FINAL
Minutes of the Full Governing Body Committee

Wednesday 24th April 2024 at 6.00pm

Present: Mrs. H. Allison-Warby, Mr. P. Beighton, Mr C. Davison, Mr. M. Edgar, Mr. D. Gibbons, Mr. M. McKeown, Mr. C. Milnes, Mr. S. Holt, Mr. M. Savage, Mr. G. Godley

Apologies: Mrs. L. Holmes, Mrs. E. Jubbs, Mr. N. Potter, Mrs. A. Edlin **Minutes**: Mrs A. Williams, Clerk

Guests: Mr. Brian Middleton (SLT) Mrs. J. Love (SENDco)

24/04/24		**Actions**
21.	**Welcome and Apologies:** HAW welcomed the Committee.	
22.	**Declaration of interest in any items of discussion**: MS declared an interest in Item 5 of the Agenda (**update on Alternative Provision MM)**. As Chair of the local Cricket League MS expressed concerns regarding the loss of the facility and withdrew from the meeting when that item was being discussed. MS also commented that the Minutes of the Finance Committee meeting dated 27th March 2024 stated that "*The majority of the equipment stored belongs to 4 local Cricket Clubs that rent the facility during the 13 weeks when students are not at school".* MS advised this was incorrect – the Clubs also use the facility midweek and at the weekends. MS hoped a compromise could be reached to solve the various concerns. **The comment was noted. AW to amend the Minutes.**	**AW**
23.	**Confirmation of the Minutes of the Previous Meeting:** 13th December 2024 The minutes were agreed and adopted as a true reflection of the meeting. CM proposed, PB seconded.	
24.	**Matters Arising**: CM questioned Item 15.1 and asked whether Student Voice had been consulted regarding Quality Assurance. CD advised that Student Voice have been consulted and this was reflected in the Minutes.	
25.	**Headteacher's Items** 25.1 Update on SEND Provision (J. Love, SENDCo) JL has been in post since May 2023 and gave an overview from May 2023 to April 2024, and advised on projections for September 2024 onwards. JL confirmed the Audit document from the Key Website was used to form an Action Plan which feeds into and meets the overall School targets. The main strengths of the Audit were the whole School Admissions and the process for SEND. It indicated a lot of good processes and models were in place including inclusion briefings in terms of overlap between departments. JL advised a year ago staffing requirements were strong but would not consider it a strength now due to the increasing number of SEND students. The Governing Body was also considered a strength with several meetings taking place with members of the Governing Body including Leigh Holmes, designated SEND Governor. Work with Parents was another strength - areas for development were the systems and processes	

25.	Continued …… in place for identifying SEND within the School and keeping that information up to date. At the time of the Audit accessing and reviewing the information was not happening enough and it was not consistent across all staff. Going forward JL advised they will be investigating how we are identifying the needs of SEND and the processes involved in order to ascertain whether it is a genuine SEND need or another issue. Every child on the SEND register now has a Passport and they meet with a member of the department at least once a year as a minimum requirement to review the need. This has been proving very successful, however is becoming more challenging as the number of SEND students increase. The Passport is split into 3 waves which makes it easier to track. Previously we utilised the Transition Teacher who has now moved away from the Transition model and into Intervention measures. LSA's are championing each specific learning difficulty within the department and Lincoln Psychology Services are providing training. The system regarding new referrals to the School is being made more efficient with visits to Primary Schools accessing the level of need required and hopefully ensuring they have the necessary EHCP in place before arriving. JL advised challenges going forward will be time, capacity and volume. The EHCP consultations and working with Caseworkers has been problematic and unproductive. We have over 50 EHCP students coming next year which is a sharp rise, together with an increase in the number of students on the SEND register. A lot of the EHCP applications for Year 6 students coming in September 2024 have been declined or overturned as '**not being code compliant if we are unable to make need**'. JL has researched the SEN regulations and the Children and Families Act and with the support of SLT the department has attended SEND Law courses to help gain a better understanding of the process. The consultation process will be revamped next year to protect the School and our resources. **MM commented that some EHCP students are very complex with varying needs. Parents have a choice to see whether the School meets need – if the School advises that we cannot meet their needs, Parents can still send their child leaving us with no choice and profound difficulties.** It was acknowledged this is a National concern for all schools but LCC will need to ensure we have funding if we say we cannot provide provision. JL advised that successes included: Training and CPD, Appraisal system and the Screening process. Identified interventions in Year 7 has improved the number of students attending lessons. **Priorities going forward include maintaining the initial screening process and the targeted interventions.** The 1:1 model of teaching SEND students will not be sustainable. SEND will remain a high priority within School, with work continuing with SLT and Feeder Schools regarding the picture of support. Courses have been booked to support students with ASD and we are being proactive, working with Kate Marsden, Head of SEND at LCC who is coming into school on 9th May 2024. **HAW thanked JL for the overview and PB commended the independent work being carried out to gain a better understanding of SEND Law.** 25.2 Expected Year 11 analysis against agreed Academy targets and actions since the last data cycle (B. Middleton) BM discussed the Target overview documentation which had been circulated ahead of the meeting. In summary compared to last year: • Year 11 cohort has 53% females compared to 47% last year • We have 4% less disadvantaged students and 4 EHCP students compared to 3 previously. • Attendance has improved slightly.	

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- FFT50 targets were discussed and BM advised in the majority of subjects we are meeting or ahead of our targets.
- Basic figures are broadly in line with term 4 predictions

BM confirmed we are optimistic regarding our figures and predictions and are expecting to gain a good set of results. Data was discussed regarding comparisons to last year and it was noted that we have a different make-up of students this year the impact of which can affect results.

MM advised we have Exam Markers in each department which provides quality assurance on the assessing of exam grades. This year the English mock exams were sent away for external marking as a further measure of quality assurance. The Maths department has 3 Exam Markers so we have a good level of expertise. We have a greater number of students attending with 95-100% attendance which will have an impact on improving our scores. PB expressed thanks for the good work on the accuracy of Predictions Table which indicates a Progress 8 figure of -0.08 which is far better than most Lincolnshire schools that are not grammar schools. Data was also colour coded by department to easily show which students were above or below FFT50 predictions. However, it was noted that these figures can be impacted by just a small number of students and their particular circumstances. **HAW asked whether any interventions were in place within subjects for students with predicted low grades?** BM confirmed thorough and precise assistance is timetabled in English, Maths and Science. Also, a picture of need is assessed and given within other departments such as DT.

HAW thanked BM for providing a thorough overview of the data and documentation. There were no further questions.

25.3 2023/2024 SEF Document update (M. McKeown)

Governors have received and reviewed the SEF document at previous meetings. It is a working document and the data is constantly being assessed. The document includes an overview of the School, Safeguarding Summary, SEN summary, Attendance data and Suspension/Permanent Exclusion data together with external examination data. This one document gives SLT a good opportunity to make valid judgements and Governors are able to hold Management to account. MM advised we have set ourselves some challenging targets but are optimistic. Most are higher than FFT50 several are around FFT30 and some in line with FFT20.

MM highlighted the professional development qualifications currently being undertaken by staff which shows the breadth of capacity that is developing within the School. A number of Staff also have their children here which shows their faith in our School and what we are doing. The context paragraph within the document gives a flavour of what our school is like – Governors are free to contact MM if they have any questions.

Details were included from the last Ofsted inspection. Information and data relating to improvement and our strengths has now been shown together with key focuses for further improvement. **MM confirmed that input and feedback from Governors is welcome relating to the narrative.**

25.4 Update on Alternative Provision discussions (M. McKeown)

MS left the meeting a 7.20pm whilst this item was being discussed due to a declaration of interest.

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MM confirmed he had been tasked with producing a feasibility study regarding what an Alternative Provision would look like at our School. The number of exclusions is rising and it was questioned whether better provision could be provided within our School for students genuinely at risk of permanent exclusion. So far this year we have had 6 or 7 exclusions which is far too high but are totally justified. Unfortunately, there is little faith that once a student is excluded they are going onto better provision. We cannot rely on capacity externally as locally there are currently 130 permanently excluded students with nowhere to go. MM briefly discussed the 4 stages involved in our Inclusion Ladder advising that once students reached level 7 Alternative Provision is a consideration and at level 8 they are at risk of permanent exclusion. There are very few Alternative Provisions for those students at level 7 so we have to look at other strategies such as reduced timetables, additional 1:1 support etc.

The School is looking strategically to see what we can do. The vast majority of our students behave as expected but there is an increasing number whose behaviour is extremely challenging. The proposed onsite Alternative Provision would provide space for up to 20 of our most vulnerable students studying/learning an alternative curriculum in a standalone setting separate from the School. Discussions would be needed to as the length of time spent there, temporary or permanent and the exact detail of the curriculum. **The documents and building plans regarding the proposal were reviewed and MM advised that we would not need to apply for planning permission for change of use as the Cricket Pavilion is an existing building with its own access and has all the necessary facilities in place.** The cricket pavilion currently holds no real purpose for the School, it is mostly used for storage. Local cricket clubs use the facilities and the School acknowledges the longstanding arrangement that is in place and appreciates the work that is done to maintain the area. MM confirmed there are changing facilities in place, together with kitchen facilities and vending machines which the cricket clubs can still continue to use. Alternative arrangements with regard to storage of equipment etc. can also be discussed. It is hoped a compromise can be reached regarding the concerns they have with our proposed plans, but it was viewed that the School's main priority has to be to the Students and the benefit of the School. **CM asked whether the Tennis Pavilion could be used instead of the Cricket Pavilion?** MM confirmed that there are other future plans for that area, namely extra dining places. It was also considered to be not far away enough from the existing School. **ME and SH suggested consultation with the Cricket Clubs to discuss their concerns in the genuine hope of reaching a compromise.**

MM confirmed the proposal had been presented and discussed at a recent Finance Property Audit & Risk committee meeting. The committee reviewed the proposal and agreed that the project was financially affordable and gave approval for the project to go ahead pending FGB approval.

ME questioned if we build the Alternative Provision, would we receive a higher number of SEND/EHCP students from LCC? MM advised this would depend if we signed up to one of the Local Authority Hubs, (SEND and Alternative Provision) which they are trying to introduce. They are offering incentives such as funding for staff and facilities. If we sign up to the LA Alternative Provision there is the potential to create a revenue stream by charging to use any free spaces we have. **If we build the Alternative Provision, the LA has offered to help pay for 2 members of staff to run it, a teacher and LSA. MM advised ideally, we would like to run it on our own initially for just LCHS students and then reassess after a period of time.**

After further discussion and agreement that the Cricket Clubs are consulted on the proposed plans, ME proposed and CD seconded the proposal to convert the Cricket Pavilion into an Alternative Provision – Project approved with a start date of Summer 2024.

MS returned to the meeting approximately 8.00pm

26.	**Policies** None	
27	**Committee Updates (5 minutes)** 27.1 Finance & Property (PB) PB advised the latest Management Accounts had estimated a deficit of £16,000 at the end of the current financial year which in the context of a £10 million budget is good. That estimate included significant capital spends, IT upgrade and Sports Floodlights. Also, one of those capital spends was a potential contribution to the CIF bids. We made 2 CIF bids but only the Fire CIF bid was successful, the Windows bid was not. Therefore, our required contribution for those bids was only £40K and not the £120K committed giving us a £80K surplus. 27.2 Audit & Risk (ME) ME confirmed the Risk Register is now split into 3 sections for ease of reference, with separate sections being considered each term. As previously discussed, IT remains high on the Register as it is viewed as a continuing risk. 27.3 Curriculum & Standards (CD) CD advised the has met with Kirsty Capes. Attendance is improving across all year groups due to various initiatives such as the 12 days of Christmas and Strive for Five. Overall March figures indicate Attendance has improved from last year at 91% (national figures are 91.2%) and Year 11 Attendance is up to 90%. Attendance for Year 9 and 10 is a concern and remains an area to target. Elle Garbutt will be providing an update on Behaviour in January 2025. The Behaviour Hub programme is complete and we are now a Behaviour Hub School. Greg Gilbey is doing a lot of work on Literacy and acknowledged 2 additional staff members. A range of projects are taking place including Bedrock, Full Reading, First Story and National Book Day. Workshops are taking place and Governors are invited to come into School to listen to students read. A project is also being considered for a whole school novel where every student will contribute by writing one sentence. Brian Middleton is working on the Curriculum module which remains mostly unchanged from last year with the exception of A Level Law which has been removed. Governor Politics is being introduced and Economics is being looked at for next year. Claire Owens is continuing to work on professional development and teaching and learning, with 201 lesson visits internally and 30 external visits. Clear strategies have been developed which are coming through consistently in all subjects, whole class Q&A 65% of lessons, cold calling 50%, and visual instructions to support students 50%. Twelve different strategies where shown in 30% of lessons. 44 Visualisers have gone out to staff to enable Live Modelling which is an emerging strength and Student Voice is taking place. 27.4 Safeguarding Link Governor (CM) CM met with Paul Fragle before Easter to go through the Safeguarding Audit which is due to be submitted to the LA by 31st May 2024. A meeting has been scheduled this term with Paul Fragle to sign it off. 27.5 SEN Link Governor (LH) In the absence of LH, HAW confirmed that she has met with Jo Love from the SEN Department and had very positive conversations discussing the work of the department and the various strategies in place.	

27	Continued … 27.6 Staff Mental Health & Well-being (HAW) MM confirmed we have appointed Chris Konrath as Mental Health Advisor. Chris has a Mental Health Services background and has also agreed to take on the role of Pastoral Manager to support the team. This will be reviewed again in the summer. **HAW agreed to meet with Chris before the next FGB meeting.**	**HAW**
28	**Chair's Items** 28.1 Welcome new Parent Governor HAW introduced Parent Governor Mr. Gareth Godley who has joined the Finance Property Audit & Risk committee. HAW advised Mr Steve Thompson has also been appointed Parent Governor and will be joining the Finance committee as he has an Accountancy background. 28.2 Ofsted Task Force HAW confirmed that PB and EJ have made visits to the School and had various discussions with relevant departments in relation to the Ofsted outcomes.	
29	**Any Other Business** LCHS at 50 (CM/SH) SH confirmed that MM and all the teaching Staff were fully committed to LCHS@50 and he thanked them for their continuing support. SH advised a Media Pack is being compiled which includes a custom designed logo by one of our Year 7 students. The programme of events is coming together with a lot of student involvement. Formal card invitations will be sent out to everyone for the launch of the Digital Archive on Friday 13th September 2024. This is the first State School digital archive being opened and is being supported by the National Archives in Kew. There has been a lot of media interest with four radio interviews lined up and the possibility of the BBC filming on the day. Students have been involved in the whole process and they will be the key element of the weekend being Ambassadors leading tours of the school together with musical performances and poetry. Each Student will receive a special gift. The Foundation is setting up a Crowd Funding page for £50K to help towards the cost of maintaining the Digital Archive for the next 25 years, with sizeable donations already pledged from ex Alumni. CM advised that Time Capsules for both the lower and upper school will be buried in front of the Cloisters in the tarmac to be opened in 50 years' time and input from students is currently being gathered as to what to place in them. A number of events will be taking place over the weekend with notable celebrity guests. Everyone attending will receive a gift from the Foundation and it promises to be an exciting weekend. Further updates will be provided in due course. **HAW thanked everyone for attending the meeting and their continuing hard work.** MM commented that Mick Groves would be providing a tour of the School at one of the next Finance Property Audit & Risk committee meetings. All Governors and members of the Foundation will be invited to attend to tour ahead of the meeting. **MM to advise AW of the date.**	**AW**
30.	Date of next meeting: 10th July 2024 **Meeting ended: 8.15pm**	