Minutes of the Full Governing Body Committee

Wednesday 12th July 2023 at 6.00pm

Present: Mrs. H. Allison-Warby, Mr. P. Beighton, Mr. R. Ingall, Mr. M. Edgar, Mr. C. Milnes, Mr. D. Gibbons, Mr. M. McKeown, Mr M. Savage, Mr. N. Potter, Mrs L. Holmes, Mrs E. Jubbs, Mr. S. Holt

Guests: Mr. Chris Davison, Mr. M. Spoors

Apologies: Mrs A. Edlin, Mr. M. Stapleton, Dr. M. Dunn **Minutes**: Mrs A. Williams, Clerk

12/07 23		**Actions**
35.	**Welcome and Apologies:** HAW welcomed the Committee and introduced Mr. Matt Spoors, Head of Services for Schools, Lincolnshire County Council, who was attending to discuss and answer any questions relating to the recent Ofsted Inspection (Part of item 5 on the Agenda). **It was agreed to discuss item 5 on the Agenda first.** Apologies: Mrs A. Edlin, Mr. M. Stapleton, Dr.M. Dunn **Note**: Mick Groves conducted a Property Tour of the School ahead of the meeting giving Governors the opportunity to see the recent projects that have taken place during the School year.	
36.	**Declaration of interest in any items of discussion**: None	
37.	**Confirmation of the Minutes of the Previous Meeting:** 26th April 2023 The minutes were agreed and adopted as a true reflection of the meeting. **ME proposed, NP seconded.**	
38.	**Matters Arising**: None	
39.	**Headteacher's Items** Ofsted Overview (MM/Matt Spoors) MM gave an overview of the Ofsted Inspection days and the processes involved in order for Governors to understand and take away the right messages from the Report. MM confirmed the School was overdue an inspection and were in the window for our ungraded Ofsted inspection as part of the regular routine inspections of Good and Outstanding schools. We were expecting this as it was overdue by 15 months. MM received the phone call and talked about the SEF, which has now been updated to reflect the Ofsted findings. Governance was discussed and agreement was reached on the areas to be looked at. They started off by talking to Middle Leaderships about the departments and the intent of the curriculum; do they know challenges, is it consistent across the School? They spoke to random students in the classrooms in Maths, English, Science, History and PE. Sixth Form area was looked at on the second day. Feedback from the 1st day highlighted Adaptive Teaching (equal access to the curriculum) as a priority across the School. It was decided after the first day that it would not convert to a section 5 inspection as there were no areas of concern. On the second day there was only 1 inspector rather than the 3 inspectors on the first day. SEND was identified as a strength with a lot of Adaptive Teaching taking place. Safeguarding, the SCR (Single Central Record) and CPOMS were looked at to see whether things have been actioned in a timely fashion and the processes followed through.	

39.	Continued …. Attendance, Behaviour and Exclusion data were all looked at with the comment '**Permanent Exclusion is used when appropriate'**. All conversations went well and according to plan. Verbal feedback was given by the Inspectors with Governor representation from PB, HAW, MS, CM, MD, and EJ. **The School remains a Good School and is a low risk School. We will be near the end of a 2-year cycle as we are low risk. Positives were highlighted as a 'Community valued by parents and pupils' It is rare to have such a galvanised team – remarkable how everyone works together with valued consideration towards the well-being of Staff.** Safeguarding was considered a strength with no issues on the SCR. Leadership Team and Middle Management leadership was also considered a strength with good conversations around intent of the Curriculum. There is a strong and supportive Governing Body, there is a clear vision for the curriculum with a broad spread of subjects. There is a good system in place for SEND students with Pastoral and the Behaviour Hub considered a strength. Personal Development was a strength. Our bottom weakest readers were able to decode using phonics and were able to read fluently. It was noted that it was quite rare to have such confident readers but reading for leisure needs to be improved**. Attendance remains 'stubbornly low' but the School is doing everything they can. The Inspectors stated that they did not see strategies happening consistently enough across lessons and evidence of how teachers address misconceptions and retrieval practise.** **MM advised he was disappointed to be in the 2-year window. Overall, there is work to be done but we are a 'Good School'. MM confirmed he could see why Inspectors came to their conclusions but did not necessarily agree with all of them.** Matt Spoors confirmed MM's points regarding the Inspection and then explained to Governors the standard processes for ungraded inspections. The Deep Dive is the main unit of a full inspection, during an ungraded inspection they look at 5 spotlight areas. The 4 possible outcomes for an ungraded inspection are: • School is a Good School • School looks like it is on an upward trajectory and could be Outstanding • An extension to a deep Section 5 Inspection if things are looking bad • Enough evidence that if the School was inspected under Section 5, the School might not get rated Good **Matt Spoors commented that he agreed with MM and felt the Inspection was a 'bit harsh' and 'nit-picky' and confirmed a full Graded Inspection will be expected before 2025.** **CM questioned whether poor exam results would affect our 'Good' rating?** Matt Spoors replied that exam results would not have a specific effect. **PB questioned what strategies other Schools or MATs were using to improve attendance and could anything else be done to improve it**? Matt Spoors confirmed that Attendance across Schools in Lincolnshire is an issue with persistence absence. It was suggested that the School continues its work with key families to promote better engagement. **The Chair and MM thanked Matt Spoors for the presentation and he left the meeting at 7.00pm.** Updated Staffing Structures/Action Plans MM confirmed that specific areas have been delegated to members of the SLT and discussed the priorities for the Action Plan with reference to the areas identified by the Inspection. • Claire Owens – Knowledge, Retention and Consistency. Adaptive Teaching to meet the needs of all (SENDCo, Jo Love) • Paul Fragle – Boys will be Boys (title to be renamed) • Greg Gilbey – The Love of Reading • Elle Garbutt – Behaviour and attitudes • Brian Middleton – Assessment Strategy • Kirstie Capes -Attendance	

39.	Continued …. HAW advised that she is looking to create an Ofsted Task Force of 3-4 Governors to focus on the 3 areas identified within the Ofsted Report as needing improvement. C. Davison, D. Gibbons, R. Ingall, N. Potter, L. Holmes and E. Jubbs all expressed an interest. It was suggested the 3 areas be a standing item on future Agendas. (To be discussed further next term). <u>School Self-Evaluation Document (SEF)</u> MM advised the SEF document has been updated in line with the Ofsted Report. Overview data will be added in September 2023. Exclusions, Suspension and Attendance summaries will reset themselves in September 2023. <u>Ofsted criteria RAGing</u> MM has produced a new guide 'The Ofsted Criteria June 2023'. This colour coded guide has been produced to give Governors an understanding of the criteria on which the Inspection was based. It highlights the areas we need to focus on. <u>MAT update</u> MM thanked Governors who had submitted comments/questions on the recent MAT presentation. MM advised that LCHS has been approached by two Primary Schools who are interested in us forming a MAT and being the lead school within it. **It was agreed to keep MAT updates as a standing item on the Agenda.**	**AW** **AW**
40.	**Policies:** None	
41.	**Committee Updates** <u>Finance & Property</u> PB confirmed that there has been a revision to our end of year break even position. We have gone from a position of being £200K in the red to £200K in the green enabling us to pay our contribution towards the premises project from 2022/2023 revenue funding. The Boiler project is currently underway; on time and under budget. There was a fire in the Design Technology Department last month with 6 rooms being affected. A schedule of repair works has been put together to replace major pieces of equipment as part of the insurance cover. PB advised Claire Simmons has been swift in her approach to dealing with the situation and has been reassured that there will be virtually no disruption to the School re-opening in September 2023. <u>Audit & Risk</u> MS advised the Audit & Risk Register now contains a lot more detail and is in a simpler form. There are only 2 outstanding red items which have been agreed will remain as red items as they are continually being reviewed and are considered ongoing risks. ME confirmed that the we have received approximately £5K in interest so far on the new deposit account. <u>Safeguarding Link Governor</u> CM confirmed that Safeguarding continues to be handled well. There is a meeting tomorrow 13th July 2023 with Paul Fragle during which the Safeguarding Audit will be signed off and submitted.	

41.	**Committee Updates** SEN Link Governor HAW confirmed that she has met with Becky Guyon and Jo Love and received and discussed details of the department. As of May 2023, we have 226 SEN students on the Register which is approximately 18%. They advised that we have an increasing number of students coming to LCHS with SEN (Special Educational Needs) and EHCPs (Educational Health Care Plans). They are hoping to have all Year 7's screened for Dyslexia. They continue to do great work and have produced a draft SEN Handbook containing details on the work undertaken in the department. Once the Handbook has been finalised a copy will be circulated to Governors for information. Staff Mental Health & Well-being HAW confirmed there is a meeting scheduled for Wednesday 19th July 2023.	
42.	**Chair's Items** Chair of Governors Report HAW discussed the Assurance Report which detailed the following: • Visits to the School • Walkabouts with the Headteacher • Department Visits • Panel Meetings • Staff Interview Panels The Report also contained details of the Ofsted Visit and the process involved as Chair. HAW congratulated MM and all the Staff for the way everyone pulled together during the Inspection process. Update on Members Meeting HAW confirmed that regular update meetings are taking place with the Members Committee and advised the second meeting of the academic year took place on 9th June 2023. School Budget 2023-2024 The Full Governing Body fully approved the School Budget 2023/2024 (Income £9,476,260 Expenditure £9,406,000 Surplus £70,257) **MS proposed, EJ seconded. School Budget 2023/2024 fully approved.** Safeguarding Audit Review CM confirmed that the Safeguarding Audit Review would be signed off and submitted during the meeting with Paul Fragle on 13th July 2023. HCG Heating – Boiler Project contract For record purposes, it was confirmed that the Full Governing Body agreed and approved the Tender for the Boiler project being awarded to HCG Heating. Term Dates/Committee Date Committee meeting dates for 2023/2024 were discussed and approved. **MS proposed, ME seconded.**	

42.	Continued …. <u>Governor positions next year</u> Discussion took place regarding Governor positions next year. RI advised his interest in becoming the Attendance Link Governor, possibly linked as part of the Ofsted Task Force. There were no objections. **RI approved as the Attendance Link Governor from September 2023.** HAW confirmed she would be happy to be re-elected as Chair in September 2023 if there were no objections. MM advised that he was open to conversations regarding Chair and Vice Chair positions as there are specific NGA development courses available to Governors who are interested.	
43.	**Any Other Business** CM confirmed celebrations will be taking place 13th - 15th September 2024 for LCHS at 50. A committee has been set up and CM will be meeting with students to gather ideas. By October 2023 we should have a good idea of what activities will be taking place. SH also advised that 100 ex pupils will be meeting at the Lincoln Hotel participating in a programme of activities to celebrate the occasion. **LCHS at 50 to be added as a regular item on future Agendas.** CM commented that the recent LCHS Art Exhibition was fantastic and a great success. It was requested that a letter be sent to Sara Maltman congratulating her on the event. **AW to prepare a letter.** HAW advised a Thank You letter was being sent out to all to Staff on behalf of the Governing Body thanking them for their continued hard work. **HAW thanked MM and the Governing Body for their support during the past year and wished everyone a well-deserved Summer break.**	**AW** **AW**
44.	Date of next meeting**: 20th September 2023** **Meeting ended: 8.00pm**	