

Litherland High School
Part of the Heath Family Trust
Full Governing Body Meeting held on
Wednesday 14th March 2018 at 5.45 pm

Present: RR Rob Rogers, Principal Litherland High School AB Adele Browne, Parent Governor JB Joanne Butcher, Parent Governor SP Suzanne Pomford, Parent Governor FMF Frank McFarlane, Business/Community Governor TMK Tracy McKeating, Business/Community Governor SM Suzanne Mainwaring, Business/Community Governor IM Ian Mitchell, Business/Community Governor KL Karen Lynskey, Education Governor CMU Carmel Murphy, Non-Teaching Staff Governor LK Linda Kinsella, Clerk to the Governors Also present: nil		Apologies: RP Rob Pritchard, Chair RC Ronnie Cowen, Parent Governor DR Daniel Rankin, Business/Community Governor ABE Alison Bennett, Teaching Staff Governor		Non attenders: nil	
Items	Discussion	Action	Who	When	Accountability – key questions to be asked at next FGB meeting
44) Departmental Presentation	None due to Y11 Parents' Evening.				
45) Welcome and Apologies for Absence	IM informed that the Chair (RP) has submitted his resignation to the Clerk in writing. Therefore as Vice Chair he will step into this position.				
46) Agree Minutes of last	<ul style="list-style-type: none"> • Science Results update. 				

<p>FGB Meeting and matters arising</p>	<p>RR reported that he, the Vice Principal and Head of Science have met and analysed current data. Using completed and marked PIXL tests, Science data does show progression and demonstrates that results are comparing favourably against national trends.</p> <p>Trilogy Science – projections are close to national.</p> <p>Biology – currently 76%; Chemistry 80%, Physics 86%, therefore projected statistics for Science are on track. There was an opportunity for questions. FMF commented that PIXL has a good reputation and is well thought of by Ofsted. Governors were encouraged by projections.</p> <p>RR reported that currently one member of the Science Team is on long term sick leave.</p> <p>All Science classes will have Walking Talking Mocks from now on until the exams, an innovative strategy to exam proof our students.</p> <ul style="list-style-type: none"> • Governors’ Action Plan. Agenda item for tonight. • Contact Governor (DR). Clerk has spoken to DR. DR has offered his resignation, as due to training commitments he cannot currently attend meetings, but still wishes to remain involved and will return once he is fully available. FMF wished to clarify the Policy on Governor attendance. RR confirmed that a Governor’s commitment is alluded to in the Governor Code of Practice and this is an area that he will tighten up on if required. TMK is satisfied that at LHS we have a good representation of Governors who are a real credit to us. • Governor Leadership. Mr Pritchard has submitted a formal resignation letter w.e.f. 12th March. IM will now act as Chair for all purposes – agreed by the Governing Body. • Sub Committees The date and focus of each meeting has been set. • Inset Days 18/19 	<p>Write to thank previous Chair</p>	<p>IM/Clerk</p>	<p>asap</p>	
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	<p>Staff opinion on the two final Inset days has been sought. Staff are in agreement and RR has received no negative feedback nor comment re: twilight Inset.</p> <ul style="list-style-type: none"> • Safeguarding Training Will take place tonight. • Section 175 Audit. RR explained that this document is now completed as an online document, and Governors were provided with copy of the Audit document in advance of the meeting. As a school self- evaluation document, TMK explained that this will need to be a regular agenda item on the Behaviour, Welfare, Attendance and Safeguarding Sub Committee to ensure school is satisfying all of its responsibilities. FMF confirmed that safeguarding is a standing item on the Committee, and any concerns would of course be brought to Full Governors. 				
47) Safeguarding Refresher Training	<p>TM conducted the Safeguarding Refresher Training She started by outlining the Education Act and the duties and responsibilities of all schools to carry out the safeguarding function.</p> <p>The role of the Safeguarding Governor was explained giving key aspects.</p> <p>TM asked Governors to question themselves on how they are supporting the Designated Safeguarding Lead (DSL) and if they are confident on challenging the leaders of the school on keeping our students safe.</p> <p>The role of the DSL was explained. FMF added that for safeguarding to be effective, staff and governors need to carry out their duties discharged to them working together and meeting regularly to discuss safeguarding issues.</p> <p>TMK spoke about KCSIE being in all aspects of the curriculum, and key staff need to be trained in domestic abuse, gun and knife crime, with students knowing where they can go for help and support.</p>				

	<p>TMK outlined all the areas of abuse from the most obvious e.g. neglect and physical abuse to some staff and governors may not be aware of e.g. teenage relationship abuse, right through to the broader aspects of care and education.</p> <p>TMK went through the four areas of KCSIE 2016. She explained: Part one – Safeguarding information for all staff. Part two – The management of safeguarding and responsibilities of Governing Bodies. Part three – Safer Recruitment. Part four – Allegations made against teachers and staff.</p> <p>TMK highlighted some key questions for Governors e.g. How do we publish our policies? Where do children go when off roll? What inter-agency working takes place and the roles of staff involved.</p> <p>There are many questions surrounding safeguarding, and staff and governors need to know their responsibilities, maintain quality of practice and timeliness in their response. The DSL and her team have in turn demonstrated to Ofsted how it works in practice.</p> <p>The DSL is currently looking to identify if there are training gaps for herself or the team.</p> <p>There was discussion regarding safer recruitment. IM asked if there is a checklist for the recruitment process, TMK confirmed that there is and safer recruitment is also covered in the 175 Audit. FMF spoke about gaps in service and the need for rigorous reference checks.</p> <p>TMK reminded all that the whole area of safeguarding will no doubt pose difficult questions but child protection will over-ride even confidentiality in keeping our students safe.</p> <p>TMK spoke about host families and exchange, and the need for everyone in the house to be DBS checked.</p>	Identify training gaps	DSL / RR	asap	
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51) SEN (standing item to Sub Committees)	SEN will be a standing item at Sub Committee level.				
52) AOB	<ul style="list-style-type: none"> • Governor NLG status Declaring transparency, FMF informed that he may not be eligible for NLG status due to insufficient deployment into other schools/teaching school during the period required. He wanted Governors to be aware of this and let the Governing Body decide if they wish him to remain on LHS Governors. All in agreement that FMF should remain, and IM added it would not make a difference. • Governor involvement SM informed that the Union had today questioned her involvement with the Governing Body, suggesting that it is a paid role. SM is employed at Hill Dickenson – Legal Advisers to the MAT. She will respond to Union appropriately, advising them that her role as Governor is unpaid. • Role of the Chair. Due to resignation of Chair, Chair’s role had been assumed by Vice Chair. Governors wished to appoint IM now formally as Chair. IM was willing to put himself forward as Chair. FMF proposed and ABR seconded. TMK thanked IM for stepping up to the role for Ofsted, and he thanked all Governors for coming together also. IM asked Governors to consider the vacant position of Vice Chair. • PART 2 Minutes Signed as a true record. • Marketing Strategy Once Ofsted report has been received, Governors will discuss further school promotion and marketing strategy. 	<p>Appoint Vice Chair</p> <p>School promotion and marketing strategy</p>	<p>Governors</p> <p>Governors</p>	<p>Next FGB</p> <p>Next FGB</p>	

53) Date of next meeting	Wednesday 16 th May 2018 @ 5.45 p.m.				
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Signed (Chair): _____

Date: _____