

Local Governing Body
Minutes of the Meeting
Held on 28 February 2019

Present: Mary Sanders (MSS) - Chair, Rolf Purvis (RPS) – Head teacher, Lucy Scott (LST) – CEO
Simon Prior (SPR)- Vice Chair, Simon Grapes (SGS), Jeanette Redding (JRG), Jim Warwick
(JWK), Jeanette Redding (JRG) Andrew Crumpton (ACN) Jacqueline Westrop (JWP)

1. **Apologies:** Helen Richings (HRS), Andy Rayner (ARR), Lesley Waugh (LWH), Lynne Martin (LMN) Jim Warwick (JWK), Philippa Stevens (PSS)

2. SEND - Natalie Paine (NPE)

- NPE Outlined the varying SEN students and the extensive range of SEN. NPE gave details of the team that supports the SEN students currently. NPE was clear that whilst there is a dedicated SEN team with roles and responsibilities her belief is that all staff are responsible for supporting the needs of SEN students.
- NPE stated that there have been updated processes and strategies and that internal systems have been updated to make SEN information more readily available to staff and that staff have responded positively to the offer of additional training.
 - SPR – Asked if students SEN needs are identified internally or externally.
 - NPE – Explained that this varied that some students arrive with an EHCP and diagnosis but some needs are identified from teacher observations.
 - SGS- Asked if primary schools supply information for new year 7 students.
 - NPE – There has been varying information in the past but a new more robust system will be in place this year.
 - MSS – Asked if there was a varying range of needs?
 - NPE- Explained that there are some students that require an EHCP to some that require minor SEN support. Parents are required to apply for the EHCP themselves and the school supports and provides evidence.
 - JWP – Stated that county can also reject applications for an EHCP.
 - MSS- Asked if there was government funding for SEN students?
 - LST- Stated there is some government funding.
 - NPE – Explained funding is based on a student's banding and this banding is reviewed yearly during an annual review.
 - SGS- Asked NPE when training would be complete.
 - NPE – Stated that her own training will be completed in January but other team members were already trained and well experienced.
 - LST – Explained training is masters level training and that is not unusual for a school to have someone in training.
 - SPR – Asked if all the SEN team are full time.
 - NPE – Stated all are full time.
 - JWP – Asked what percentage of the cohort have SEN requirements?
 - LST – Stated that the schools SEN students were no higher than the average.
 - RPS – Praised NPE for doing a great job since starting her role in October.

- Action – NGE to include NPE presentation

3. Pupil Premium – Nick Hewitt (NHT)

- NHT presented to the LGB on pupil premium students he started by explaining what pupil premium students were, this being those who have received a free school meal in the last 6 years and could be classed as disadvantaged.
- NHT explained that he has met with each KS3 PP student to see what they enjoy and what their barriers to learning are. He has produced a guidance document on the students to help target engagement and improve ATL grades.
 - **MSS – Asked if we have an average number of PP students?**
 - NHT – Explained that we are averaged however they form the largest single cohort, there will be targeted trips and events for each year group. There is also monitoring of parents evening attendance for these student and KS3 pathway meetings.
 - MSS- Asked who decides a student is PP?
 - NHT – Explained that this is nationally identified.
 - JRG- Stated that she had met with NHT and was impressed with what he had implemented since September.
 - NHT - Explained there is an increased focus on PP and that SLT have held meetings with PP students. He stated that attendance for PP students in KS4 is still an area to improve on.
 - LST- Stated that there is a significant difference as the previous trust was unaware of who their PP students were.
 - NHT- Explained that LPA PP students are making more progress than MPA and HPA PP students. HPA are being targeted to raise aspirations and staff are receiving CPD training to assist in this.
 - SPR- Stated that aspirations still need to be raised but events such as the careers event is positive.
 - NHT- Stated that from meeting students the aspirations are there but work needed to be done to improve students confidence.
 - **SPR – Asked if there are links with behaviour and PP students?**
 - NHT – Stated that there is not across the board only certain social and gender groups but these are being targeted individually.
 - JRG – Stated that it would be useful to see PP data against whole school data.
 - SGS- Asked if data could be presented as graphs as this would have more visual impact.
 - Action – NGE to send NHT presentation

4. Declarations of Interest

- None declared.

5. Previous Minutes

- Agreed

6. Ofsted FAQ's

- LGB discussed typical questions posed during an Ofsted inspection and defined roles, all governors gave their availability to NGE should an inspection be called. It was agreed that Mark Eastwood designated safeguarding lead should attend the next meeting to provide an update on safeguarding.

7. Governor Department Visit Updates

- SGS – Informed the LGB that he had recently visited the 6th Form. Early applications for next year's intake look positive with larger numbers than the previous year. There are new student criteria and the 6th form should be seen as an academic centre. SG asked the LGB about the infrastructure of the 6th form and the possibility of expanding sports at the 6th Form adding possible changing rooms?
 - LST - Stated to date there had been significant investment at the 6th form initially focused on improving social areas which was highlighted as being needed by students. She also added that there had recently been a very successful Rome trip and that more trips to incentivise the 6th Form students would be planned.
 - **SPR – Asked LST and RPS if Clare Hargraves (Head of 6th Form) has a team in place to support her?**
 - RPS- Stated that there is a Head of Year 12 Su Hudson and that Tim Cox assistant head also helps support.
 - SGS – Stated that the change to 100 minute lessons has benefited the 6th Form and added more structure to the day.
 - Action – SGS to contact Active Norfolk

- JWP – Suggested that SGS contacted Active Norfolk regarding possible links with sports at the 6th Form.
- SPR – Informed the LGB that he had recently visited the PE department which was positive and that all PE staff are due to visit the rowing club.
- JWP – Informed the LGB that as she had visited Mark Eastwood regarding safeguarding and that this would be followed up with another visit in a few weeks time.

8. AOB

- JRG- Enquired as to whether she could attend a data course ran by educator solutions.
 - Action – JRG to liaise with NGE

9. Date of next meeting

- Thursday 23rd May
- Thursday 27th June

SIGNED BY CHAIR OF GOVERNORS



SIGNED

MARY SANDERS

DATE 23.5.19
