FINAL
Minutes of the Full Governing Body Committee

Wednesday 13th December 2023 at 6.00pm

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

Apologies: Mr. S. Holt **Minutes**: Mrs A. Williams, Clerk

Guests: Mr. Brian Middleton (SLT) Mrs. Claire Owens (SLT) Mrs K. Capes (SLT)

13/12/23		**Actions**
11.	**Welcome and Apologies:** HAW welcomed the Committee.	
12.	**Declaration of interest in any items of discussion**: None	
13.	**Confirmation of the Minutes of the Previous Meeting:** 20th September 2023 The minutes were agreed and adopted as a true reflection of the meeting. CM proposed, PB seconded.	
14.	**Matters Arising**: None	
15	**Headteacher's Items** 15.1 Quality Assurance overview (C. Owens) CO met with Chris Davison recently to discuss Quality Assurance. A spreadsheet has been put together with all the data relating to Quality Assurance and the Quality Assurance Plan for the year was discussed at a recent Curriculum & Standards committee meeting. A total of 123 lessons have been visited across all subjects up to the present date and CO confirmed that all teachers have been seen at least once. Several Heads of Department have completed their own Quality Assurance, and these have also been added to the spreadsheet. The intent element of the curriculum has been focussed on to ensure all Heads of Subject have a clear intent of the curriculum and are able to articulate that intent and evidence it. The next stage is the implementation. CO advised that the school is committed to the pedagogical approach to learning and respects the professional autonomy of the Staff. Governors reviewed the document which gave a summary of the patterns emerging at present. It currently indicates our strengths are whole class instruction, immediate feedback, whole class questions and answers and cold calling, however it is early days and the body of evidence will show much more in the future. The data will be used to inform the Teaching and Learning policy which will detail what strategies we routinely use and the narrative of what our teaching implementation looks like and how it is delivered. **CM asked how the School measures the impact on student progress?** CO advised it was hard to measure as we are still building the data, however feedback from student voice would be obtained and possibly looking at results. **MM assured Governors that based on what are the agreed most effective teaching strategies our students are regularly subjected to a multitude of the best researched teaching practices and by Easter over 300 lesson observations would have taken place evidencing that.**	

15.	Continued …… 15.2 Attendance update (K. Capes) KC gave an overview of the cumulative Key Data from 5th September to the present date Week 12. Overall attendance is 91.52% which is 2% better than last year. Year 9 figures were slightly lower than the previous year, but they are a weaker co-hort. KC advised data is submitted at the regular County Council Support meetings. The first meeting took place in Week 4 so there was little data to go on at that point. Key Data for Weeks 1-4 were categorised into 5 bands regarding attendance; Severe 0.50%, At risk of severe 51-79%, PA (persistence absence) 80-90%, At risk of PA (persistence absence) 91-94%, Expected 95-100%. KC confirmed that during Week 4 we were doing better than comparable schools in Lincolnshire. The areas we were struggling in were Severe and At risk of Severe. KC explained that a number of the pupils within the severe category were going off-roll or were on reduced timetables and this affects the figures. **Overall, the current attendance figures stand at 92% compared to 88% last year.** The Strive for 5 initiative is working well with every student at risk of PA being targeted. During Term 1 60% of the targeted students made an improvement. There are rigid and robust systems in place regarding Attendance and micro scripts have been developed and are being used to discuss attendance in a positive way at Parent Evenings. **Fining will be re-introduced for persistent absentees**. KC discussed the various incentives towards increasing attendance including the '12 days of Christmas' where students win awards for regular attendance. Also, every pupil will receive a festive meal. **CM questioned whether we talk to other schools regarding their strategies on attendance?** KC advised we attend online strategy meetings with other schools with the possibility of collaboration with Manchester Community Academy who are introducing an Attendance Hub similar to the recent Behaviour Hub. In January 2024 the Team will be expanding with an AHT in charge of Attendance, an Educational Welfare Officer, an Attendance Officer and an Attendance Administrator. We also have 5 Pastoral Managers who make calls to families every day all helping to drive consistency. 15.3 KS4/KS5 update (B. Middleton) BM discussed the Ofsted Inspection Data Summary Report and advised that changes had been made to the original format. Key points included: Intake - Our pupil base deprivation factors are above average and Prior attainment in Years 10/11 is significantly below average in Reading and Maths. BM advised these were weaker Year groups than the previus year. We are closer to national averages in Writing. BM discussed the data surrounding Subject entries at KS4 which goes through our average point scores in 2023. It highlights areas in English, Science, Humanities and DT as the lowest 20% in terms of outcomes, however these areas have already been identified. The A Level point score is good, and the 6th Form are doing well. LCHS targets are set with a minimum of FFT50, most lie between FFT50 and FFT20. The predictions/targets are broadly showing as Maintaining or Improving. MM confirmed the document is highly detailed indicating what our targets are and which areas are points of concern. It provides a realistic benchmark and gives Governors a better idea of what subjects are performing well. BM confirmed the document contains no surprises. There are no significant differences to nation averages and reinforces what we already know. **PB noted that staff absence was significantly above national average and questioned whether this was the same last year?** MM advised that staff absence was difficult to code – Covid had a large impact on staff absence but more significantly there were 3 or 4 long term absences which affect the figures. Overall, however, staff absence this year is much better. 15.4 MAT update No real update. We have been approached by the Headteacher of Sturton by Stowe as they are interested in being part of a MAT. They are 'testing the waters' and have asked permission to meet with our Chair for a chat to see if we are interested. That was 5 weeks ago - they have not come back yet. If they do contact us, Governors can decide how they wish to proceed. DG felt the motivation on their part is Admissions. MM advised this was a possibility but whatever the outcome of discussions, the School would not be changing our Admission Policy.	

15	Continued ….. 15.5 Interim Management Report MM discussed and reviewed the Interim Management Report – **there were no questions.** **HAW asked about whether recruitment posts had been filled?** MM confirmed we are covered temporarily, however, we do have a Maternity leave at February half term. We have a new Maths teacher starting at Easter and 2 English teachers are being replaced. One position is being filled with a good qualified English specialist in January 2024, who has taught with us before. The second will be going to advert. We also have a long-term supply teacher in Science.	
16.	**Policies** LCHS Anti-bullying Policy 2023/24 LCHS Attendance Policy 2023/24 LCHS Complaints Policy 2023/24 LCHS Equality and diversity Policy 2023/24 LCHS First Aid Policy 2023/24 LCHS Grievance Policy 2023/24 LCHS Home-School Agreement Policy 2023/24 – one minor change see highlight LCHS School uniform Policy 2023/24 All the above Policies were reviewed. NP proposed, EJ seconded. **All abovementioned Policies approved.**	
17	**Committee Updates (5 minutes)** 17.1 Finance & Property (PB) PB confirmed we are in a good position financially with £340K excess of income over expenditure for financial year 2022/23. As a consequence, reserves have increased to £1.13m. Predictions for current financial year are that we will remain 'in the black' despite increasing pressures on school budgets nationally. MM advised that it was intended to maintain 2 months operational costs in Reserves. PB confirmed that due to our good financial position we were able to undertake an IT project which urgently needed addressing. **DG questioned whether the percentage amount of the School reserves remains under threshold?** PB confirmed that is does. 17.2 Audit & Risk (ME) MS confirmed there were no issues with the Risk Register, nothing has changed. IT remains on the Register as a continuing risk. 17.3 Curriculum & Standards (CD) CD confirmed Curriculum meetings were going well, as covered and discussed in item 15 above. Conversations included paired observations, benefits of narrating lessons and consistency and the impact on Students. CD suggested it would be good to receive feedback via Student Voice. 17.4 Safeguarding Link Governor (CM) CM confirmed Safeguarding meetings were going well, and the Safeguarding Audit has been submitted with no issues. CM advised that together with Paul Fragle he had met 3 groups of LGBT students to look at and discuss 'Respect'. Further discussions will take place in January. CM advised that during a recent PDC Panel meeting Governors were concerned with the lack of support from the Local Authority regarding the Students' circumstances. A letter is currently being written to the Local Authority expressing those concerns.	

17.	Continued …. 17.5 SEN Link Governor (LH) LH confirmed that she had met with Jo Love from the SEN Department. It was a very thorough meeting and discussions took place around the SEND Staff Handbook and how it is implemented. Intervention measures were discussed and how they work during form time. Staffing within the Department is not at full capacity but is better than in the past. Jo explained how they use 'Lego Therapy' and advised of the work they do with the Educational Psychologist. Details of how Students come onto and off the Pastoral Plans were also discussed in full with all the information carefully documented. LH confirmed it was a very enthusiastic and positive meeting with Jo clearly showing passion and dedication to the Department. MM confirmed she is a 'brilliant appointment'. 17.6 Staff Mental Health & Well-being (HAW) HAW advised that no formal meetings have yet taken place. MM confirmed that we are recruiting for a Mental Health Advisor, but an appointment has yet to be made. However, 4 SLT members meet fortnightly to discuss any Staff issues. 17.7 Attendance Link Governor HAW advised that she is temporarily taking on the role of Attendance Link Governor.	
18	**Chair's Items** 18.1 Welcome new Parent Governor HAW informed Governors of the new Parent Governor Mr. Gareth Godley who was not at the meeting due to the School awaiting DBS documentation. Mr. Godley will be joining the Finance Property Audit & Risk committee and will be a welcome addition to the Governing Body. 18.2 Ofsted Task Force - To be discussed next term 18.3 School Visits The School Visits Report had been circulated ahead of the meeting. HAW informed Governors weekly School visits continue to take place and highlighted the visit on 11th October 2023 where Year 11 were taking part in a Revision Workshop with a guest speaker. The students were fully focussed and engaged and were thoroughly enjoying the experience. Also, during departments visits to English, Maths and Science on 15th November 2023 HAW spoke to several students and saw they were using retrieval practices as they referred to having a better understanding from previous work covered. 18.4 Governor Training Action Plan 2023/2024 The Governor Training Action Plan 2023/2024 was discussed and **approved**	**HAW/ AW**
19	**Any Other Business** 19.1 Year End Financial Accounts 31st August 2023 The Year End Financial Accounts 31st August 2023 presented at the Finance meeting dated 11th October 2023 were approved and recommended for forwarding to the Full Governing Body for approval. NP proposed, EJ seconded. **Year End Financial Accounts 31st August 2023 approved and signed ready for submission.**	

19	Continued …. 19.2 LCHS at 50 (CM) CM confirmed the LCHS@50 Action Committee meets monthly to discuss the events taking place on **14th-16th September 2024**. Activities will include: • Digital Archive dating from 1974 to the present • Year Group Photos • A Time Capsule • Floral LCHS@50 displays around the School • A logo Water Bottle (designed by a Pupil) • Various local events arranged for past and present LCHS students who are attending from all over the country CM agreed to keep Governors informed of further plans. **HAW thanked everyone for attending and their continuing hardwork.**	
20.	Date of next meeting: 24th April 2024 **Meeting ended: 8.00pm**	