

Minutes of the Local Governing Board of Winifred Holtby Academy
Virtual via Teams. Monday 07 December 2020 at 17:00

PRESENT:

Mr V Tennison (Chair, VT), Mr D Brooke (DB), Mr M Brown (Headteacher, MB), Mr C Foster (CF), Mr B Horsley (BH), Mrs A Hoy (AH), Mrs J Smallwood (JS), Mrs S Waller (SW)

ALSO IN ATTENDANCE:

Mrs L Craxton (Clerk to the LGB, LC), Mrs K Farmer (KF), Mr I Fernie (IF),

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

30 WELCOME AND INTRODUCTIONS

VT welcomed all Governors to the meeting

31 APOLOGIES

Full attendance

32 DECLARATIONS OF INTEREST

All Governors had completed their annual declaration of interests. None specific to this meeting were declared

33 MINUTES OF THE LAST MEETING (09 November 2020)

Resolved: That the minutes of the meeting held on 09 November 2020 be confirmed as a correct record and will be electronically signed by the Chair, VT.

34 MATTERS ARISING

ACTION: MB to forward the contact details of E Wilkie to S Waller **Completed**

ACTION: CF to contact J Richardson to further discuss safeguarding **Completed**

ACTION: VT to forward the Governor shared calendar for all to populate with details of virtual visits **Completed**

ACTION: LC to circulate the WHAT liquidation report **Carried Forward**

ACTION: LC to collate all Governor training results and forward to VT **Completed**

ACTION: LC to put together a spreadsheet of all training to be undertaken and where to locate it **Completed**

35 STRATEGIC HEADTEACHER'S REPORT

MB thanked all staff who had contributed to the report.

The last Section 5 Ofsted inspection took place in July 2019 and WHA overall effectiveness was judged to Require Improvement. However, Leadership & Management, Personal Development, Behaviour and Welfare were Good.

The hard work continues and doing the right thing for all students remains key. There was an Ofsted visit held remotely on 1 December, and although there was no grading, it felt a very positive meeting.

- Staff have been incredible in adapting to the changes
- Both students and staff have adapted quickly to organisational changes
- Behaviour is improving and FTE numbers are falling after a spike
- Good ongoing support received from TCAT plus 2 Academy staff who are also AILs

C: (VT) I echo Mark's sentiment, this report is excellent

Q: (VT) Were Ofsted concerned about the high number of FTEs?

C: (MB) No, not at all. They looked more at patterns and trends. If anything, they were reassured that the number was steadily falling

Q: (VT) What does success look like to you with remote learning, Mark?

C: (MB) The high level of student engagement is our biggest benchmark

35a Quality of Education Summary

A lot of work was done during the first lockdown to make sure students could access the appropriate learning from home. What started out as a 2-week pack for students has developed into work they can now access in the curriculum.

- 155 laptops have been distributed to date
- Dongles were delayed due to a DfE issue. DfE had no reports of bubbles broken, therefore no dongles were distributed. WHA have since rectified this for the broken bubbles
- Planning underway to convert to a 3-year KS3
- College provision not to be offered in the future due to poor student engagement and outcomes. The hope is for GTA to be brought in-house from September
- The breadth of the curriculum remained
- Year 11 curriculum did not narrow, despite the restricted movement. All practical subjects have been kept, with the emphasis on theory work until such a time the practical side can resume. D&T classroom practical adapted to the new environment
- Year 11 PPE started today. Students have been talked through the new exam arrangements
- Catch-up implemented for all students
- Pearson & My Tutor utilised for online tutoring, Yipiyap involvement has been increased and 2 tutors have been applied for via Teach First as part of the National Tutoring Programme



- Staff in training currently make up 17% of the workforce and have adapted well to the challenges faced

C: (VT) I had a good catch-up with Michelle Kermeen, she is hoping to resume deep dives from March. This is a good, robust process

Q: (VT) With regards to the 17% of training staff, how do you manage to catch-up with them?

C: (KF) They are under the guidance of a professional mentor

Q: (VT) What is the response time for learning after the packages have been sent out?

C: (KF) Online learning starts the very next school day. We are experiencing delays with physical packs due to the postal service. The home learning team always have a full week's worth of bespoke learning on hand for every student

Q: (DB) Do you think the well-being of staff will suffer during the transition to a 3-year KS3 with the workload expected to get everything ready in time, especially given the uncertainty surrounding everything at the moment?

C: (KF) Core & EBacc are a 5-year programme anyway so very little change there. We are looking into taster courses for all of the optional subjects so there will have to be adaptations made

Q: (CF) Are there any other sets of mocks other than CAG? Where would you aim the CAG at?

C: (KF) We keep saying to our pupils they are not the finished product. During assembly on Friday we told them they had made massive inroads with the curriculum during the first term and we have that time again plus a half term. We are trying to let the students know these PPEs will not limit them. It will give us an indication but everything they do between now and the summer will give us a better indication so we are trying not to say to them 'this is it'. They are encouraged to keep working well. We know they are going to align the outcomes to last summers outcomes, rather than the summer before, so we would look at our grades and try and align in the same way.

Q: (CF) Any thoughts of using the National Tutoring Programme more?

C: (KF) We have asked and they won't be in place until next February at the earliest. We will use Pearson online provision and increase Yipiyap in the meantime

SEND Update

Year Group	No. in Cohort	In School SEN: 2019/20 (SEN support/EHC)	(%) School 18/19 (SEN support/ EHC)	(%) National 18/19 (SEN support/ EHC)
7	282	64↑/9↑ 22.70/3.19	17.56 (12.27/4.69)	14 (13.2/1.8)
8	274	39↑/7↓ 14.23/2.55	13.15 (11.65/1.5)	14.3 (12.5/1.8)
9	279	37↑/12↑ 13.26/4.30	15.6 (12.26/3.34)	13.6 (11.7/1.9)
10	251	33↑/5↓ 13.15/1.99	12.33 (10.28/2.05)	13.2 (11.2/2.0)
11	237	23↑/12↑ 9.70/5.06	10.41 (8.33/2.08)	12.9 (10.9/2.0)
Total	1323	196↑/45↑ 14.81/3.40	13.81 (11.04/2.77)	12.7 (11.0/1.7)

→ ↓ ↑ show the trend in terms of number of students with an EHC per year group compared to the last report.

- Supported set 5s continue with a new group being implemented in Year 7
- Each group has a dedicated TA
- The groups are made up from current SEND and those who used to be on the register

LAC Update

- There are currently 19 LAC students on roll
- With the exception of 2 students, the LAC cohort have excellent attendance and are making above or expected progress
- For the 2 exceptions, 1 Year 10 & 1 Year 11, appropriate alternative provision is being sought

35b Behaviour & Attitudes Summary

- Current attendance is at 90.4%, lower than 2019. Citywide average is 88%
- The dip is attributed to the current pandemic as a lot of parents are more likely to keep their children out of school for minor ailments and vulnerable children have been kept at home over safety concerns
- The figure does not reflect the number of students self-isolating
- The average number of FTEs per week during HT1 was 9. This has dropped to just over 4 in HT2. The spike was mainly caused by younger students not adhering to new rules and restricted movement
- There have been 57 students excluded so far this year, 4.3% of the school population
- 20 students have been excluded more than once, 1.5% of the school population
- 31 FTEs are as a result of students swearing at staff
- Permanent exclusions remain lower than 4 comparative Hull schools
- Current daily C3 average is 11.4. Strategies to reduce these include:
 - Use of On Call
 - A Report Tracking System
 - Faculty Support
 - Redirection of Education
- A Child Psychologist has been working with staff to develop a unique in-house behaviour programme. This will be ready to launch in January 2021. 30 students have been selected and 10 staff have volunteered to deliver the programme

Q: (VT) Have any staff been trained to handle physical conflict?

C: (IF) 3 staff members are Team Teach trained

Q: (VT) Is this enough?

C: (IF) Yes as it's very rare that physical restraint is needed

Q: (VT) Again, what does success look like with this programme?

C: (IF) We hope for higher attendance. A lot of the students' home environments are not positive and they are not making the right choices. We hope to equip them with key skills to make better choices going forward

C: (VT) It sounds like an excellent route to explore and will be well worth the financial outlay

Q: (DB) How do you see it working? Will it change behaviour?

C: (IF) We don't expect them to instantly improve, it's a whole school ethos and will take time

Q: (VT) Do you have regular contact with the external providers?

C: (IF) We meet weekly and have daily meetings with attendance team



SW joined the meeting at 17:45

35c Personal Development Summary

- More safeguarding issues have come to light, putting the staff under huge strain
- During the recent remote Ofsted, they were very confident in WHA measures to keep the children safe
- A query was raised regarding the TAF meetings. The table was thought to be incorrect as it shows 0 invited to yet 4 have been arranged
- 5 Governors to date have completed the online Safeguarding Governance module and 1 Governor has completed online FGM training
- Roll information as at 30 November below:

Year Group	Number on Roll	Roll Change +/-
Year 7	282	-
Year 8	274	-4
Year 9	279	-3
Year 10	251	-15
Year 11	237	+1

ACTION: MB to check with JRi regarding the number of TAF meetings on the Safeguarding Report

35d Leadership & Management Summary

- CPD continues to be at the forefront
- C Bushell still very much missed. The current LGB is a strong blend of experience and expertise, both from the education sector and beyond
- Leadership and management at all levels remains strong
- Remote Ofsted focussed on the student return to school. MB to update LGB once the report is received. Ofsted commended WHA on the way attendance has been handled

Q: (SW) Did they ask about the catch-up funding?

C: (MB) Yes but it was filtered into each conversation, not asked outright

36 GOVERNOR TRAINING AND SUPPORT

LC shared a document showing Governor training progress.

GDPR Sentry - To date, all but 3 have completed the GDPR for Governors module on GDPR Sentry.

ACTION: AH, JS and SW to complete the GDPR for Governors module on GDPR Sentry ASAP

Signed by the Chair: 
Date: 15 March 2021

Learning Link – All but one Governor has completed the new Safeguarding module but this is due to a recent registration issue on the site.

4 Governors are still to complete one other module of their choice.

ACTION: BH, JS, VT and SW to complete a Learning Link module of their choice

37 GOVERNOR LINK REPORTS

No physical Academy visits are to be undertaken but virtual meets should be taking place termly.

Careers – JS has met virtually with Michelle Sykes and has arranged another meeting for February 2021. AH to be kept in the loop and will be available if needed

Pupil Premium – VT and KF to meet in the new year

DSEN – SW and E Wilkie meeting Tuesday 10 December

Safeguarding – DB & CF to meet with JRi on 19 January

For a quicker turnaround, VT suggested the feedback boxes and signature boxes are removed from the form with just the Governor comments and signature remaining. All Governors in agreement with this

ACTION: Link Governors to complete the Governor Visit Form for every visit: physical or virtual

38 POLICIES FOR REVIEW

38.1 Curriculum Policy

The Curriculum Policy was tabled for approval

KF to make amendments

Resolved: The Curriculum Policy was approved after amendments agreed

38.2 SMSC Policy

The SMSC Policy was tabled for approval

Resolved: The SMSC Policy was approved

38.3 Intimate Care Policy

The Intimate Care Policy was tabled for approval

Resolved: The Intimate Care Policy was approved

39 DATE OF THE NEXT MEETING

Monday 15 March 2021, 17:00, venue TBC

40 AOB

40.1 New WHA Website

MB reported a few teething problems with the new website.

VT stated that it seemed difficult to navigate and invited feedback from the Governors to take to the next Chairs' LGB meeting

MB closed Part A of the meeting by wishing everyone a happy and restful Christmas break.

41 ACTION POINTS

41a ACTION: LC to circulate the WHAT liquidation report (**minute 34**)

41b ACTION: MB to check with JRi regarding the number of TAF meetings on the Safeguarding Report (**minute 35c**)

41c ACTION: AH, JS and SW to complete the GDPR for Governors module on GDPR Sentry ASAP (**minute 36**)

41d ACTION: BH, JS, VT and SW to complete a Learning Link module of their choice (**minute 36**)

41e ACTION: Link Governors to complete the Governor Visit Form for every visit: physical or virtual (**minute 37**)

The meeting finished at 18:35

