos and badges will not change. Affordability is the driver for the new policy

62 ACTION POINTS


62a ACTION: R Pindar to attend the July meeting to discuss attendance strategies for 2024 – 2025 (minute 52)

62b ACTION: Link governors to calendar in a visit as soon as possible (minute 57)

Part A closed at 19:20 and IF, AH, SM and KZ left the meeting

Signed by the Chair:

Date:


09/07/24.

