

WHITBY SECONDARY PARTNERSHIP FULL GOVERNING BODY MEETING

Tuesday 25 March at 5.30pm
By Zoom

Present: Pen Cruz (Chair), Carolyn Watkinson, Simon Riley, Andy Fyfe, Barry Harland, Mark Taylor, Mark Young, Jane Mortimer and Elizabeth Hutton
Apologies: Sarah Hugill
In attendance: Sally Nedley (Clerk)

MINUTES

ITEM	NOTES	ACTION
1	<p>Apologies Sarah Hugill – apologies accepted</p> <p>Governor Resignation Trevor Parker has resigned from the governing body. The governors would like to pass their thanks to him for his work on both the WSP and the Eskdale governing bodies over the last ten years and the Chair will write to him.</p>	Chair
2	<p>Reminder of Confidentiality Governors were reminded of the need for confidentiality.</p>	
3	<p>Declarations of Interest Governors were reminded of the need to declare any interests in items on the agenda. No interests were declared.</p>	
4	<p>Minutes of the meeting on 25 February 2021 The minutes were agreed as a true record and signed by the Chair.</p> <p>Matters Arising There has been no response to the advertisement for a parent governor. We will now be needing a co-opted governor to replace TP. If governors could give this some thought and it will be discussed after Easter. The Chair and a governor have met with Sir Martin Narey from the Opportunities Area and the application has been forwarded to the board for a decision.</p>	
5	<p>Licensed Deficit – standing item See items 6 and 8</p>	
6	<p>Schools Financial Value Standard The bursars have prepared the SFVS documents for Eskdale and CCW and these were sent to governors prior to the meeting.</p> <p>Eskdale The dashboard is fairly self-explanatory and in respect of the majority of Section B, Eskdale is in line with similar schools. Spending on teaching staff puts Eskdale in to the highest 10%. A general discussion took place around the number of students on role and the licensed deficit.</p> <p>CCW Again, Section B is broadly in line with other schools. One area where CCW is in the lower 10% of schools is spending on teaching resources. However, this is balanced out by the amount of spending on ICT resources. CCW is in the highest 20% of schools with regard to teacher / student ratio and this is due to the work done over the last few years to make the teaching staff as efficient as possible.</p> <p>Thanks were expressed to the bursars for their work on these documents.</p>	

7	<p>Benchmarking Data Governors had received reports with the agenda.</p> <p>Eskdale The graphs are fairly self-explanatory. Eskdale have a high FSM % and SEN % is also quite high comparative for the size of the school. There is no DT Tech support in place at present. There is no extra income, e.g. lettings, and there has been no income from visits etc. However, the school has been open and used as a 'hub' so costs for gas, electricity etc has still been incurred. The average cost per pupil is good. A lot of money has been spent on IT equipment and there has been some restructuring on the network. There has been work on the veranda carried out and there are some more income and expenditure to be sorted for the 3G pitch. The Chair asked about the non-ICT resources and the bursar explained that this is the department budgets and also some revision materials for year 10 students and some English books.</p> <p>CCW CCW's average teacher costs are high, mainly because a lot of our long-term experienced staff have remained in post. CCW has grown by 40 – 50 students but with no change in the teacher ratio. Admin costs are below average. The school receives extra funding for the split site. There is a higher percentage of SEN students and a large proportion of PP students. CCW has low supply costs as it employs three people who cover lessons in conjunction with their other roles in school. Non-ICT and ICT resources are well below average. Premises costs are high due to the two sites. CCW is in line with days absence and below in terms of sickness and absence.</p> <p>Thanks again to the bursars.</p>	
8	<p>Budget Monitoring Reports Governors had received reports with the agendas.</p> <p>Eskdale At the moment the position looks good but a lot happens financially in March, one of the main areas this year being the 3G pitch. A lot of ICT resources have been purchased and this has been put through as a capital cost. The Covid funding has been received as revenue so this will need to be transferred to offset this before the end of the month. There have been some savings on technology and the cover supervisor has left. The premises costs are over budget due to the work on the veranda but there is an underspend on department budgets. There has also been savings on exam fees.</p> <p>CCW The report is looking better than anticipated and there has been an additional £50K income because of an additional 30+ students in the main school this year. There have been some savings on teaching costs and premises costs.</p> <p>The Chair asked governors if there were any questions for the Head Teachers and none were raised.</p> <p>Start Budgets – to be discussed at the Finance and Staffing committee meeting on 27 April and approved at the next Full Governing body meeting on 13 May. Both bursars will be in attendance at the meeting in May.</p>	
9	<p>Premises and Health & Safety Reports The governors had received reports from both schools with the agenda. There were no queries from governors.</p> <p>Contracts Review Schedules These will be discussed at the Finance and Staffing committee meeting on 27 April 2021.</p>	
10	<p>Link Governor's Report The Vice Chair gave the governors a verbal report on the link governor meetings. Some governors have spoken with various members of staff about their experiences over the last term and these will be collated into a formal report for governors.</p>	

	For more information please see confidential minutes.	
11	Report from the Finance and Staffing Committee The Vice Chair gave governors a short report from the last meeting. Please see the confidential minutes.	
12	<p>Headteachers' Reports</p> <p>CCW Some testing was done in advance of students coming back into school on 8 March. About 5% of students were advised not to test as they have had Covid and about 5% of parents declined to take part. Therefore, 90% of students are participating and have had three tests each at school and are now testing twice a week at home. There was one positive test from approximately 3,000 tests carried out. Currently attendance is 93.5%. The first week back it was relatively calm but during the second week there were some incidents in school which resulted in some exclusions. The school adviser, James Durrans, carried out a virtual visit and his report is to follow. He had also done a Safeguarding review with the Head Teacher and the DSL. Work has started on the assessments for GCSE and A Levels. Some advice is due to be received from the government, Ofqual etc. Some more work has been done on the proposed cycle track on one of the fields to the rear of the Sixth Form Site. A local charitable company and British Cycling are involved and will run the track but the school and LA need to provide permission to use the site. There will be no access through the College site. The Head Teacher will forward the report to governors.</p> <p>Staffing issues – see confidential minutes.</p> <p>Eskdale A phased return was carried out and around 1,800 Covid tests have been carried out with no positive results as yet. Attendance the first week back was 91.4%, now at 94.4%. No issues with behaviour. James Durrans, school advisor, has carried out a virtual review. A safeguarding review has been carried out and the document fed back to the DSL. The school is currently gathering evidence with data drops every four weeks. There will be an additional two data captures for year 10 students in mid-May and mid-June. The Head Teacher is working with an advisor on a project called 'Driving Standards Forward'. Meetings have been held regarding the Sixth Form and an action plan has been produced. There are plans to hold a Prom for year 11 students this year. There has been a lot of work being done on the timetable. Governors are welcome to come and see the 3G pitch. but it has caused a problem with vehicle access. Originally there was going to be access at the back to enable caravans to park up but the company has now said they cannot afford to do it. Another company is now involved in building an access route to the back of the school at a cost of £5K. The council are looking at putting in £60K of new glazing.</p> <p>Staffing issues – see confidential minutes.</p>	
13	Any Urgent Safeguarding Matters See Confidential Minutes	
14	<p>Policies for approval</p> <ul style="list-style-type: none"> • WSP Publication Scheme (Freedom of Information) Policy • WSP Whistleblowing Policy • WSP Work Experience Policy • WSP Fire Safety Policy • WSP Staff Code of Conduct Policy • CCW Charitable Fund Policy • Sixth Form Bursary Policy • Eskdale Information Security Incidents Reporting • Eskdale Information Policy 	

	<ul style="list-style-type: none"> • Eskdale Archive Policy • Eskdale Special Category Data Policy • Eskdale Biometric Policy <p>All policies were approved by the governors. It was decided to look into the possibility of the Archive and Special Category Data Policies becoming WSP policies.</p>	
15	<p>Any Other Urgent Business</p> <p>The Chair has had an email from the Reprographics Manager at CCW. She would like to order leavers mugs for all three sites at a cost of around £600 and was wondering if there were any funds available to be able to do this.</p>	
17	<p>Confidential Items</p> <p>Please see separate minutes.</p>	
18	<p>Date of the Next Meeting</p> <p>Finance and Staffing Committee meeting – Tuesday 27 April, 5.30pm Full Governing Body meeting - Thursday 13 May 2021, 5.30pm</p>	

Signed by the Chair:

Pen Cruz