

**Litherland High School
Part of the Heath Family Trust
Full Governing Body Meeting held on
Wednesday 4th July 2018 at 5.45 pm**

<p><u>Present:</u> RR Rob Rogers, Principal Litherland High School AB Adele Browne, Parent Governor JB Joanne Butcher, Parent Governor RC Ronnie Cowen, Parent Governor FMF Frank McFarlane, Business/Community Governor TMK Tracy McKeating, Business/Community Governor SM Suzanne Mainwaring, Business/Community Governor CMU Carmel Murphy, Non-Teaching Staff Governor SP Suzanne Pomford, Parent Governor DR Daniel Rankin, Business/Community Governor ABE Alison Bennett, Teaching Staff Governor LK Linda Kinsella, Clerk to the Governors</p> <p>Also present: Mrs H. Porrino, Subject Leader of English</p>		<p><u>Apologies:</u> IM Ian Mitchell, Business/Community Governor KL Karen Lynskey, Education Governor</p>		<p>Non attenders: nil</p>	
Items	Discussion	Action	Who	When	Accountability – key questions to be asked at next FGB meeting
67) Welcome and Apologies for Absence	Welcome from FMF in the absence of the Chair. Apologies received from IM and KL. FMF proposed apologies were accepted – all agreed.				
68) Departmental	Mrs Hanton, Subject Leader of Mathematics introduced herself to the Governors. She informed the Governors of her background. She has been				

<p>Presentation - Mathematics</p>	<p>employed in the Mathematics Department since 2002, and as Subject Leader since 2009.</p> <p>EH explained that from 2009 early entry was a strategy used both in school, and nationally, and students that passed gained their result and would have been taught by their specialist Maths teacher. This helped school to improve results quickly. However, this meant that sometimes Department were using non-specialists at KS3. Staffing and recruitment remained our biggest challenge, and early entry meant only using specialists at KS4.</p> <p>Changes did come in nationally and this practice ceased. Since 2015, LHS has had a full department of Maths specialists and some staff have remained throughout the course of all the changes. A good maths teacher is quite difficult to find, but at LHS we are in a very fortunate position.</p> <p>EH explained changes in subject content to the Governors and gave a recent example of when students sat an old legacy paper and how different the content and marking was, compared to now. This text used previously with Year 10 is now aimed at Year 8.</p> <p>Re: the KS4 Scheme of Learning for the new GCSE – the current Year 11s will be the first students to have completed the full scheme. For the first time ever our KS4 students have covered all content fully and have had ample time for revision.</p> <p>Behind the figures, EH knows the improvements that need to be made. The Department is involved in a deep learning project attended by EH and one additional Maths teacher (GM). Funded by the DFE, this will have a positive impact on Teaching and Learning. It will make a difference to our teaching immediately, with improvements already being made to the KS4 scheme. At LHS we have a willing team of subject specialists that will support any change necessary.</p> <p>The KS3 scheme is under review, and funding is needed in this area. From the moment students come into secondary school from their primary</p>				
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	<p>setting, schools need to teach effectively so students can really attain in the future. The route Mrs Hanton would like to go down is based on the mastery route. The training staff are going through is taught on the mastery approach. It rejects the idea that a large proportion of students just cannot do Maths. Significant time is spent on deep understanding, so learning is sustainable over time. Key facts are taught alongside problem solving so staff need to make sure that they are filling in the gaps (usually the basics). For those students who grasp ideas quickly, fast acceleration into new content is avoided. Teachers use well-crafted examples and exercises. There are different organisations that are looking at bringing this into secondary schools.</p> <p>EH had discussed ‘mathematics mastery’ with the Principal, and is aware of a couple of schools who have used this successfully. The programme would provide in depth training and support, professional development and assessment tools. EH is hoping to drive forward and embed in the Department.</p> <p>There was an opportunity to ask questions?</p> <p>FMF asked EH about the transition from primary, and if the Department receives sufficient information about a child’s ability? EH confirmed that the only information school receives is the KS2 results, but a student’s learning in the classroom will not always reflect this. The gap from when the assessment takes place to when the student arrives can be quite noticeable. School are currently testing presently.</p> <p>JB added that students could have considerable information available to them in a primary setting, as the nature of primary is that there are many classroom and wall displays and other methods to support a student.</p> <p>EH added that this can be sometimes surface learning. EH’s focus would be to take sections of our KS3 scheme out to start with, as the students need a full understanding on the basics first.</p> <p>TMK added that it is about resilience for our students.</p> <p>TMK asked about the cost, and who is the dedicated expert?</p>				
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	<p>EH informed that there are many mastery products available. The Department have looked at this closely with the NW Maths Hub. For Year 1, the cost would be approximately £6,775, and there would be an ongoing cost. TMK ask if any of the other MAT schools are using the product? EH is not aware of any of the other MAT schools using this, and informed Governors that there is a MAT meeting next week, and schools will talk about this further.</p> <p>EH summarised to Governors, and is confident LHS is at the point now where the KS4 Scheme is the best it has been.</p> <p>The Governors asked about the recent exams and how the Subject Leader felt they had gone. EH confirmed that out of the 3 papers, paper 1 was tricky with some students not happy with their performance, but papers 2/3 were very positive.</p> <p>Acting Chair thanked Mrs Hanton, who left the meeting at 6.15 p.m.</p> <p>RR stated that this is the format he wants Department Heads to follow, a remit/brief of past, present and future for each departmental presentation, with no statistics or figures intentionally. RR asked if this is acceptable to Governors? Governors confirmed yes.</p> <p>RC added that it was different in comparison to the English Department style, and a very good presentation by Mrs Hanton.</p>				
69) Agree Minutes of last FGB Meeting and matters arising	<p>The Governors reviewed the minutes from the previous meeting. The minutes were proposed by JB, and seconded by RC.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> • Provide MP data. <p>RR referred to page 1 of the headline 17-18 report (circulated previously). He shared key data of where the school has progressed over the course of the year.</p> <p>The 2017 the P8 score is stated as -0.52, following revision it actually came in at -0.48, We are now above floor.</p>				

	<p>LHS currently have the Attendance and Welfare SLA with the LA. TMK said we need to focus on tackling family and community issues, and unless things improve then attendance will not markedly change. School must also be a part of this and further support in other practical ways e.g. the minibus pick-ups, rewards programme. Governors agreed that by sharing good practice with other schools this would certainly be beneficial. TMK confirmed that the attendance network group is happening; however, we do need to fully assess the profile of our school as it would not be in direct comparison to some other schools in Sefton i.e. the LHS profile would differ from that of Range or Formby High.</p> <p>TMK informed Governors that the most improved school is Chesterfield. TMK also informed the Governors of the challenges of penalty notices and the legal process within the local authority and courts. TMK has taken over as Council lead of the fair access panel, and finds that a large number of students are moving schools and outside their traditional catchment area, which has a big impact on some schools.</p> <p>FMF informed the Governors that C.Hurren and LRowands recently visited LHS to undertake a MAT wide review on attendance, and spoke to many staff and students. Governors are currently awaiting this report.</p> <ul style="list-style-type: none"> • Nominate GDPR Governor <p>A nominated Governor for GDPR was discussed at the last meeting. TMK agreed to undertake the role. All were in agreement.</p> <p>SM suggested Hill Dickinson could provide some further training in GDPR at the Governor Conference. SM will speak to her colleague (J.O.) to see if their current presentation could be tailored to an education setting. TMK explained an element of GDPR is dependent upon the age of the student. For example if her team were conducting an early health assessment, they would have to have ask any student over the age of 13 for their permission. School awaits more information from the MAT regarding GDPR.</p>	<p>Provide Attendance Audit</p> <p>GDPR training to be confirmed</p>	<p>RR</p> <p>SM</p>	<p>Next FGB</p> <p>Governor Conference</p>	
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	<ul style="list-style-type: none"> • Prevent Training See below as agenda item. • Governor Handbook/Action Plan. See below as agenda item. • NGA feedback. To Chair. • Nominations for Vice Chair. IM had asked any Governors to come forward if they are interested in the role. JB considered FMF would be an ideal candidate due to his experience. RR has spoken to IM about recruiting from Industry. FMF will stand in until the next meeting and if a more suitable candidate becomes available then we can take it from there. • School Development Plan See below as agenda item. • Attendance See above as part of MP data. 	Review nominations for Vice Chair	Chair	Next FGB	
70) Prevent Training	Due to time restraints, the Prevent training will take place in the new academic year. TMK will then have the most recent updates.	Prevent training	TMK	Next FGB	
71) Finance (standing item)	<p>Finance – Finance Team are at work on the 2018/19 budget and this is imminent.</p> <p>TMK commented on the letter received from the CEO. She has also read information on the Schools Week website, which gave a more negative view of MAT Finance, and the recent article in the press.</p> <p>TMK will forward for information to any Governor who wants the link. FMF said he awaits this version.</p>				

72) Governor Handbook/Action Plan	RR has sent the Governor Handbook and Governors' Action Plan to the Chair. Governors need further time to agree an action plan. Governing Body will complete a formal Action Plan for next year and publish on the school website for transparency ACTION: RR to further review with IM. Time will then be allocated at the Governors' Conference to complete.	Finalise Governor Handbook and Action Plan	RR/IM/ Governors	Governor Conference	
73) School Development Plan 18-19 (standing item)	RR informed the Governors of the most recent INSET planning day, and middle leaders are currently in the process of writing their sections. As more plans come on stream, RR will share and scrutinise. Information will be provided at regular intervals.	School Development Plan updates	RR	As available	
74) Pupil Premium Report	<p>Pupil Premium Governor is confirmed as TMK.</p> <p>RR explained that the current review was conducted in conjunction with the existing PP staff member. The plan going forward is now being written by RR/SB, and they will allocate a colleague within the organisation to deliver and administer it. Following the report from Nell Banfield, RR asked for any questions?</p> <p>There were no questions, however TMK considers this should be a standing item due to the high number % of PP pupils.</p> <p>RR informed that the MAT would like a member of staff in school to undertake this role. TMK disagreed, and thinks the person that owns this ultimately, should be at MAT level. As it is another form of scrutiny, the person would need to undertake learning walks amongst many things, and advise on strategy for delivering on Teaching and Learning.</p>				
75) Junior Leadership 2018/19	<p>RR informed that SLT have appointed a new team of young people. He has interviewed all candidates and appointed Head Boy, Deputy Head Boy, Head Girl and Deputy Head Girl, JLT and Prefect roles. All have received letters, badges and will be undertaking assembly to share their vision.</p> <p>ACTION: At a future meeting next term, RR will ask JLT to give their presentation.</p>	Junior Leadership Presentation	JLT	Allocated FGB meeting	

	<p>TMK added JLT could be utilised as part of the LSCB for ‘what does safety look like outside of school’.</p>				
<p>76) Proposed Governor Meetings 2018/19 and Governor Meeting Matrix 2018/19</p>	<p>Governors meeting dates and Governor meetings matrix were circulated in advance.</p> <p>The proposal was made to move FGB meetings to 5.30 p.m. All agreed.</p> <p>All Sub-Committees and other meetings also aligned at 5.30 p.m.</p> <p>If any Sub-Committee wish to make a change to this, they should inform the Sub-Committee Chair. Governors accepted both in principal.</p>				
<p>77) AOB</p>	<ul style="list-style-type: none"> • Behaviour, Welfare and Attendance Sub-Committee feedback <p>JB informed Governors that she came away very impressed with the Pay Back Scheme that that been introduced. As a parent, she is reassured that if there is a staff absence, it is better having a teacher the children know, rather than supply and that is what is payback designed to do.</p> <p>TMK ask for explanation of pay back, as she was not at the meeting.</p> <p>RR explained the scheme, and responded for example when we have had peak days e.g. 4 days training for NPQL (5 key staff on courses), there has been a lot a staff out on CPD/Training and transition, and it can save on costs and this ensures our own staff are delivering the lessons.</p> <p>RC considered that if students are being taught by our own staff, it can only be a good thing. Depending on circumstances, FMF thought it could be counter-productive. The Governors discussed the pros/cons, and concept. TMK is holding RR to account that this is a beneficial system for our school and planned appropriately. SP agreed that it is better having a teacher the students know.</p> <p>ABE added that it might for example be a Year 11 teacher doing the cover, who is currently free as Year 11 have left. It may not be covering a lesson</p>				

	<p>at the expense of another lesson – many factors are taken into consideration. SM asked if SB has control over the schedule? RR confirmed yes she does.</p> <p>FMF feared that there could be a compromise on standard of teaching if a cover is not a specialist teacher. RC was assured that if planned appropriately, it would be acceptable. FMF is confident that SB can administer an effective system. Governors in agreement, that the benefits outweigh any negatives and it is better using our own staff than buying supply cover in.</p> <p>FMF asked for challenge to be marked in bold to assist the reader.</p>				
78) Date of next meeting	Wednesday 19 th September 2018 @ 5.30 p.m.				

Signed (Chair): _____

Date: _____