

## WHITBY SECONDARY PARTNERSHIP

At Scoresby Site

Tuesday 10<sup>th</sup> December 2019 at 5pm

Present: Pen Cruz, Carolyn Watkinson, Simon Riley, Andy Fyfe, Julian Fester, Sarah Hugill, Barry Harland, Jon Brown, Alison Hodgson, Debbie Beeforth, Jane Mortimer.

In

attendance: Peter Geer (Clerk)

### MINUTES

ITEM	NOTES	ACTION
1	<p><b>Apologies for Absence</b></p> <p>Absences: Tony Hewitt, Trevor Parker, Sarah Clancy</p> <p><b>Apologies were received and accepted from Tony Hewitt and Trevor Parker.</b></p>	
2	<p><b>Declaration of Interest</b></p> <p>Governors were reminded of the need to declare any interests and of their duty of confidentiality around governing body meetings.</p>	
3	<p><b>Minutes of the meeting of the 10<sup>th</sup> September 2019</b></p> <p>The Governors discussed the minutes of the 10<sup>th</sup> September 2019.</p> <p><b>DECISION: The Governors approved and accepted the minutes as a true and accurate record.</b></p>	
4	<p><b>Matters Arising from the Minutes of the 10<sup>th</sup> September 2019</b></p> <p><b>Governing Body Membership and Training</b></p> <ul style="list-style-type: none"><li>* Governors have started the process of visiting the school that they are less familiar with.</li><li>* CW and JM still to complete the Safer Recruitment training.</li><li>* Governors were reminded they need to have read and signed to confirm the Keeping Children Safe in Education document.</li></ul>	<p>CW &amp; JM All Governors</p>
5	<p><b>Matters arising from the minutes of the Learning and Progress Committee of 8<sup>th</sup> October 2019</b></p> <p><b>5.1 Strategic Development of Whitby Sixth Form</b></p> <p>SR explained that the Sixth Form open day took place on the 19<sup>th</sup> November. There had previously been a visit from Sir Martin Narey and that was used as a basis for a series of taster sessions which finished on the day of the open evening. These sessions saw around 120 prospective students in groups of ten and they had a list of options to choose from.</p> <p>At the open evening there was a good attendance from Eskdale and the impression is that there are around 20 to 25 students from Eskdale likely to go to the Sixth Form.</p> <p><b>5.2 School Development Plans</b></p>	

	SR confirmed that the School Development Plan is now almost completed.	
6	<p><b>Matters arising from the minutes of the Engagement and Wellbeing Committee of 24<sup>th</sup> September 2019</b></p> <p><b>6.1 Student Leadership</b> CCW now has a student parliament and there is a mock election on Thursday with voting booths. Eskdale is not having a mock election but have talked about the General Election in Student Council and assemblies.</p> <p><b>6.2 Outreach</b> The Headteacher confirmed that the middle part of the term was difficult and resulted in two exclusions. The move from Green Lane has had its difficulties and the group is meeting on a fortnightly basis. The Headteachers explained that NYCC funding to the collaborative is falling significantly and SR and AF will need to consider the provision in light of this. There are currently around 20 pupils with some outreach involvement.</p> <p><b>6.3 SEND</b> The Headteachers explained the NYCC proposals for funding of higher needs provision. SR confirmed that a room has been identified with provision for higher needs pupils.</p> <p><b>6.4 Safeguarding</b> SR would like to procure a full-day safeguarding review from NYCC. He has no specific reasons for concern but feels that this is an area that needs constant focus and review. <b>DECISION: The Governors authorised commissioning a safeguarding review.</b></p> <p><b>6.5 Attendance</b> The Governors discussed the approach to absences and the letters that are sent to parents. The Headteacher noted that there has to be consistency and that they are required to take a strong view on attendance. SR and AF to send JF (Attendance Governor) examples of the standard letters.</p> <p><b>6.6 Pupil Premium</b> AF confirmed that the Pupil Premium Report is now almost completed and will be put on the website.</p>	SR / AF
7	<p><b>Matters arising from the minutes of the Resources Committee of 22<sup>nd</sup> October and 3<sup>rd</sup> December 2019</b></p> <p><b>7.1 Financial Competency</b> All Governors were reminded that they need to complete to Financial Competency Forms, if they need help or a copy of the form contact PC or Sally Nedley.</p> <p><b>7.2 Revised Budget</b></p>	All Governors

	<p>The Governors discussed the Revised Budgets for Eskdale and for CCW which had been distributed to all Governors in advance of the meeting.</p> <p><b>DECISION: The Governors approved and accepted the Revised Budgets proposed by JM and seconded by PC.</b></p>	
8	<p><b>Headteacher Performance Management Group</b></p> <p>The Performance Management reviews for both Headteachers were carried out in November with Nick Horn acting as the external advisor.</p>	
9	<p><b>Governor Monitoring</b></p> <p>The Governors had discussed monitoring at the training session with Stuart Boothman.</p> <p><b>DECISION: The Governors appointed the following Link Governors:</b>  <b>Behaviour &amp; Attendance - Julian Fester</b>  <b>Safeguarding – Julian Fester</b>  <b>Health &amp; Safety and Premises – Jon Brown &amp; Barry Harland</b>  <b>Disadvantaged (including PP and SEND) – Jane Mortimer</b>  <b>Progress and Outcomes – Tony Hewitt</b>  <b>Teaching and Learning – Alison Hodgson &amp; Tony Hewitt</b>  <b>Curriculum – Carolyn Watkinson</b>  <b>Post-16 – Carolyn Watkinson &amp; Pen Cruz</b></p> <p>The Chair will produce a reporting schedule for Link Governors.</p>	Chair
10	<p><b>ISDR Draft Report and ASP data</b></p> <p><b>10.1 ASP Data</b>  <b>10.1.1 Progress 8</b>  For Eskdale the progress measure was -0.16 and for CCW was +0.05. There is very little difference in the results of the two schools and both fall in to the 'Average' category.</p> <p><b>10.1.2 Attainment 8</b>  For Eskdale this was 40.95 and for CCW this was 44.93. <i>The Governors asked</i> about the lower score for Eskdale and AF explained that this was due to fewer higher grades. <i>The Governors asked</i> how this would be addressed, AF explained that there is more emphasis on making lessons challenging and staff are consciously pushing for higher grades.</p> <p><b>10.1.3 Ebacc</b>  Eskdale has a lower proportion of students doing the Ebacc than CCW. The Governors noted that this was as a result of a deliberate decision by Eskdale Governors in 2016. The Headteachers explained that the Governing Body needs a strong and considered policy on how Ebacc options are managed. AF explained that he would like more students for MFL and that it may be that this needs to be made compulsory.</p> <p><b>10.1.4 Disadvantaged Pupils</b>  For both schools the Progress 8 measure for disadvantaged pupils fell slightly below the disadvantaged national average – although</p>	<p><i>Holding to account</i>  <i>Holding to account</i></p>

	<p>comparatively small numbers make this difficult to draw firm conclusions.</p> <p><b>10.1.5 Attendance</b> Both schools have persistent absentee levels above the national average. For Eskdale this is weighted towards boys but AF noted that this is a cohort-specific issue and that next year expects a more even split. For CCW the main issue is the higher levels of persistent absenteeism from disadvantaged pupils. The Governors discussed whether there was scope for closer working between the attendance officers at the two schools.</p> <p><i>The Governors asked</i> whether there was co-operation with primary schools over attendance, the Headteachers noted that this is complicated as primaries do not have dedicated attendance officers and the resources are already stretched - there may be scope for a Whitby-wide strategy but that would require additional resources.</p> <p><b>10.2 ISDR</b> This is currently only available for CCW, AF to send out the ISDR for Eskdale when it becomes accessible.</p> <p>SR noted that the ISDR singles out languages as being the area with the lowest value added score for CCW.</p>	<p><i>Holding to account</i></p> <p>AF</p>
<p><b>11</b></p>	<p><b>Any other items referred by the Headteachers</b></p> <p><b>11.1 Ofsted</b> SR outlined the new Ofsted Framework and the increased emphasis on curriculum. Inspections will focus more on subject leaders and schools will be expected to be able to clearly articulate the thinking and planning around reaching curriculum objectives.</p> <p><b>11.2 Staffing</b> SR confirmed that a member of staff's contract had been amended to account for working across both schools.</p>	
<p><b>12</b></p>	<p><b>Chair's Report</b></p> <p><b>12.1 Report</b> The Chair summarised some of the work done by Governors so far this year which included:</p> <ul style="list-style-type: none"> <li>• Getting to know both schools</li> <li>• Attending events at both schools</li> <li>• Meeting with Governors individually</li> <li>• Dealing with complaints and staffing issues</li> <li>• Whitby Sixth Form engagement with local businesses</li> </ul> <p><b>12.2 Meeting Structure</b> The Chair explained that the decision has been made to re-organise the structure of Governing Body meetings. Instead of Committee Meetings there will now be ten FGB meetings per year. There will need to be work to agree standing agenda items and also an annual plan for the meetings.</p>	<p>Governors</p>

	<p><b>12.3 Training</b> Several Governors had attended training this term. Governors to consider any training needs and email the Chair with a view to training being commissioned in the summer term.</p>	
13	<p><b>Strategic Direction</b></p> <p>Following the Vision and Values session in October, the intention is to start work with Paul Brennan early next term on drawing up a Strategic Plan for the Federation. The process by which this is done is very important and must involve the Heads, SLTs and Governors.</p> <p>The Chair explained that the intention is to commission Paul Brennan for a total of 11 days (8 next term and 3 in the summer term) to work with Governors, Headteachers and SLTs in the development of this plan.</p> <p>The Chair also explained that the proposal is also that Nick Horn continues to come in for one day a month to support the leadership of the schools.</p> <p>Governors suggested and agreed that Nick Horn’s involvement should be increased to 1.5 days a month.</p> <p>The Governors noted that it was important that the Headteachers take the lead on this as the support should be to help their workload rather than to add to it.</p> <p>Governors also agreed to the Chair’s proposal that David Miller should be commissioned to carry out an assessment of Eskdale’s finances, as well as an assessment of the sixth form and of resourcing across the federation. The Chair informed Governors that net capacity studies of all three sites and a review of the schools’ PANs would also be carried out next term. This would be followed by a review of buildings and space requirements particularly at Eskdale and on Scoresby site.</p> <p>There have been ongoing discussions with the Opportunities Area around funding to help promote the Sixth Form as well as funding for Paul Brennan, Nick Horn and David Miller’s work.</p> <p><b>DECISION: The Governors agreed that a bid should be submitted to the Opportunities Area for funding for the support from Paul Brennan, Nick Horn and David Miller.</b></p>	
14	<p><b>Policies and Policy Reviews</b></p> <p><b>14.1 Complaints Policy</b> The Governors discussed the Complaints Policies and agreed that these should be the same for both schools and should be the most recent version from NYCC.</p> <p><b>DECISION: The Governors approved and adopted the Complaints Policy.</b></p>	
15	<p><b>Urgent Safeguarding Items</b></p>	

	None.	
<b>16</b>	<b>Schedule of Meetings</b>  21 <sup>st</sup> January 2020 (Engagement and Wellbeing focus) 25 <sup>th</sup> February 2020 (Learning and Progress focus) 24 <sup>th</sup> March 2020 (Resources focus) 19 <sup>th</sup> May 2020 (Resources focus) 16 <sup>th</sup> June 2020 (Engagement and Wellbeing focus) 7 <sup>th</sup> July 2020 15 <sup>th</sup> September 2020  All at 5.30pm at the Scoresby site.	
<b>17</b>	<b>Any Other Urgent Business</b>  None.	

Meeting Closed 7.45pm

Signed by the Chair:

*Pen Cruz*