



Minutes of the meeting of the Local Governing Body of Cottingham High School,
Thursday 18 July 2024 at 17:30

GOVERNORS PRESENT

Mr J Mason (Chair, JM), Miss S Etherington (SE), Mr R Ferguson (RF), Mr J Kerby (Headteacher, JK), Mr C Murdock (CM), Mr J Pinchin (JP), Mr C Wright (CW)

ALSO IN ATTENDANCE:

Mr M Brown (Executive Director of Education, MB), Mrs L Craxton (Clerk to LGB, LC), Mrs C Nicholls (Deputy HT, CN)

Throughout these minutes a question is indicated by Q followed by the initials of the questioner and a comment is marked by C.

59 WELCOME AND INTRODUCTIONS

JM welcomed all to the meeting and introduced John Pinchin and Chris Wright. John and Chris join the LGB as staff governors

60 APOLOGIES

Apologies had been received and accepted from Mr S Howe, Mr S Kind and Mrs L Rodgers

61 DECLARATIONS OF INTEREST

All declared prior to the meeting

62 MINUTES OF THE LAST MEETING (Monday 29 April 2024)

Resolved: The minutes of the meeting held on 29 April were confirmed as a correct record and to be signed by the Chair, JM

63 MATTERS ARISING

ACTION: CM to organise a visit with C Nicholls. LC to contact CN to arrange **Completed**

ACTION: RF and MD to liaise further with regards to Nature Parks and resources available **Completed**

ACTION: Conflicting behaviors data to be further broken down for the July report **Completed**

ACTION: CN to follow up with reception staff regarding barrier checks **Completed**

64 HEADTEACHER REPORT

Brief overview

- Last PPE data showed underperformance in PP and SEND
- Risk factors include consistency of teaching and learning, inclusive behaviour approaches, staffing and student numbers
- Experienced but costly staff body. Initiatives have been identified to make the school more cost-efficient
- Curriculum now mapped and is being QAd across all Key stages
- All curriculum documentation links to the learning cycle and the school values
- Behaviour matrix introduced
- All students in KS3 undertaking Reading Plus from September
- One vacancy for an LSA
- 13 new starters in September, 4 August leavers

Q: (CW) *Have you considered apprenticeships for vacancies lower down the scale? We can't attract staff based on the salaries*

JK: *We can certainly look at attracting staff based on aspirations*

Q: (RF) *How are you supporting retention, especially among the LSAs?*

CN: *We have focussed on training and now have links with Oakfield. Their HT has been a great support. She has been in to train the LSAs and they now feel more equipped and some are applying for jobs further up in the school. We also asked them what they would like to develop*

C: (RF) *It would be useful to get an LSA in, to a future meeting, to talk about their journey*

C: (CW) *They are the backbone of the school, they really do go above and beyond*

Q: (JM) *You have 25 staff on the upper pay scale, does this impact on performance management? Do you feel they are well paid?*

JK: *We need to harness their expertise and experience and share best practice*

Q: (CW) *Could there be something to make them strive for better?*

JK: *Instructional Coaching is just one of the initiatives they can access*

C: (JK) *We are under PAN is KS4. Fair Access poses a concern as we have no recourse for pushback if we have space*

Q: (JP) *Is there a clash between subject based interventions and PSHE tutor time?*

JK: *We have retained PSHE as a subject, they'll still get one hour per fortnight. Interventions will run but won't take away from other subjects*

C: (CN) *From next year, Years 10 and 11 will do English, Maths and Science in their forms and this will have a positive impact on outcomes*

C: (JK) *There are strategies behind who we target and why. Period 6 has not been well attended this year*

C: (SE) *From a personal perspective, period 6 was the best choice*

C: (JK) *It's not going away, it will just be better targeted*

Q: (CW) *When will help be identified in KS3? Is it better to start looking at intervention need lower down?*

CN: *We are tracking through regular assessments and have also started to look at reading data lower down in the school. The Bridge will target those who need academic and pastoral intervention and we have introduced Reading Plus. We've always had the data, it's just not been used to inform strategies and interventions in the past*

C: (JK) *Richard Hill (Trust School Improvement Lead) will be working with us 3 days per week from next year too*

Q: (SE) *Are the affected parents aware of the low reading age of their children?*

JK: We have informed them, yes

65 ATTENDANCE AND BEHAVIOUR REPORT

Attendance

- Attendance 92.7%
- Year 12 highest at 96.3%, Year 9 lowest at 91.6% (Year 11 not included)
- Girls higher than boys at 92.9% and 92.4% respectively
- SEND Support 89.5%, SEND EHCP 90.5%
- PA at 20.8% (National 28%)

Behaviour

- 269 days lost to suspensions. Year 9 highest with 103.5
- 3 permanent exclusions
- Higher expectations leading to higher FTE numbers

Q: (RF) Following a permanent exclusion, do you see better behaviour in the groups?

CN: Yes, they can see there are further sanctions. Permanent exclusion is always the last resort. The sanction raises confidence among the students that we do deal with severe behaviour. The staff also feel more supported

C: (JP) I can vouch for that. There is a sense among the staff that something will be done now

Q: (RF) Do you think you've hit the peak for permanent exclusions?

JK: In certain year groups, yes. As mentioned earlier, our concern is we are under PAN and will have to take in students from elsewhere who are on the verge of permanent exclusion

C: (RF) The PEx packs are very comprehensive and evidence the sheer amount of work that has gone in to trying to keep the student in school

C: (CM) Are you where you wanted to be by this time?

JK: Yes, we are starting to see improvements

C: (CW) The staff now got recognition

CW left the meeting at 18:40

66 SAFEGUARDING REPORT

- 6 LAC on roll
- 13 open to Early Help
- 194 causes for concern logged
- 10 Operation Encompass alerts received
- Mental health still a major concern
- SMASH taken away as local NHS no longer fund. LSA to run the intervention
- 6 students accessing short term AP, all will return to CHS in September

CN opened discussions with a quiz as a refresher for governors

Q: (JM) Emotional wellbeing concerns are high. Are you seeing the same students or are the student numbers high too?

CN: I can break it down into student numbers for the next report

C: (MB) We'll be working with Mal (Estates Manager) to train contractors as children may disclose to them

Q: (SE) Will it be like an induction?

CN: Yes. It will be similar to what we do for support staff

Q: (JM) Are you conducting any Ofsted ready training?

CN: I'm busy with that now and will roll it out in September

Q: (RF) How much collaboration do you have with other Trust schools?

CN: we have regular DSL meetings led by Dave Waterson, the Trust DSL and we get to go to other schools and see best practice

Q: (RF) You lost counselling support earlier in the year, how are you dealing with that?

CN: The children are accessing online support on reference from us. We also have groupwork through Tigers Trust and Jennie Ellis (Mental Health Support Worker) still comes in

C: (RF) It would be good to revisit wellbeing at the November meeting

Q: (MB) Are there mechanisms in place to train the harder to reach staff such as lunchtime supervisors?

CN: As all support staff historically don't attend training day, Claire (Cassidy, DSL from 01 September) is going to speak to Mal to make sure they all do going forward. They will also be given time and, where necessary, a device to complete the mandatory training on The National College

C: (JP) SLT opening the gates in the morning sets a totally different tone. You are there to welcome all the students in and they get to know their SLT

C: (CN) We say good morning to everyone

Q: (RF) How is the mobile phone ban doing?

CN: It's going well. I can't remember the last time I took a phone

ACTION: CN to formulate a safeguarding handbook for governors based on the staff handbook model

ACTION: A revisit of student and staff wellbeing to be discussed at the November meeting

67 GOVERNOR LINK VISITS

67a LR conducted a visit on 18 June and met with the SENDCo

No issues raised

68 POLICY REVIEW

68a Attendance policy

The Attendance Policy was tabled for approval

Resolved: The Attendance Policy was approved

68b Visitors Policy

The Visitors Policy was tabled for approval

Governors queried the sign in process and stated the Inventory system does not recognise them.
LC to follow up with IT

Resolved: The Visitors Policy was approved

ACTION: LC to follow up with IT re: governor access

68c CHS Behaviour Procedures

The CHS Behaviour Procedures was tabled for approval

Q: (SE) Is there a smaller version for the students?

CN: Yes, there is a summary version for them

Resolved: The CHS Behaviour Procedures was approved

MB confirmed the Trust Behaviour Policy had been agreed at the Trust Board meeting on 15 July. All HTs have had input and a positive learning environment is promoted throughout

69 REVIEW OF LGB PERFORMANCE

The LGB engaged in discussions regarding their performance, strengths and weaknesses

Details are not to be recorded here but will be fed back to the Director of Governance for review

70 ANY OTHER URGENT BUSINESS

None

71 ACTION POINTS

71a ACTION: CN to formulate a safeguarding handbook for governors based on the staff handbook model (**minute 66**)

71b ACTION: A revisit of student and staff wellbeing to be discussed at the November meeting (**minute 66**)

71c ACTION: LC to follow up with IT re: governor access (**minute 68**)

The meeting closed at 19:53

