

Litherland High School
Part of the Heath Family Trust
Full Governing Body Meeting held on
Wednesday 20th January 2016 at 5.45 pm

<p><u>Present:</u></p> <p>RP Rob Pritchard, Chair</p> <p>MSH Maria Sharratt, Co-Principal Litherland High School</p> <p>RR Rob Rogers, Co-Principal Litherland High School</p> <p>TM Ted Marr, Education Governor</p> <p>JB Joanne Butcher, Parent Governor</p> <p>LM Lynn Maguire, Parent Governor</p> <p>SP Suzanne Pomford, Parent Governor</p> <p>WK Wendy Kenyon, Business/Community Governor</p> <p>FMF Frank McFarlane, Business/Community Governor</p> <p>TMK Tracy McKeating, Business/Community Governor</p> <p>IM Ian Mitchell, Business/Community Governor</p> <p>DR Daniel Rankin, Business/Community Governor</p> <p>ABU Alison Burgess, Teaching Staff Governor</p> <p>CMU Carmel Murphy, Non Teaching Staff Governor</p> <p>LK Linda Kinsella, Clerk to the Governors</p> <p>Also present:</p> <p>CP Craig Parkinson, ICT Network Manager</p>		<p><u>Apologies:</u></p> <p>KL Karen Lynskey, Education Governor</p> <p>SM Suzanne Mainwaring, Business/Community Governor</p>		<p><u>Non attenders:</u></p> <p>nil</p>	
Items	Discussion	Action	Who	When	Accountability – key questions to be asked at next FGB meeting
25) Welcome and Apologies for Absence	Welcome from the Chair. Apologies from KL and SM. Resignation received from S.Greer.				
26) Achievement and Outcomes	Presentation to Governors by Mrs S. Black (Assistant Principal). Mrs Black outlined headline figures based on mock update and Monitoring Point 2 data (MP2). Figures do not yet take into account coursework. Areas for concern are being addressed				

	<p>through line manager meetings.</p> <p>Sub Committee met prior to FGB and have scrutinised the data structure in detail, and there has been improvement from previous recording. RP agreed school is more confident of the data picture. FMF queried with SB our figures against the national figures. SB indicated we will see improvements against now and actual results. School are focusing on strengths, weaknesses and interventions to address low achievers.</p> <p>The new Progress 8 measure will mean that any improvement in grade is vital.</p> <p>SB summarised MP2 headline figures, student summary at MP1, MP2 and results at end of last year.</p> <p>Leaders are looking to reduce variation through quality assurance, schemes of learning and assessment and ensuring full engagement.</p> <p>RP requested explanation of terminology for Governors e.g. Achievement 8 and Progress 8.</p> <p>Subject Leaders ensuring quality assurance through Work Scrutiny, standardisation and moderation, departmental meetings, component based spreadsheets and verifying assessment material is in line with exam board requirements.</p> <p>Curriculum Leaders report on mock performance, class performance, interventions and the impact of these to the Senior Leadership Team.</p> <p>SB gave the opportunity to ask questions.</p> <p>TMK wanted to know how this very academic information is conveyed to parents. SB informed that parents receive a report with full guidance specific to the year group, giving current working grade and target.</p> <p>TMK queried LAC students and they would require more personalised plans and if Governors were satisfied with arrangements in place. SB assured TMK that every teacher and</p>	Terminology	S.Black	Next FGB 23/3/16	
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	Subject Leader is responsible for this. The SENDCO has secure view and reviews progress of LAC students and the Student Support team engages fully with students.				
27) Agree Minutes of last FGB Meeting and matters arising	There was 1 action, completed. Minutes from 2/12/2015 agreed. RP proposed. FMF seconded. Minutes signed as an accurate record.				
28) Safeguarding Training	<p>Safeguarding Training delivered by Tracey McKeating – Sefton Council Lead.</p> <p>Documents were circulated to Governors: Keeping Children Safe in Education and powerpoint of today's training session.</p> <p>The aim of the session was to explore the roles and responsibilities of governors in relation to safeguarding.</p> <p>TMK outlined differences between safeguarding and child protection. She explored promoting the welfare of our students through a variety of methods e.g. ESafety, Behaviour Policy, Bullying Policy etc.</p> <p>TMK spoke about the Education Act and schools safeguarding audit.</p> <p>Keeping Children Safe in Education – there have been changes to previous document and it is important Governors understand how to keep all users safe. The changes include children missing in education, mandatory reporting and preventing radicalisation. It is important that all governors are clear on the facts and school is effective getting the key messages home to parents.</p> <p>Inter-Agency working – as a school we must ensure our staff are equipped to look at home conditions.</p> <p>Allegations – any allegations would be referred to the Local Area Designated Officer (LADO). All staff will need to be aware of child sexual exploitation and it is important intelligence comes to the Local Authority.</p> <p>MARGG – Gun and Gang Crime.</p> <p>As a Governing Body members must ensure all safeguarding documentation is read, understood and implemented. The Safeguarding Policy needs to be in prominent areas around school and not just on the network and make sure that as a Governing Body they are satisfied that it is embedded into the curriculum.</p>				

	<p>Safer Recruitment Training should be completed by nominated members of the Leadership Team and Governing Body.</p> <p>The Sub Committee will keep up to date with procedures and the safeguarding audit.</p> <p>There was discussion regarding the Annual Governors' Safeguarding Report. This is to enable the Governing Body to monitor compliance with requirements of the Safeguarding Children and Safer Recruitment in Education. Action plan required.</p> <p>Staff Governor (CMU) is a Safeguarding Officer in school and also the Safeguarding Governor. FMF/TMK agreed that an independent Governor is allocated to this role to ensure no compromise for CMU.</p> <p>TMK will be able to bring in an external person to provide support for issues with student identity/sexuality.</p> <p>TMK outlined the areas under which school will be inspected and Ofsted expectations. She shared good practice information e.g. keeping Safeguarding Policy updated and as a working document, ensuring care plans shared with staff including supply and all parties, up to date record keeping and passing on information to Local Authority.</p> <p>TMK gave examples of case studies where indicators had been ignored with serious implications, serious case review and sometimes fatal consequences.</p> <p>There was an opportunity to ask TMK questions.</p>	Action Plan to be agreed at next Sub Committee	Sub Committee	Next Sub Committee 23/3/16	
29) Finance Committee Update	<p>The Finance Committee are closely monitoring the budget and are aware of deficit, information which will be taken to the MAT Board meeting.</p> <p>A deficit budget will have implications for staffing which will be</p>				

	linked to the curriculum, however there is some staff movement. Once full curriculum model ready then engagement with staff.				
30) IT Support Update	School has been on a managed contract for 5 years with Capita until 20 th February 2016. School have received quotes from Capita, Novus and Visualise. One technician would TUPE back to the school under Novus or Visualise. CP outlined the service costs and benefits of each and supplied summary document to Governors – service costs ranged from £17,400 to £20,600. The proposal would be to align to the financial year and offer contract to the end of August and option to review. RP asked CP to summarise savings. Early agreement by the Governors who opted for Novus. Proposed by RP and seconded by IM.	Full proposal to Finance Committee	CP	Next Finance Committee 9/3/16	
31) Revision of Pay Policy - TLRS	The Heath MAT Pay Policy has been adopted and following Performance Reviews and Pay Committee recommendations, it came to light that the Heath's TLR1 has 3 values in the structure. However when staff transferred to the Academy under TUPE, those in receipt of a TLR1 had 4 values 1a 1b 1c and 1d. MSH/RR had sought clarification on TUPE arrangements and propose school remained aligned to the existing TLR1 values. Agreed.				
32) Appeals and other committee membership	There were some slight changes to Sub Committee membership. TMK – to become Pupil Premium Governor. WK – moved to Attendance and Safeguarding. FMK – to become Safeguarding Governor. WK – removed from Appeals TMK – allocated to Appeals.				
33) AOB	Agenda and reporting of Sub Committees discussed. Clerking of committees will be a matter for the Co-Principals to decide.	Clerking of Committees	MSH/RR	Next FGB meeting 23/3/16	
34) Date of next meeting	Wednesday 23 rd March 2016.				