



## SUMMER TERM 2017

### MINUTES OF A MEETING OF THE GOVERNING BODY OF HOLMER GREEN SENIOR SCHOOL HELD AT THE SCHOOL ON 24 MAY 2017

<b>PRESENT:</b>	Mr D Greenwood (Chair) Mrs S Parnaby Mr T Green Miss E Baddeley Miss J Kirkpatrick Mrs C Whitehead Mrs A Brodala Mrs J Hollings	Mr M Jones (Headteacher) Mr R O'Connor Mrs T Swain Miss K Stratton Mrs D Deanus Miss K Willard Mr A Jones Mr S Pilgrim
<b>IN ATTENDANCE:</b>	Mrs L Jackson (Business Manager) Mr R Batten (School Improvement Partner)	Mr P Tang (Deputy Headteacher)
<b>ABSENT:</b>	Mr S Hemsley – Apologies offered and accepted	Prof Bryan Mogford – Apologies offered and accepted

#### 1 RESIGNATION OF CLERK TO GOVERNORS

All Governors wanted to record their thanks to Penny Parkin for all her hard work for the school and the advice she has offered during her time with the school. Mrs Whitehead noted that Ofsted had been impressed with the quality of the minutes. Mr Greenwood will write to Penny Parkin with thanks on behalf of the Governing Body. The School has arranged for another Independent Clerk to clerk the remainder of the meetings for this academic year with a view to engaging her services from September should the Governing Body be in agreement.

Mr Greenwood  
Mrs Jackson

A confidential discussion was noted as Restricted Minutes.

#### 2 NOTIFICATION OF ANY OTHER BUSINESS

Year 7 Bulge Class for Sept 2017

#### 3 DECLARATIONS OF INTEREST

None

#### 4 MINUTES OF MEETING HELD ON 22 MARCH 2017 AND MATTERS ARISING

- Dropbox – to be discussed under AOB

#### 6 GOVERNOR REVIEWS



6.1 DBS checks – all complete. Mr Green asked if his DBS is still valid as it was from his employment with The Misbourne. Mrs Jackson will refer this to Mrs Plascott. Governors asked if the school was using the Update service.

Mrs Plascott

6.2 Governor Appointments & Resignations

- Vacancies – 1 Community, 1 Parent and 1 Staff Governor

Mrs Hollings has decided that due to personal commitments she is having to stand down as a Governor in the Autumn. Mr Greenwood would like to keep Mrs Hollings in the loop in case she wishes to return. Mrs Hollings intends to stand down after the first Autumn meeting in 2017. Mr Jones publicly thanked Mrs Hollings who has been a fabulous asset to the school. Mrs Hollings' legacy is questioning numbers so excellently. Mrs Hollings will be sorely missed.

6.3 Review of Membership of Committees/Working Groups

The following changes were noted:

Mr O'Connor volunteered to join People & Personnel Committee  
Mrs Parnaby volunteered for the position of SEND Governor  
Mrs Swain volunteered for the position of Development Governor  
Mrs Brodala volunteered for the position of Expressive Arts Governor  
Mr Greenwood agreed to continue as Governor for ICT

## 7 STRATEGIC MANAGEMENT

School Improvement Partner Report – Ralph Batten

There was a presentation from Ralph Batten. He stated that the school is now rated as Good by Ofsted. He stated that currently 80% of schools in the UK are graded as Good and Outstanding – this figure was previously 50%. Ofsted Inspectors are struggling to report on the quality of Good as many schools are at the lower end of Good. Some Good schools have robust structures to cope with difficulties whilst other Good schools seek out opportunities to improve. If there were such a thing he stated he would say that HGSS is now a 'very' Good school. The clock is ticking and this time next year we will be waiting for a short inspection.

There is clear evidence that HGSS is good because leadership is much more dispersed than it used to be. Leadership is very good when it is dispersed because it does not rely on one person – this leaves the school much more secure. The opportunity for Mr Jones to be involved in another school has led to growth in the leadership and important improvements have been made. Taking on responsibility is good but it is even better when individuals take on accountability.

The next reason that this is a Good school is that the achievement by most groups of pupils at KS4 has improved especially relating to Pupil Premium students. Achievement of more able students has also



improved. There is some positive progress data coming through particularly regarding the Ebacc.

Thirdly, there is a robust tracking system in place for student progress throughout the year – this shows how well every child is doing – how well every child should be doing and also how well every child is likely to achieve at the end of KS4. Ralph Batten advised that some of the presentation of data needed to make positive results crystal clear. The result is that early interventions for pupil achievement can be put into place. Ralph Batten noted that pupils in disadvantaged circumstances could move in and out of this group on a regular basis. He stated the Pupil Premium champion is well on task with this. Effective CPD is provided to support staff and as a result the student experience is less turbulent. Leadership potential is recognised and rewarded – staff are well coached and mentored.

The school has clearly identified barriers to learning especially those in receipt of Pupil Premium funding. Ralph Batten was given a very comprehensive Pupil Premium document and this needs to be placed on the school website.

Ralph Batten said one student had said she did not feel safe in the school – she was uncomfortable with some friends therefore Ralph Batten said he could only say that **most** students feel safe and students are well supported. Pupils are taking the opportunity to be active in the school including Prefects who are delighted to be involved with the school.

Ralph Batten noted that the Sixth Form – previously graded Requires Improvement – could now demonstrate that all students are on or above target currently and this is a stunning achievement. The data indicates rapid and sustained improvement in most subjects and the Sixth Form, although small, remains popular with HGSS students.

Pupils are well prepared for their next stage – HGSS has very low NEET numbers and approximately one third of students transfer from Year 11 to the Sixth Form.

Leaders and Governors have a rich ambition for the school. As a consequence the school continually welcomes opportunities to improve. It is therefore a joy to come into the school.

## **How to improve -**

All staff need to use data trends incisively and staff must be asking what they need to do for all students at any particular time who may seem to be underachieving. Governors need to ask how we address the disadvantaged pupils. We need to provide more opportunities to students to take responsibility and be accountable for the improvements they want to make **in their own work**. Staff need to work with students when they come off their flight path to encourage the child to think how **they** are going to address this and to create a contract with staff, students and a responsible adult who can support that child. This needs to make a difference by the next data drop. Currently this has a 90% success rate but we now need to extend this and move to 7, 8 and 9 as

Mrs  
Plascott/Miss  
Joynson



well as 10 and 11. Students want to challenge the grading for effort – they ask why students do not have a say in this grading. They want their voice heard.

The school is going to make some big decisions - Leaders and Governors need to manage Risk affectively in assessing the barriers to improvement and the benefit for students. If the barrier is worth knocking down then you need to move barriers into bridges.

Mrs Brodala stated it might be helpful for Governors to know about what the barrier might be. Ralph Batten said Governors need to learn to delegate investigations/actions to one or a few people – not to spend all your time on the barrier.

## 7.1 Proposal for Strategic Alliance with Sir William Ramsay School for Sixth Form 2017/18

A presentation from Mr Jones. The document looked at collaboration in the Sixth Form between the two Headteachers and the two Heads of Sixth Form. There are many logistics to be ironed out. Mr Green stated that there needed to be a two year commitment. Miss Willard stated that there seemed to be limited opportunities being offered at the moment – Mr Jones stated that part of the issue is the timing of the two school days. Mrs Whitehead asked if we were being transparent to students about where the courses would take place. Mr Jones stated that staff at both schools have presented to both sets of students. Mrs Whitehead noted that it would be useful for both sets of students to visit the alternate school. Mrs Hollings stated that the school needed groups of approximately 20 for courses to remain viable. Mr Jones agreed that our numbers are a problem – we must have a plan to address this. Mr Green stated that offering additional subjects will encourage more students to stay here. Mr Jones agreed and stated that Public Service was a particular example of this. Mr O'Connor asked if there was any danger of performance dropping. Mr Jones stated that students' performance would show for the each subject at the school where it is delivered so it is in both schools interest to ensure performance is carefully monitored. Clarity and accountability is very important. There will be a contract between the two schools which will bind all parties.

## 7.2 Multi Academy Trust Working Party

Mr Jones presented a document on a proposal to form a MAT Working Party. Mrs McClintock has been appointed as Headteacher at SWR and is very interested in the possibility of co-creating a MAT with HGSS. After half-term a working party will look in detail at the proposal. This group will report back to next FGB and continue to meet in the Autumn Term 2017. If approval is agreed by both schools then a MAT submission could be made in January 2018. Mr Green raised whether there should be 3 Governors from each school on the Working Party. Mr Greenwood agreed with this suggestion. Mr A Jones noted that this would broaden the expertise. Mr Greenwood asked for volunteers on the Working Party – Mr A Jones, Mr Green and Mr O'Connor volunteered – this was approved by the Governing Body.

MAT Working  
Party Meetings  
to be scheduled  
– Mr Jones



## 8 REPORTS OF COMMITTEES/WORKING GROUPS

8.1 Finance, Premises, Health & Safety – Not met

8.2 People and Personnel Committee – 4 May 2017

No questions

8.3 Learning & Curriculum Committee – 23 May 2017

No Questions

8.4 Staff Dismissal/Staff Dismissal Appeals/Employee Grievance/Pay Review Appeal Committees

Not Met

8.5 Student Discipline Committee

Met – Appeal pending

## 9 REPORTS

9.1 Chairman – Nothing to report

9.2 Safeguarding Governor – Miss Willard

NG is doing an excellent report on all areas of safeguarding.

9.3 SEND Governor – Mrs Parnaby – nothing to report

9.4 Pupil Premium Governor – Mrs Deanus

Met with Miss Joynson – her report is pending but Mrs Deanus was very impressed with her plans.

9.5 Development Governor – Mrs Swain

A meeting with the Business Manager and work in progress

9.6 Equalities/Diversity/Governor – Mr Green - Nothing to report

## 10 POLICIES FOR REVIEW OR ADOPTION

Safeguarding – no change

Whistleblowing – no change

Admissions – amended

Anti-Harrassment and Anti-Bullying – Review

Controlled Assessment Policy – Review/Amended

Non-Examinations Assessment Policy – New

Internal Appeals Policy – Review



**All approved**

11 **ANY OTHER BUSINESS**

**Year 7 September 2017 Bulge Class –**

Mr Jones stated that we have had a number of appeals lodged for Year 7 in September 2017; currently a number of children will need to travel large distances for their allocated school. Mr Jones stated that he had looked at the finances and the premises and that it is possible to offer a Year 7 bulge class for this year. He noted that most other local upper schools have already moved to offer 6 forms of entry. Mr Jones also noted that this may also aid the expansion plan with BCC. Mr Jones is asking for Governor approval for this. Mr Jones will meet with Heads of Department to discuss any issues raised by Staff Governors and FGB will approve this proposal providing staff are happy with the arrangement. A report from Mr Jones will come back to the FGB before the next meeting to confirm the arrangements.

Mr Jones

**Filing for Governor minutes and papers**

It was agreed that the school would use the Governor Area of the website to organise and file Governor Papers and Mrs Plascott has offered to oversee this. Governor logins and the HGSS Acceptable User Policy was distributed. Governors will be asked to sign the declaration for this at the next FGB

Mrs Jackson/All  
Governors

12 **TO CONFIRM DATES AND TIME OF FUTURE MEETINGS:**

**Full Governing Board Meeting**

- **Wednesday 5 July at 7.00 pm**

**Conduct of meeting – Governors to confirm that: the meeting has been conducted in an open manner, that all Governors have been able to participate and contribute to discussions and that all Members of the Governing Body will have access to these minutes. Confirmed**

**Close of meeting at 9.05 pm**