

**Meeting of Full Governing Body
18th September 2017
Training Room
4.30pm**

MINUTES

Governors Present:	Mick Baker, Richard Bradford, Emma Farrell, Alison Frost, Les Gunbie, Reg Hook, Jennifer John, Dick Knight, Jenny Poore (Chair), Bronagh Shevlin, Elaine Stoner (from 4.50pm).
Associate Members Present:	Sue Middleton
Officers Present:	Teresa Dee (Clerk)
In Attendance:	Richard Baker, Andrea Cumming, Rob Smith

	<u>Agenda item</u>	<u>Action</u>
	Note - Item 5 was taken after item 2b followed by item 4 - The minutes are recorded in original agenda order.	
1	<p>Introduction</p> <p>a) Welcome The Chair opened the meeting and welcomed Governors to first meeting of the academic year.</p> <p>b) Apologies for Absence Apologies for absence received from Martyn Allen, Alan Sanders and Derek Swindells.</p> <p>c) Declarations of Interest The current declarations register was circulated for information and Governors were asked to complete a disclosure of interest using the format provided by internal audit.</p> <p>ACTION - All Governors to complete a disclosure of interest form and submit to the Clerk to Governors.</p>	ALL
2	<p>Last Meeting Dated 10th July 2017</p> <p>a) Approval of Minutes The Full Governing Body reviewed and approved four pages of minutes from the meeting held on 10th July 2017. The Chair signed the minutes as confirmation of their accuracy.</p> <p>b) Matters Arising Not Included Elsewhere on Agenda All actions arising from meeting during 2016/17 had been completed.</p>	
3	<p>Chair's Update The Chair advised that Sarah Windsor had stepped down as a Governor at the end of the last academic year and that there was now a vacancy for two parent Governors.</p> <p>ACTION - Election process for Parent Governors to be advised by email and hard copy to parents. Vote to be electronic with option to vote by post.</p>	TD
4	<p>Headteacher's Update The Headteacher provided a verbal update on two key issues that had arisen since the last meeting.</p> <p>a) Catchment Areas Link to Information The Headteacher advised that secondary Headteachers had been called to a meeting to receive proposals that a cross party school working group were taking to committee for changes to school catchment areas from September 2019 admissions. The changes had been</p>	

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	<p>described as a light touch review as a temporary solution to the bulge in student within the Varndean/Stringer catchment area.</p> <p>The Headteacher reminded Governors that for previous years the school had taken on extra numbers in year 7 but recently that had not been possible and many local families had not received places at the local schools of their choice. The secondary group of Heads believed that the bulge was temporary and that a new school would not be needed and that by opening one an issue would arise later on with schools being under subscribed creating risk to their sustainably longer term.</p> <p>Governors noted that the working group proposals were to reduce the Varndean/Stringer catchment area by removing four sections and transferring them to neighbouring catchments. A further area in the west of the city was being transferred between Hove School catchment areas.</p> <p>b) Special Facility The School had been approached by the Local Authority regards a special facility on school site to which the response had been positive to a specialist speech and language facility for 20 students subject to capital injection for building work. The Local Authority had gone away to consider options and more recently there had been an approach from the National Autistic Society interested in investing in an autistic centre in Brighton. Governors were happy for further discussion on possibilities for a special facility based at the School.</p>	
5	<p>School Development Items - Student Outcomes 2016/17 Andrea Cummings presented a PowerPoint on the 2017 GCSE results highlighting the following points:</p> <ul style="list-style-type: none"> • 2017 GCSEs were the first based on the 1-9 point scoring and it was not possible to directly compare with previous years. • Grade 4 had been determined as a good pass in the new 1-9 GCSEs with grade 9 being exceptional and higher than the previous top grade of A*. • 90% of students had passed English at grade 4 or above. This was an outstanding result. • 76% if students had passed Math's at grade 4 or above. This was a consistent outcome but lower than the school would like to be. • 75% of students had passed both maths and English at grade 4 or above. • Attainment 8 measure at 53 being the best in the city. • Science continued on a three year trend of improving outcomes with 71.5% of students obtaining 2 good sciences. • Progress 8 was not possible to accurately calculate until the national data for 2017 was released. • Early indications showed that progress for disadvantaged students had improved and the progress gap with their peers reduced from 1.07 to 0.61. • Female students had performed exceptionally well in English with 95% achieving a grade 4 or above and 94% achieving a grade 5 or above. Governors asked why girls outperformed boys in English but not in maths about this and were advised that it may have been down to girls having a more positive attitude for learning around revision time which impacted on outcomes in English where greater revision required. Revision of maths had less of an impact as it was learnt and mastered throughout the course. • The previous year gap for disadvantaged students had been a shock to the school and focussed teachers' attention on this group, which along with changes to setting arrangements had impacted on their performance. The impact of additional interventions would continue to add value in future years. <p>4.50pm- Elaine Stoner arrived at the meeting.</p> <ul style="list-style-type: none"> • Examples of individual successes included three students who achieved three grade 9s and a strong performance at the top end. • Lower prior attainers in maths and continued focus on disadvantaged students. Maths sets had been changed at the beginning of term with the lower five classes being mixed up and operated as parallel sets in an effort to address self esteem and behaviour issue. It was likely that these three classes would be entered in the maths foundation paper to provide better 	

opportunity of achieving grade 4 passes. Governors asked about numbers in these classes and were advised that they were around 17/18 students.

- The School had the largest gap across the city between English and Maths outcomes, which would require some analysis.
- Attendance was still a concern.

Key Priorities Arising

- Disadvantaged students remained the key priority.
- Continued focus on monitoring boys and lower prior attainers.
- Action plan for maths department to address low prior attaining and borderline foundation/higher paper entries.
- Subject reviews for science, computing/IT/Business, DT and Health & Social Care. Governors to be invited.

Following the presentation Governors asked questions around the following points:

- Students that obtained no qualifications.
- Attendance at exam time.
- Initiatives within English department and how they might be applied to other departments.

In response to questions Governors were provided with the following information:

- There was only one student that did not leave year 11 with any qualifications.
- Attendance at exams had been outstanding as bad behaviour. Students had been expected to attend exams in uniform and would have lost their place at prom if they did not.
- Setting in mixed ability groups were being considered in other departments and the cyclical nature of the English syllabus had been presented to others. In all English classes the same text had been used creating greater consistency.

Governors asked for their thanks and congratulations to be passed to the Head of English department and all staff.

5.15pm - Andrea Cumming left the meeting.

The senior leadership team having carried out a self evaluation (SEF) presented their findings to Governors for ratification. The SEF summary document was displayed and reasons were given to support the gradings on the four sections. On a number of bullet points Governors challenged the gradings believing them to be too low. This resulted in some adjustment to gradings.

One specific area of discussion was the site security due to the open nature of the campus and how this might be strengthened. The Leadership Team advised that they were prepared to have fencing installed around the site boundary with discussions taking place with the PFI contractor and Local Authority in advance of a local consultation. A phased installation was proposed leaving the Loder Road entrance as the one access point to site.

Other points discussed included the following:

- The staff performance appraisal process was robust but the way reviews fed into professional development could be strengthened.
- Student attendance was not as high as School Leaders would like.
- A small number of students had behaviour that was a challenge.
- Reported bullying incidents were low indicating a possible area of under reporting due to different staff perception, which would be investigated. Governors acknowledged that an element of under reporting of bullying was inevitable as not all victims would come forward and regulating online activity was not possible for the school. The current annual safe and well being survey was being extended by the local authority to be annual leaving the school to come up with something else to retain annual data.

The Governor SEF links were reviewed and agreed as follows for 2017/18.

School Development Area	Linked Governors
Leadership and management	Alan Sanders, Dick Knight, Jenny Poore
Quality of teaching, learning and assessment	Emma Farrell, Alison Frost
Personal development, behaviour and welfare	Mick Baker, Jennifer John, Derek Swindells
Outcomes for Students	Les Gunbie, Emma Farrell, Alison Frost

Governors' operational links were reviewed and agreed as follows for 2017/18.

Operational Areas	Lead Governors
Buildings & Resources	Reg Hook, Derek Swindells, Martyn Allen
Community	Dick Knight, Sue Middleton
Equality & Diversity	Martyn Allen, Jennifer John
Finance	Mick Baker, Reg Hook, Bronagh Shevlin, Derek Swindells
Governor Development, Recruitment & Evaluation	Jenny Poore, Alan Sanders, Mick Baker
Health & Safety	Mick Baker, Sue Middleton, Derek Swindells
Performance, Pay & Staffing	Jenny Poore, Elaine Stoner
Disadvantaged Students	Alison Frost, Les Gunbie
Safeguarding	Emma Farrell
Special Educational Needs	Jennifer John

- 6 Any Other Business**
- a) Dolawen Outdoor Activity Centre**
The school had for a while had an ambition to take each year 7 students on a trip to Dolawen Centre and had managed to bring the costs down to £240 per student making it more affordable. With the assistance of sponsorship from a local storage company it would be possible to fund trips for disadvantaged students making the trip accessible to all. Governors noted that one of the fundraising group projects was to use Dolawen as an opportunity to increase income and that this might be more challenging with the school utilising the facility more.
- b) Artsmark**
Bronagh Shevlin advised that she would be the supporting Governors for the School's application for gold artsmark award.

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c) Change of October Half Term

Governors alerted School Leaders to the agreement to monitor the effect of the 2 week half term holiday.

d) Vice Chairs

There was a query regarding the number of Vice Chairs as there had been two in previous years. The advice was that only one Vice Chair was required and that there had only been nomination of one person for the position during the election process.

e) Deposits

There was a suggestion to use deposits made in year 7 as an opportunity for fundraising giving parents the option of donating the unused deposits rather than have them returned.

f) Alumni

There was a suggestion to write to the previous year 11 families thanking them for their support and inviting them in being part of the schools alumni.

Meeting ended at 6.50pm

Date of Next meetings - 6th November - Strategy, Priorities, Projects, 11th December - Full Governing Body.