



SHERINGHAM HIGH SCHOOL

LOCAL GOVERNING BODY

Thursday 16th September 2021 18:00

The Library, Sheringham High School

MINUTES

Present

John Hannyngton - Chair	JPH	Attending:	
Andrew Richardson- Head	AR	Sarah Rankin – Clerk	SR
Kate Davis	KD	Ramin Keshavarz	RK
Jonathan Hendry	JH		
Laura Sayer	LS		
Alex Steward	AS		
Rebecca Shepherd	RS		
Kate Yarbo	KY		

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the first meeting of the new academic year. Jonathan Hendry was introduced as new parent governor. There were apologies from Tom Burnett. It was noted that Tim Chaloner has resigned due to other commitments. There were no declarations.	

2. ELECTION OF CHAIR AND VICE CHAIR

	ACTIONS
JPH was thanked for his Chairmanship last year and nominated for a further year, seconded by AR. LS was nominated as Vice Chair, seconded by AS	

3. DECLARATIONS OF PECUNIARY INTEREST AND LGB CODE OF CONDUCT

	ACTIONS
The declarations of interest forms were completed. The LGB Code of Conduct was circulated prior to the meeting, and signed by the Chair on behalf of the LGB.	

SIGNED AS A TRUE AND ACCURATE RECORD BY CHAIR..... DATE.....



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4. MINUTES OF THE MEETING OF 8TH JULY – ACCURACY AND MATTERS ARISING

	ACTIONS
The minutes were checked for accuracy and typos corrected.	
<p>Matters arising:</p> <p><u>Staff wellbeing and workload:</u> The high schools have now signed up to the Education Wellbeing Charter. This was disseminated to staff on the recent INSET day. A wellbeing survey will be carried out in October. RS and AR to meet soon to plan.</p> <p><u>Safeguarding:</u> AR flagged the importance of RHSE, SMSC and PD in the new Ofsted framework and reported that the agenda will be pushed across all year groups. RHSE will form part of the statutory report to governors.</p>	RS/AR

5. HEAD OF VI FORM'S REPORT INCLUDING A LEVEL RESULTS

	ACTIONS
<p>RK reported the following:</p> <ul style="list-style-type: none"> • Total Sixth Form numbers - 115 students. • Excellent results broadly in line with predictions. 87% of students received A-C grades • Norfolk scholars – 38% of former Year 13 cohort • One (possibly two) Oxbridge applications this year. • Open evening being held face to face next week. <p>Recruitment was discussed. The physical capacity of the Sixth Form was confirmed as 200 students. It was noted that the Sixth Form has never been financially viable, with around 175 students required to break even. The challenges of the school's location were acknowledged, and the inability to compete with other providers noted. The potential opportunities for links with Reepham College are being explored with Heads. It was agreed that travel between the two sites would not be practical but that other learning collaborations might be an option.</p> <p>Governors acknowledged the strengths of the Sixth form, where the offer includes a wide range of options with teaching in small groups, and places offered to a wide range of abilities. The success of the social science subjects was applauded. It was agreed that the school offers a caring environment where students can thrive.</p> <p>RK reported that the existing curriculum will be assessed this year with a view to attract more students, with a full strategic review being carried out ready for 2023.</p> <p>Governors raised the issue of post-Covid anxiety amongst students and parents and asked how this is being addressed by the school.</p> <p>AR reported that the school has an excellent student support system with three employed counsellors and a strong Student Management and TA team. Sheringham now has its own onsite full time SENCo.</p>	



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Students will be reminded of the support available at the 6 th form information evening. A strong team of 6 th form tutors provide further support for students.	
KD raised the excellent standard of the EPQ (Extended Qualification project) presentations this year. Governors were informed that the independent research project is undertaken by selected year 12s under the guidance of AS. It was noted that this valuable project builds up the skills universities are looking for. AS was thanked for her dedication to the project and the consistently good results were acknowledged.	
Governors asked whether the Academic Enrichment Programme at Gresham's school had restarted. RK confirmed the first lecture was taking place this week.	
RK was thanked for this contribution and left the meeting at 6.50pm	

6. HEAD TEACHER'S REPORT INCLUDING GCSE RESULTS AND PAN

	ACTIONS
PAN: this is current at 134. It was agreed that there is no need to adjust it.	
The Headteacher reported the following: <ul style="list-style-type: none"> • Year 7 intake 119. May rise to 122 • Attendance for 20-21 was 94.19%. It was agreed that this is positive given the level of disruption last year. • New data format approved by Synergy presented to governors. Areas to address will become part of the SIDP. • GCSE results mostly very positive. Headlines include: <ul style="list-style-type: none"> ➤ Projected P8 score well above national average for all students including disadvantaged students ➤ % 4+ English and maths above national average ➤ KPIs above or in line with SMTG benchmark for most subjects ➤ Disadvantaged gap narrow for attainment ➤ Gender gap narrow for maths ➤ Strong attainment for SEND students 	
FSM: Vouchers were supplied over the summer break. School does all it can to encourage eligible parents to apply for FSM, including direct communication with parents and notes in parentmail. It was noted though that this can be a sensitive topic for parents who can be reticent to apply.	
Covid testing: All students were tested twice in the first 10 days of term. Governors were advised that any positive results are only counted after the onsite testing was completed. There are currently 5 positive cases confirmed. Should a link be found between the cases advice will be sought from PHE/DFE helpline. AR reported that fogging continues every 21 days, zoning has been removed and home testing kits have been issued to staff and students.	



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<p>Staffing update:</p> <ul style="list-style-type: none"> the current staffing picture was reviewed. Governors were reminded that Newly Qualified Teachers are now called Early Careers Teachers who must complete a 2 year supported programme. This means additional costs are incurred. Issues around staff duty rotas have now been resolved. Ben Philips now oversees behaviour and attendance The Synergy system is being adopted and adapted for performance management The Synergy calendar is not being fully followed this year, but will be from Autumn 2022. 	
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7. SIDP - AR

	ACTIONS
The SIDP headlines were presented in the HT's report. A full grid with success criteria will be circulated to governors before the next meeting.	AR

8. SAFEGUARDING AND NEW CHILD PROTECTION AND SAFEGUARDING POLICY

	ACTIONS
Governors ratified the new safeguarding and child protection policy. JPH advised that there is nothing to report regarding the SCR. JPH reported that the school has 1 student on Child Protection (CP), 5 students on a Child in Need plan (CIN), 4 students on a Family Support Plan (FSP) and 3 Looked After Children (LAC), two of whom are new to the school.	
Governors were asked to read the Keeping Children Safe in Education document, and reminded that this is an annual requirement. The Clerk reminded governors that the link can be found on their GovHub profile where a box must be checked once the document has been read.	ALL
AR advised that there is now only one referral form for safeguarding concerns. The 'Nagging Doubt' form used at Stalham has been removed from use.	

9. GOVERNANCE

	ACTIONS
<p>Renewal of Terms:</p> <p>The renewal of terms for KY, JPH and RS were confirmed. Govenors were thanked for their ongoing support.</p>	
<p>Roles and responsibilities:</p> <p>LS agreed to take on Careers, SMSC and PD</p>	
<p>Monitoring:</p> <p>SMSC/PD: Monitoring to be carried out this term in three stages:</p>	



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<ol style="list-style-type: none"> When: desktop exercise examining departmental curriculum maps Where: Lessons observation/departmental review SMSC day (November and April) <p>LS TO LIAISE WITH AR</p>	LS/AR
<p>Training update for the Clerk: It was reported that there is a new Trust wide training provider for Governors called Herts for Learning, which is accessed from Governor Hub.</p> <p>The Clerk reminded Governors of the need to complete the Ihasco training, and to either update their training record or ask the Clerk to do so.</p>	

10. GDPR

	ACTIONS
AR reported one Trust wide FOI request which is currently being processed.	

11. STAFF WELLBEING AND WORKLOAD

	ACTIONS
<p>RS reported that regular keep fit events are being run for staff. Governors were also informed that Synergy buys into a subscription to a wellbeing support hotline in addition to the support offered through the NNAT insurance. It was confirmed that posters throughout the school advertise these services.</p> <p>Governors asked if there is a wellbeing budget. The Head explained that the only budget is staff medical, which is being used for priority flu jabs.</p> <p>Governors asked whether a preferential corporate rate would be available for staff when the Reef leisure centre opens. RS will look into this.</p>	RS

12. POLICIES

	ACTIONS
AR reported he is working on a new menopause policy.	

13. CORRESPONDENCE WITH THE TRUST

	ACTIONS
It was noted that a Trust wide Chairs meeting is being held on 4 th October. LS to attend in JPH's absence and report back.	

14. A.O.B

	ACTIONS
Ofsted – expectations for governors: AR discussed the probability of receiving an Ofsted visit this year. Governors were reminded that they might be called in on Day 2 of the visit.	



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With no other business, the Chair closed the meeting at 8.09pm

Date of next meeting: Thursday 11th November 2021 at 18:00