

# WHITBY SECONDARY PARTNERSHIP FULL GOVERNING BODY MEETING

At Whitby Sixth Form Site  
Tuesday 10 September 2019 at 6pm

Present: Pen Cruz (Chair), Carolyn Watkinson, Simon Riley, Andy Fyfe, Julian Fester, Sarah Clancy, Sarah Hugill, Trevor Parker, Jon Brown, Tony Hewitt, Debbie Beeforth, Jane Mortimer and Barry Harland.  
Apologies: Alison Hodgson  
In attendance: Sally Nedley (Clerk), Nick Horne (NYCC)

## MINUTES

ITEM	NOTES	ACTION
1	<b>Apologies</b> A Hodgson - governors consented to this absence.	
2	<b>Declarations of Interest</b> None declared	
3	<b>Register of Business Interests</b> Two governors were reminded to complete their forms and return to the Clerk.	All forms now received
4	<b>Minutes of the Previous Meeting</b> The minutes of the meeting held on 8 July 2019 were approved and signed by the Chair.	
5	<b>Matters Arising</b> TH pointed out that the governing body membership was incorrect on the websites. Both websites are currently being updated.	
6	<b>Governing Body Membership and Training</b> <b>Induction:</b> The Heads are spending time in each other's school. The Chair would like all governors from one school to make an appointment to meet with the head teacher from the other school before the end of this half term. JM suggested it would be a good idea to have the photographs of all governors on display in both schools so students know who they are. New governor ID badges will be produced. SRi will look into the possibility of new email addresses for governors. <b>Training:</b> The clerk has contacted Governor Support for a schedule of governor training for the year – this will be emailed out as soon as it has been received. The first Governor School Improvement Network meeting will be held at Wykeham on 7 November, 5 – 8.00pm. Please inform the clerk if you wish to attend. PC asked if any governors who have not already done so, would be willing to carry out the Safer Recruitment Training. CW and JM volunteered. <b>Bespoke Training:</b> PC is organising two sessions. One is a session on Visions and Values with Paul Brennan and a second with Nick Horne and Stuart Boothman on the role of governors, role of committees and link governors. PC gathered governors preferences re dates and times and the preferred day was Wednesday, 4.30 – 8.30pm. PC will confirm dates with governors once the sessions have been booked. NH informed the governors that the Ofsted Framework is radically different and he was asked about governor training. He is doing a workshop from 4-5pm ahead of the Governor SIN on 7 November if anyone wished to attend. He could also offer some bespoke training if required.	Clerk to liaise with K Purvis. SRi/TH  Clerk to book  Chair to confirm
7	<b>To consider Committees/Panel membership, Chairs and Reference</b> PC confirmed with governors which committees they were happy to be on. She will update the list and it will be emailed to governors. The Chairs will be appointed at the first meeting of each committee. The terms of reference will stand as agreed at the end of last term. These will be reviewed after the training session with NH and SB.	
8	<b>To Appoint Governors with Specific Responsibilities</b> SEND and Health and Safety Governors need to be appointed. JM volunteered to be the SEND Governor and the clerk will put her in touch with CCW SENCo. JB and BH will share the responsibility for Health and Safety. Link governors will be appointed in line with the SIP and their roles will be discussed at the training with NH and SB.	Clerk to email details to JW

9	<p><b>Items from the Head Teachers</b></p> <p>AF: The first week back at Eskdale has been good and staff are in a good place.  SRI: The first week back at CCW has been good also. The building work on the Sixth Form Site over-ran slightly but considering the amount of work that has been achieved this probably to be expected. The buses are an issue at the moment as the bus companies are not picking up or dropping off at the Sixth Form Site. This has been taken up with County.  JF asked if the intake at both schools was as expected. AF and SRI said it was and the Sixth Form is currently standing at around 160 students.  The Head Teachers will produce written reports for the next Full Governing Body meeting and School Improvement Plans will be ready for the first Learning and Progress Committee Meeting.</p>	
10	<p><b>Summary of National Test Results</b></p> <p>SRI distributed three reports for Governors – KS5 Results 2019, GCSE Results 2019 for CCW and GCSE Results 2019 CCW compared to Eskdale.  <b>A Level:</b> TH asked if staff were generally happy with the results. Overall, staff were pleased. The results day was positive, CJW and JM were on hand to discuss results with the students. SRI has received some nice compliments from parents on how the College supported the students. CW said it would be interesting to compare attainment with the national averages. JM pointed out that with such a small cohort this is difficult to compare. The College also need to ensure that students are picking the right courses. It is also important that students are encouraged to aim at attending the better universities but SRI feels they have been well advised.  <b>GCSE:</b> For some staff at Eskdale this year was the first time they had experienced GCSEs but they were happy with what the school has achieved. Some areas need looking into but in general the majority of students were happy and staff were pleased. This year's Year 11 cohort is more able and we have the rights things in place to move forward. There is a slight issue with middle and high ability students slightly underperforming and the way students are entered for subjects will be looked at more closely. SC – the back story of some of the more troubled students is challenging and they will always need a lot of support other than just teaching. CCW were pleased with the results, again certain areas need looking into, such as languages and humanities. Pupil premium students' results in both schools were very close to the national average.</p>	
11	<p><b>Policies and Policy Reviews</b></p> <p>When policies are due for review in both schools, they will be flagged up to PC and CW.</p>	
12	<p><b>Urgent Safeguarding Items to Report</b></p> <p>None to report.</p>	
13	<p><b>Schedule of Meetings</b></p> <p>It was agreed that all governor meetings would take place in Room 1 on the Sixth Form Site. They would be on a Tuesday at 5.00pm. A draft calendar of meetings will be emailed. Operational working groups would be timetabled to coincide with the committee that they would report to. TH asked if governors could attend the working groups. PC suggested the governors give them some time to embed these groups and then they could invite governors at a later date.</p>	
14	<p><b>Any Other Business</b></p> <p>The Clerk will email a list of events this term at both schools to which the Governors are welcome to attend.  PC and the Sixth Form Team are organising a Business Fair to engage and network with local businesses. There will be stalls advertising the short courses and facilities we can offer, work placements on offer etc. PC will liaise with SRI and AF regarding the date and let Governors know when this will be taking place.  The Head Teachers' appraisals will take place in November and it was agreed that Nick Horne would act as the external advisor. Date to be arranged.  SH, TP and SC left the meeting for the final item of AOB which will be recorded as a confidential minute.</p>	Clerk to email

Meeting Closed 8.45pm

Signed by the Chair:

*Pen Cruz*