

Bedale High School Full Governing Board Meeting

10th December 2019 - Minutes

Minutes of the Meeting held on Tuesday 10th December 2019 in the BHS Library at 6.00pm

Present: Katherine Davies, Linda Donaghy, Christine Inchley, Jan Reed – Joint Chair of Governors, Tom Kelly – Headteacher, Lucy Legard, Kate Loughlin.

In Attendance: Denise McFarlane – Business Manager,

Apologies: David Atkinson, Steve Ingram – Joint Chair of Governors, Andy Childe, Guy Watkins, Kate Loundes

Governor Question (GQ)/Governor Comment (GC) (colour coding)

- a. Ensuring clarity of vision, ethos, and strategic direction
- b. Holding the headteacher to account for the educational performance of the school and its pupils.
- c. Overseeing the financial performance of the school and making sure its money is well spent.
- d. Agreed by the governors

No	Item	Actions
1	Welcome. Governors were welcomed to the meeting. Matt Gill sent his apologies.	
2	Apologies for absence and to determine whether absences should be consented to. Apologies were accepted with consent from DA, SI, AC, GW and KL..	
3	Declarations of interest There were no additional declarations of interest.	
4	Notification of urgent other business. None.	
5	To approve as a correct record the Minutes and Confidential Minutes of the Governing Board meeting held on 19.11.2019 The Minutes and confidential minutes of the meeting on 19 th November 2019 were deemed to be a true record and were signed by the Chair.	
6	To consider matters arising from the minutes for which there is no separate agenda item and to Review Action Points.	
	KL and LL visit: The new library is well used and is a pleasant space to be in. Although there are less books in the library overall, the remaining books are stored elsewhere. Pupils are now reading each day at registration. Reading passports are proving successful. This item should change colour in the SDP RAG Rating by the next review. KS3 Curriculum: Schools have the choice for how to teach and deliver their KS3 and KS4 curriculum plan however in an Ofsted inspection schools need to have a	

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	<p>very good reason why they are choosing to shorten the KS3 curriculum from three years. There are arguments for shortening the KS3 curriculum (eg to have more time to focus on the KS4 curriculum) but what is most important is that we are confident that the curriculum plan is in the best interest of our students and they benefit from a breadth of curriculum to support them in the future. Risedale has just had their inspection and received a “good” result. They have agreed to brief us on their learnings from their experience.</p> <p>Governors heard arguments for and against having a two year KS3, which included:</p> <ul style="list-style-type: none"> • Year 8, being early for pupils to make decisions for their future and drop subjects • How much content is being covered if it is shortened to 2 years • However, there is more time to focus on chosen subjects for KS4 • Other subjects can be covered in form times, assemblies etc <p>Challenge: how much mapping is done to see how many KS3 curriculum topics are lost by having a 2 year KS3?</p> <p>Response: Curriculum intent statements are in place which is the first step towards this. Subject leaders will continue to work on this. There was a visit to Thirsk school yesterday and we hope to learn from their best practice too when looking at the schemes of learning and curriculum planning.</p> <p>Governors reviewed some of the “amber” items, and noted it would have been helpful to have received this update at an earlier meeting. If staff had identified areas earlier, there would be more teaching weeks remaining to address them. The Head explained that there are cycles for exam results, performance management and objective setting. It was explained that the dates cannot be brought forward much earlier but it can be reviewed to see what options are available. It was agreed LL and TK will meet to discuss the performance management timetable.</p>	<p align="center">LL, TK</p>
<p>8</p>	<p>Deep Dive Feedback</p> <p>Since the last meeting there have been Deep Dives in English and Media and the teaching was confirmed to be solidly good. Planning and sequencing was stronger than in Creative Arts but teaching was not as strong overall. There are opportunities for each department to learn from one another. The team are leaning more as they go through the process. There has been a further request to use MG’s template which is high praise.</p> <p>Links were shared with Governors to the 2019 data including the:</p> <ul style="list-style-type: none"> • IDSR • FFT and • ASP. <p>Pupil data will be reviewed again in the January meeting.</p>	<p align="center">ALL</p>
<p>9</p>	<p>Behaviour and Attitude:</p> <p>Staff have been concerned about a decline in behaviour in the last two or three weeks. It is a long term and everyone is tired, and there have been</p>	

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	<p>bouts of illness. Governors expressed concern and were reassured that behaviour remains good overall (in comparison to other schools). Is has just dipped from the regular expectation. There has been a rise in exclusions however and two students are taking up a considerable amount of staff time.</p> <p>Staff continue to use the ladder of intervention and have PRS in to provide preventative support soon.</p> <p>Staff also continue to follow THRIVE. Four students are receiving assessments from a Thrive Practitioner and they will then have their findings with the Staff team.</p> <p>The school are also accessing the services of an Educational Psychologist. The school have noted that there is a link between pupils causing lower level disruption in Year 9 and 10 and students that come to the school in Year 9. They follow the same policy with parent meetings and letters home but it is not having the same impact. The school are costing the level of support to school the cost of accepting new pupils in Year 9 from other schools. Governors noted that the smaller staff team may have an impact too.</p> <p>It was noted that there is a lot of good behaviour that has been evidenced too.</p> <p>Attendance: The second virus has hit the school hard again with attendance dipping to 85% and bring overall attendance down to 93.4%. Parent Governors noted that the Head had written a good piece in the newsletter – which got the balance right between noting that pupils should attend where possible, but should stay home when genuinely ill. Some parents are still struggling to understand this however.</p> <p>Staff absence: Last year 4.5 days were lost to staff absence at this point in the year. This year 20 days have been lost. This will be monitored and reported to Governors each term.</p> <p>Challenge: Is there an update about the GTA post? Response: Harry Langley was appointed last week. He is a media graduate and has been working with pupils t produce a video.</p>	
10	<p>Safeguarding: A lot of progress has been made since the Safeguarding audit was submitted last year. The school has now adopted a use of social media policy, and educational visits policy (staff have also had the appropriate training), and also lockdown and emergency procedures policy. The school have a new alarm system which has been tested.</p> <p>Staff have also completed a policy review. Governors also noted that DA's report also confirmed there were no particular issues to consider.</p>	

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11	Personal Development Governors noted the report from GW and KD. Staff are focusing on developing a new reward system in school. The next Pupil Voice will ask pupils what they want and the system will be rolled out next year. Postcards home are still popular. The challenge is always how to reward pupils who always display good behaviour. Part of the system will focus on valuing individual achievements. Pupils have just completed a student election and it was good to see that every party was represented. KD and GW had a good meeting with MG and now have a good understanding of the basics. Their next visit will include an assembly. Governors noted that careers and building links in the community still needs further development. Challenge: what resources do the school use to teach British values? Response: Pupils watched Picture News in form time – trying to make it real. Work Ready Week: Employers will come to an assembly. Jess Chapman is focusing specifically on careers opportunities for pupils with SEN. Transition is very important, especially for our most vulnerable students. The school may need to buy in some traded support as the staff team are already stretched. The Army are coming in to run some workshops – these are very popular.	
12	Leadership and Management TK has met with the Union Rep. Good progress is being made. They are working with feeder primary schools and working closely with Thirsk School on curriculum development planning. The school are also making progress with the finance plans too. Governors will continue to monitor these closely. Ofsted will not be looking at internal data so Governors need to be able to talk an Inspector through this with security and confidence. Governors heard MG is now working on a template to record their learning walks and capture key data.	
13	Finance Governors reviewed the 1 and 5 year forecasts. A simple version and a more realistic version (as the first was very conservative) were reviewed. The first three columns are identical. Initially the school had forecast a deficit of £14k. it is now predicting a year end of £30k. 2021 is based on the October 19 census which is now confirmed – and should end the year with £67k.	

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	<p>In 2022 and 2023, numbers begin to increase. Governors reviewed the trends and so cohorts increasing from 135 – 177. The School Business Manager has been conservative and only increased numbers by 13 but it shows that a surplus is achievable.</p> <p>Challenge: How many pupils need to be on roll for the school to be self sustainable? Response – 600 pupils ideally. There are 479 on roll now. One issue is buses to school and the perception of parents. Wensleydale have some fantastic welcome literature. DM is looking into the possibility of the school having a minibus. This could also be used to bring primary school children to events at the school.</p> <p>Governors then heard that they had met with the Chair at another school recently that was carrying a £750k deficit and had managed to make a £93k surplus this calendar year (within 5 years). They had taken similar decisions as Bedale High, all whilst improving outcomes. They also had many more applications than their PAN this year.</p> <p>Governors approved the latest revised 5 year forecast.</p> <p>Letting and Charging Review: The school only cover costs but it is an opportunity for people to view the school. Regular users include the Badminton Club, the Cricket Club in the winter and the Junior Football Club. Governors approved the policy.</p> <p>Lease on the Caretakers bungalow: The lease is between the LA and Bright Beginnings but the income is directed to the school. The agreement was set up in 2013 on a six year lease it has been proposed to offer another six year lease with a three year break clause. Governors asked if the school pay the utilities as prices have increased significantly in this period. DM will check. The proposal was approved, as long as the team can confirm it is a fair market rent.</p> <p>Challenge: is parking incorporated in the rental agreement? Governors noted concern as it is a risk to the school with small children. It was agreed that the lease needs to say that Bright Beginnings are responsible for their pupils and have the duty of care in the car park.</p>	<p align="center">DM</p> <p align="center">DM</p> <p align="center">DM</p>
<p>14</p>	<p>Policies Single Equalities Scheme – the NYCC policy has been adapted to our school the policy was approved.</p>	
<p>15</p>	<p>Any Other Business There are interviews for two applicants for the Head of KS4 tomorrow.</p> <p>Thanks were recorded to the Head and Staff for their hard work this term.</p>	
<p>16</p>	<p>Date of next FGB meeting:</p>	

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21 st January 2020 at 6.00pm	
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