

Batley Multi Academy Trust
Meeting of the Batley Girls' High School Local Governing Body
held at the School on Thursday 19 January 2017 at 6.00pm
Part A

Present: Pam Pickles (Chair), Ahmed Vali (Vice-Chair), Jonathan Barber, Sajid Ghani, Gareth Goddard, Julie Haigh, Mark Limbert, Ellen Loughhead, Siraj Mayet, Ann McCall, Ebrahim Ravat, Carole Sallery, Jeremy Townend

In Attendance: Wendy Beasley, Finance Director and Company Secretary; Sally Cook, Clerk

525. Chair's Welcome

The Chair welcomed Governors to the meeting and wished them a Happy New Year. She announced, with regret, the retirement of Ann McCall as Co-Head at the end of the academic year. Ann spoke for a few moments about her plans and said that she was very happy to be leaving the school in such safe hands. It is Julie's preference to continue with the Co-Headship model.

526. Apologies for Absence, Consent and Declarations of Interest

Post Meeting Note: Samera Khalil asked for her apologies to be recorded, as she had been detained from attending the meeting.

Following on from the NGA information circulated at the last meeting and an audit of the website, Governors were asked to complete declaration of interest forms so that these could be shared on the website.

Copies of the latest DfE publications, 'Governance Handbook' and 'A Competency Framework for Governance', January 2017, were distributed.

527. Representation

Pam welcomed Jon Barber and Sajid Ghani to the Governing Body. She had met with them just prior to this meeting and was pleased to report that Jon would be linking with the Science curriculum area and Sajid with Health and Social Care.

528. a) Policies for Approval

- (i) **Admissions Policy** – Wendy explained that the PAN will remain at 211 for 2018/19 and that the main changes relate to dates. The Kirklees website contains the details for admissions procedures and national information. **IT WAS RESOLVED** to approve this policy.
- (ii) **Marking, Feedback and Assessment Policy** – The Chair drew attention to small amendments of language and it was agreed to amend wording to read 'Parents are expected to...' within the bullet points. **IT WAS RESOLVED** to approve this policy with a review date of November 2017.
- (iii) **Whole School Food Policy** – Compliance with the new School Food Plan had made it necessary to defer the tabling of this policy for further discussion.
- (iv) **Lone Working Policy** – Changes were highlighted in red. Governors requested the addition of 'Potential' in the first hazard bullet point and 'Lack of' to the word 'competency' in the sixth hazard bullet point to clarify meaning. In the second bullet point of 'Control Measures', the word 'knowingly' was added. The useful risk assessment at the end was noted. **IT WAS RESOLVED** to approve the policy with a review date of February 2020.

b) To Note Review of BGHS Terms of Reference from the Meeting of the Board of Trustees – 13 October 2016

Governors were asked to note that, in their annual review of the BGHS LGB Terms of Reference, Trustees agreed to revise the maximum number of Co-Opted Governors to six. It now matches that in the UBHS LGB Terms of Reference.

529. Minutes of the LGB Meeting held on 24 November 2016

IT WAS AGREED to approve the Minutes as a true record.

530. Matters Arising

Reference was made to some changes in staffing roles across the duties within the data team.

531. Reports to Note: Minutes of the BGHS LGB UPS Committee 24 November 2016

This is reported further in Item 533.

532. Finance Update

Wendy had circulated the Balance Sheet and Income and Expenditure Report to 31 December 2016. Governors confirmed that they were very satisfied with the format of the information and that it provided an excellent and meaningful presentation. Wendy is confident that we will stay in surplus this year despite originally forecasting a deficit and are fortunate to have surplus balances. We have slightly less than at this time last year because of a pension adjustment.

For a few years we have predicted in-year deficits but have been able to come out with a surplus. However, this is unlikely to continue with the forthcoming National Funding. It is predicted that the NFF will mean a 2.8% reduction in funding over two years. It is protected to 1.5% in 2018/19 but will then rise from 2019/20 onwards.

Although this has been factored into a five year estimate for the Regional Schools Commission it still manages to balance at the end of five years.

There is no doubt that school budgets are going to get much tighter. The NFF consultation runs until 22 March and Kirklees will suffer losses. Funding for 2017/18 will be released by the time of the next meeting so discussions will be able to take place regarding the 2017/18 budget.

533. Co-Heads' Report

Outcomes – The Co-Heads gave an update on the Year 7 English secondary ready students. Students are deemed to be 'secondary ready' if their test score is 100+. A number of students are arriving into Year 7 with a non-secondary ready score and the school is required to provide additional teaching in English and Maths to address this. It has been noted that students are coming into Year 7 with strong grammar skills. Half of the cohort were non-secondary ready on entry this year. The Government had originally indicated that testing would take place in December which would form accountability measures but as this did not go ahead, the school therefore felt it important to carry out its own testing. Students had made strong progress with 65/99 scoring above 100.

The Progress 8 score has been validated at 0.48. We are hoping that Raise online will be rounded up to 0.5.

Teaching and Learning – An overview document was circulated showing the results of lesson observation monitoring in the Summer term. Performance Management Reviews of teaching staff took place during the first half of the Autumn term and are collated during the second half. The observations are carried out by a large number of staff and there is a high percentage of excellent scores. Quality Assurance monitoring will now be carried out by senior leaders.

UPS Outcomes – Ann explained that this is required to be a rigorous process and needs to demonstrate that requirements are met with regards to performance management when considering applications. She outlined the application procedure and the final outcomes.

SEND – A review in school was commissioned and key priorities have already been identified. Attainment and progress is above the national average but attendance of SEN students is an issue. Persistent absence is a significant focus; Ahmed was thanked for his diligent efforts and PA students will be given mentors. The review will provide feedback in due course.

Continuation of Partnership Work – The Co-Heads reported on the many areas of partnership work with which the school is involved. A great deal of collaborative work with local secondary schools is taking place, sharing good practice and mutual support.

Governors received a brief report on school partnership visits for the students, including the Sixth Form initiatives 'Discover Your Voice' at CTT and History visit to Huddersfield University and also the Science Live event at the University of Leeds for Year 10. Batley Girls' and Upper Batley attended a BEIS event at Leeds University. A new theatre project in memory of Jo Cox is currently being explored.

This year's Change project launch meeting recently took place with 30 primary colleagues, artists and representatives from the three local secondary schools.

Students from Year 7 and Year 12 will soon be visiting Howden Clough Community Centre with Revd Lesley Mattacks and local residents in connection with the Heritage Community Project.

The Co-Heads shared an overview with Governors of school visits for the last term which was a testament to the work with, and commitment to, students' learning outside of the classroom.

Summary of Staffing - The confidential HR report was summarised including new staff, leavers and changes in role, along with vacancies for appointments and other issues. A sickness absence overview and other matters were also outlined.

Our Staff Governor, Mark Limbert, who was present at the meeting, was congratulated on his appointment as an Assistant Head.

Events - The Co-Heads reported that recent school events had been excellent and a huge impact for the school. Tracy Brabin MP had taken part in Question Time and is keen to work with the school in future initiatives. East Meets West had been very enjoyable with excellent speakers delivering powerful messages. They also reported on guest speaker Lygia Monteiro's memorable visit in December and the Celebration Evening for students' achievements which had been moved to a later date in January. Pam and Carole had enjoyed attending Celebration Evening and were impressed with the speakers and students.

534. Strategic Focus

a) **Mid Year Progress re student academic targets** - The school is on track for all year groups so far. The pro forma for KPI will be shared across both academies moving towards one system. With regards to Year 11, there have been changes in Maths and English with uncertainty over the introduction of new grades for GCSE.

b) **Governors' role in school to support SDP** - Curriculum leaders are working on team development plans and key areas of focus. Governors were encouraged to contact the heads of the curriculum areas with which they link. A grid was circulated and Governors spent a few minutes writing their thoughts on how they would like to connect and engage in relation to their link work.

535. Governor Engagement and Communication

- The Clerk reminded Governors about the NGA membership and the weekly e-newsletter which highlights training and networking available and also distributed information about 'The Key'.
- *Year 11 Mock Interviews* - Pam, Jeremy and Siraj had once again kindly assisted with the interviews and felt that there had been a real buzz this year and a powerful experience for the students.
- *Forthcoming Events*
 - Carole promoted Parents' Forum coffee morning on 9 February. Attendance at half termly Parents' Forum meetings had increased to as many as 30 and the Coffee Morning was open to Governors, staff members, parents and friends.
 - Alice in Wonderland School Show - 30 March - The next Governors' meeting will be held on the same night, with an earlier start time to enable Governors to attend the show. The Chair promoted the event and spoke of the high quality of previous performances.

536. Safeguarding

Ellen reported that the Safeguarding audit has been submitted and feedback is awaited. Ellen and Gillian Hughes will then work together with Upper Batley to develop a common Safeguarding policy.

537. Any Other Business

Questions were taken before the meeting closed regarding the new grading and subjects at GCSE Level. There are new thresholds for Grades 4 and 5 and confirmation is awaited. There are relatively low numbers of Science students at A level but our STEM partnerships and resources are helping to build strengths in this area.

538. Agenda, Minutes and Related Papers

IT WAS DETERMINED that the Teaching and Learning Overview Document and the confidential HR Report within the Co-Heads' Report at Item 533 should form Part B owing to reasons of confidentiality and therefore be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act.