



Local Governing Body Meeting

Tuesday 16th May 2023 at 16:45

MINUTES

MEETING HELD IN THE LIBRARY

PRESENT

John Hannington - Chair JPH
 Alastair Ogle - Exec Head AO
 Kate Davis KD
 Martin Langsdon ML
 Becky Shepherd RS
 Alex Steward AS

ATTENDING

Sarah Rankin – Clerk SR

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the meeting. There were no apologies and no declarations.	

2. MINUTES OF THE MEETING OF 21st MARCH AND MATTERS ARISING

	ACTIONS
The minutes from the meeting of 21 st March were approved for accuracy.	
Matters arising: Ofsted: following recent the Stalham inspection, JPH will talk to the Stalham Chair of Governors regarding the questions asked to governors and report back. New CEO: Louise Lee has been appointed. AO will be meeting with her this week.	JPH

3. EXECUTIVE HEADTEACHER’S REPORT

	ACTIONS
Governors reviewed the Sheringham on a Page document. The following was discussed: <ul style="list-style-type: none"> <i>Attendance:</i> Target 96% Current rate 89.3% High level of persistent absence in Year 10 (24.4%). Attendance is monitored daily. JPH to meet with BP and Sharon R to discuss. The document recording those students on reduced timetables and the reasons why was noted. <i>Safeguarding:</i> high numbers of safeguarding concerns. Support is being given to staff. <i>Behaviour:</i> was a day’s focus for Ofsted inspectors in April. Inset day (18th May) will be held on behaviour to promote the relationship approach which supports a child’s development and to practice different scenarios. The draft Behaviour Improvement 	JPH



<p>Strategy was considered. This has been produced following Ofsted research and will be shared with staff at the Inset session. Governors acknowledged there is no quick fix for attendance, they were pleased to see the focus on positive strategies for managing behaviour at school.</p> <p>Governors asked whether behaviour is getting worse in the community. This was confirmed. The Executive Headteacher reported that 64 notifications from Operation Encompass had been received in the first 10 weeks of the year. Challenging situations at home are affecting students' ability to self-regulate, and they may be finding their situation hard to manage.</p> <ul style="list-style-type: none"> • <i>SIDP progress</i> – BS has been appointed as Assistant Head. The Governing Board passed on their congratulations. • <i>Vision</i> – The Chair from Stalham will hold a workshop with SHS SLT around the school's core purpose, vision and principles. This will lead into roles and responsibilities and priorities for next year. 	
<p>SEF: The SEF for the high school was reviewed. SEF for the 6th Form will be circulated by AO</p>	<p>AO</p>
<p>SIDP: Rag rated, mostly on target. Amber areas (2) will be improved due to staff changes from September. Staffing was discussed. This remains a considerable challenge. AO reported that a new music teacher has been recruited and will be spending time at Stalham where there is a very established teacher. The Food Prep vacancy has been filled. Computing vacancy being advertised. Challenges remain around maths teaching recruitment.</p>	
<p>LAC report: produced for Governors by the SENDCo detailing all the support provided for these students. Governors acknowledged the amount of time and support given to these students.</p>	

4. SAFEGUARDING

	ACTIONS
<p>Safeguarding action plan: AO reported that the SLT are meeting fortnightly regard this with many actions being completed following the audit. AO is happy with the progress being made. It was reported that a quote has been received to install a barrier at the school entrance - £24K. Replacement of external doors will cost £26K. The Staff governor commented that the safeguarding reports circulated to staff from BP are very helpful for staff to be more aware of the children in need.</p>	
<p>SCR: JPH gave a verbal report on the meeting with VC regarding the SCR. It was reported that VC is continuing to work through the safeguarding action plan. There are no concerns. VC has carried out a complete review of all personnel files.</p>	

5. INFORMATION DISSEMINATED FROM THE TRUST BOARD

	ACTIONS
<p>Governors were reminded of the latest briefing which included:</p> <ul style="list-style-type: none"> • The appointment of the new CEO Louise Lee • The email protocol document • The request for governor training priorities for next academic year. 	



6. POLICIES AND DOCUMENTS

	ACTIONS
<p>Attendance Policy – for ratification by email. This has been based on the model policy from NCC</p> <p>RSE Policy – Ratified by Governors.</p> <p>Intimate Care Policy – this is a new policy for reassurance for parents, staff and students. Ratified by Governors.</p> <p>The following Trust policies were circulated for information only</p> <ul style="list-style-type: none"> • Governance Duties under the Equality Act • Suspension and Permanent Exclusion 	AO

7. GOVERNANCE MATTERS AND MONITORING

	ACTIONS
Website compliance: This has been carried out. No concerns.	
Personal development day: KD gave a verbal report on the personal development day held on 21 st April. KD reported on seeing great teaching with engaged students. KD noted that most student behaviour was excellent, and was impressed at how staff handled the few tricky groups of children.	
Literacy meeting: KD reported that Pippa is achieving a lot in the time she has allocated to the role of literacy coordinator. AO confirmed that more time will be located to her next academic year. It was noted that this new role has made a big improvement in communication of information between the English department, SEND and the library.	
Succession planning: JPH confirmed he will remain in post for this next academic year. ML has agreed to be Vice-Chair.	
Transition evening 6th July: KD confirmed attendance	
Personal development week: ML confirmed attendance at SEND session on 17 th July.	

8. INFORMATION FOR THE TRUST BOARD

	ACTIONS
None.	

9. CHAIR’S BUSINESS/CORRESPONDENCE

	ACTIONS
The Chair reported that a Stage 3 complaint has been received regarding an incident which took place in January regarding burns sustained by a student. The panel is meeting in June to consider this.	



10. ACTION LOG

	ACTIONS
Updated and actioned.	

11. DATES AND TIMES OF NEXT MEETING

	ACTIONS
Confirmed as Monday 17 th July at 6pm	

12. A.O.B.

	ACTIONS
AO advised that David Knight is leaving the school and science department after 30 years of service. It was agreed that JPH will write to him to thank him for all his hard work and dedication over the years.	JPH

With no other business, the Chair closed the meeting at 1745

Date of next LGB meeting: Monday 17th July 2023 at 6pm