

Litherland High School
Part of the Heath Family Trust
Full Governing Body Meeting held on
Wednesday 21st October 2015 at 5.00 pm

Present: RP Rob Pritchard, Chair MSH Maria Sharratt, Co-Principal Litherland High School RR Rob Rogers, Co-Principal Litherland High School TM Ted Marr, Education Governor SG Sarah Greer, Headteacher Litherland Moss Primary SP Suzanne Pomford, Parent Governor ABU Alison Burgess, Teaching Staff Governor LK Linda Kinsella, Clerk to the Governors Also Present: WK Wendy Kenyon – Mersey Fire SM Suzanne Mainwaring – Hill Dickinson FMF Frank McFarlane – NLG TMK Tracy McKeating – LA IM Ian Mitchell – Sovini DR Daniel Rankin – Music Peri Teacher		Apologies: DS David Sweeney, Business/Community Governor KJ Kate Jackson, Parent Governor KL Karen Lynskey, Headteacher Rowan Park LM Lynn Maguire, Parent Governor CMU Carmel Murphy, Non Teaching Staff Governor.		Non attenders: nil	
Items	Discussion	Action	Who	When	Accountability – key questions to be asked at next FGB meeting
6) Welcome and Apologies for Absence	Welcome from the Chair. Apologies from Karen Lynskey, Lynn Maguire and Carmel Murphy.				
7) Agree minutes of last FGB and matters arising	Due to the absence of the Chair on 9/9/15, previous minutes were unable to be agreed. <ul style="list-style-type: none"> • 17/6/15 minutes agreed subject one amendment. 				

	<p>ACTION: to increase capacity of leadership.</p> <ul style="list-style-type: none"> 9/9/15 minutes agreed for accuracy. <p>Matters arising included in AOB.</p>				
8) Governor Resignation and Governor vacancies	<p>Due to work commitments, resignations received from David Sweeney and Kate Jackson. Chair noted their time and effort to Litherland High School whilst serving on the Governing Body.</p> <p>There are a number of vacancies on this newly formed Governing Body.</p>				
9) Governor Elections	<p>The Chair/Leadership Team invited potential Governors to present to the existing Governing Body. The Chair invited candidates to join the meeting at 5.15 pm. All existing members introduced themselves and new members set out their current role and skills they would bring to the Governing Body:</p> <p>Suzanne Mainwaring from Hill Dickinson Solicitors, an Education and Employment Adviser.</p> <p>Wendy Kenyon from Mersey Fire and Rescue, role includes HR, Equality and Diversity, also Chair at Padgate High School.</p> <p>Daniel Rankin, Sefton Music Peripatetic Teacher who works at Litherland High School.</p> <p>Frank McFarlane, National Leader of Governance, Chair of Governors at Liverpool School and Chair of School for blind/partially sighted students in Harrogate. Mr McFarlane declared himself as a member of the Liverpool Safeguarding Board. Mr McFarlane is himself blind.</p> <p>Ian Mitchell – Director of Organisation Development at Sovini, role includes HR/Learning and Development/Policy and Quality.</p> <p>Tracy McKeating – Sefton Local Authority. joined meeting late at 5.45 pm</p> <p>All applicants were invited to join the Governing Body. All</p>				

	<p>members agreed on the elections.</p> <p>A vacancy for Vice Chair exists. One member (Mr Marr) offered to be Vice Chair. All members agreed.</p>				
10) Declaration of Interest Form	The Heath circulated new declaration form to partner schools. Governors to complete and return to LK today.				
11) Heath Family NW and LHS Policies Update	<p>Heath Family NW Policies have been vetted by Legal and Unions (see below). Chair proposed Governors accept. LHS can amend/review going forward. Comments to LK as and when they arise.</p> <p>MAT Policies – Final Version Sept 2015</p> <ul style="list-style-type: none"> Adoption Policy Alcohol & Drugs at Work Policy Anti Corruption & Bribery Policy Anti Harassment & Bullying Policy Appraisal Policy plus Appendices A-G Capability Procedure Code of Conduct Complaints Policy Data Protection Policy Disciplinary Policy Dress Code Policy – Staff Equal Opportunities Policy Expenses Policy Flexible Working Policy Grievance Policy Maternity Leave Non Holiday Leave including Time off for Dependent Rights Policy Parental Leave Policy Paternity Leave Policy Pay Policy – Teaching Staff Sickness Absence Policy 	Comments to LK if queries arise.	FGB	When required.	

	<p>Whistle Blowing Policy</p> <p>SM explained more policies will come through as they are updated.</p> <p>MAT Policies - Currently under review Information & Communications Systems Policy Pay Policy – Support Staff Safeguarding and Child Protection Policy</p> <p>LHS Policies also circulated in advance – all accepted by FGB. Accessibility Policy Administration of Medicines Policy Anti Radicalisation and Extremism Policy Attendance Policy BFL Policy Britishness Document Charging and Remissions Policy Child Protection and Safeguarding Policy Homework Policy Medical Conditions Policy SEND and Inclusion Policy SEND Report Teaching and Learning Policy</p>				
12) AIP Reports	<p>Academy Improvement Partner (AIP) Mr Clive Hurren has a number of days allocated to LHS. His first visit of the academic year was for analysis of 2015 results, and second visit was to conduct a review of the English Department. MSH/RR invited Governors to question on the AIP Reports. There were a number of questions regarding the Department Review. RP commented that the report is clear and we need to address these issues. Feedback has been actioned, validated and quality assured by Senior Leadership Team and one member of staff will be put on an action plan. MP1 data is ready and Department/Whole School in a strong position for tracking</p>				

	<p>progress, assessment is sound. SLT also conducted a review in English, and reassured Governors that there are good lessons and sound practice. SP would have liked to have seen as this evidence also.</p> <p>Mr Hurren will attend the FGB on 2/12/15 and undertake training with Governors. Update requested by Governors.</p> <p>WK asked Co-Principals if they were surprised by the findings. By walking the school on a regular basis it was not their impression and these are good practitioners. However by applying the new framework for 30 minute operational observations for progress these were the findings. For Performance Management 1 hour observations would apply.</p> <p>RP said this would help prepare teachers for the new inspection framework process.</p>	<p>Evidence of Impact of Improvements.</p> <p>Update of AIP Reports</p>	<p>MSH/RR</p> <p>CH</p>	<p>Next FGB 2/12/15</p> <p>Next FGB 2/12/15</p>	
<p>13) LHS Alternative Provision Business Case</p>	<p>RR highlighted relevant points of the Business Case e.g. outlay, rent and associated costs. Students may not follow Progress 8, but will achieve Maths, English and school aims to improve their progression routes.</p> <p>Chair/FMF/SG wholly supported the benefits this would bring to the students on Alternative Provision. They hope this will be a nurturing environment and gain a good reputation it deserves. FMF gave credit to MSH/RR for this initiative and hopes it reaches the students it needs to.</p>				
<p>14) AOB</p>	<p>14/15 EOY Financial Statement was accepted by Governors.</p> <p>Services supplied to Trust Schools provided by top slice noted by Governors.</p> <p>Membership and organisation of Committee structure was discussed. It was agreed where possible Ofsted terminology would be used which mirrors the Strategic Framework for Learning strands. Committees to meet before Full Governors as follows:</p>	<p>Circulate email with committees. Four/five members required on each committee.</p>	<p>LK</p>	<p>As soon as possible.</p>	

	<p>Finance & Staff Teaching, Learning and Assessment Outcomes Behaviour, Welfare, Attendance and Safeguarding</p> <p>Committees would also be required as and when for: Student Discipline Pay Appeals</p> <p>Safeguarding Training TMK would like to provide training at the next Full Governors Meeting.</p> <p>LHS Britishness Document. Agreed TMK can showcase to other schools/LA.</p> <p>Academy Constitution c/f to next FGB.</p>	<p>Governor Safeguarding Training</p> <p>Academy Constitution</p>	<p>TMK</p> <p>TMK</p>	<p>Next FGB 2/12/15</p> <p>Next FGB 2/12/15</p>	
<p>15) Date of next meeting</p>	<p>Wednesday 2nd December 2015.</p>				