

**Batley Multi Academy Trust
Meeting of the Batley Girls' High School Local Governing Body
held at the School on Thursday 30 March 2017 at 5.30pm
Part A**

Present: Pam Pickles (Chair), Jonathan Barber, Sajid Ghani, Gareth Goddard, Julie Haigh, Samera Khalil, 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

557. Chair's Welcome

The Chair opened the meeting and gave a warm welcome to David Cooper who has been appointed as the new Co-Head from September. The vacancy for the position had been advertised across the MAT and Julie expressed her gratitude to Trustees and Governors for their support in the continuing of the Co-Head model. It was reported that David's presentation to staff, part of the interview process, had been inspired. David said that he had found the process gruelling and challenging but had enjoyed it. He told Governors that he was committed to the school, its community and the Co-Headship.

558. Apologies for Absence, Consent and Declarations of Interest

Apologies had been received from Ahmed Vali, with consent.

559. Representation

There were no matters of representation.

560. Minutes of Meeting on 19 January 2017

The minutes were approved as a true record.

561. Matters Arising

The Governors considered the minutes page by page. There were no matters arising.

562. Policies for Approval

Food Policy: The policy had been reviewed by Stephanie Holt in line with changes to the school Food Plan. Useful guidance from the NGA provided for Governors had been circulated in advance.

Action Point: - To raise awareness of food policy guidelines amongst members of staff, although it was noted that the school is already working hard to ensure it follows recommendations. Healthy food is always supplied to students at Batley Girls' and less healthy incentives are avoided. The Co-Heads will concentrate on this matter later in the year and a future agenda item was requested.

IT WAS AGREED by the Governors to approve the policy.

563. Finance Update

Wendy spoke to this item. At this point, halfway through the year, income is slightly higher and expenditure slightly lower than expected. Staff Development looks overspent but is balanced out by extra SD income.

In year deficit on capital is due to depreciation charges. Staffing costs are running at 75% of total expenditure.

The balance sheet shows more in fixed assets. This means there is less in the bank because all the Summer 2016 building works are paid for. Debtor and creditor positions are fine. Large pension liabilities are shown but are not likely to be realised.

The 2017/18 budget figure shows the Educational Support grant is down. Sixth Form retention funding is up. Work is taking place on the budget forecasts for the next meeting.

564. Co-Heads' Report

Ann and Julie circulated their report to the meeting and spoke to this item.

Outcomes Update Julie presented an update, although information available about predictions is limited. The DfE directive means that Progress 8 cannot be predicted and it will take three years for a useable P8 indicator. Some Ofsted inspections are changing focus from data although Raise Online (or the proposed replacement) will still be used as external data. A numerical grading system of 1-9 will apply to English and Maths GCSE results, instead of A-G. A Grade 4 will now be defined as a 'standard' pass and a Grade 5 a 'strong' pass. There will be data analysis on both grades.

Achievement of EBacc now requires a Grade 5 in English and Maths and a 'C' in other subjects.

Teaching and Learning Overview The report presented the results of the Quality Assurance Monitoring carried out by the SLT, which is a more robust process than the lesson observations carried out as part of Teaching Staff Performance Management Reviews. 2017 results compare similarly with those for 2016 and show a high percentage of high quality teaching.

The individual results are shared with Curriculum Leaders to show strengths and help to highlight development needed, complementary skills and assist in forming action plans. Some interim reviews were identified and other follow up actions including supportive 'Learning Walks' by Curriculum Leaders.

Emma Rodrigues will support School Direct trainees and NQTs and Debbie Goddard will focus on post newly qualified staff through her CPD role to prepare them for UPS. In addition, the Learner Support Team will be quality assured.

Collaborations The report highlighted recent collaborations including investing in the 'Accelerated Reading Scheme' after a visit to Whitcliffe Mount School.

A link is being developed with Howden Clough Community Centre and Kumon Y'All is growing, although it is now felt that a member of staff, or perhaps a parent, could be invited to support this.

Healey Primary School The DfE had requested a submission of the different types of support that would be available from Primary schools, identifying where partners can be matched. All the Primary partners have shown their willingness to support.

Summary of Staffing Updates - Confidential

Staffing updates were detailed including the latest internal appointments leading to changes in role. Pam was thanked for her time and expertise in assisting with recent interviews.

The HR Manager had provided a sickness overview and is looking at patterns and finding plans to put in place.

Staff and Student Surveys Through various discussions by the Staff Association, a staff wellbeing survey is being drafted around staff wellbeing and stress. Mark has done a great deal of work in formatting this, and with Governor involvement careful thought will be given to its launch.

Gareth has been involved in drafting a survey for students following analysis of behaviour, non completion of homework etc, focusing on the three areas of charter, lunchtime activities and homework completion.

Later on in the meeting, the Co-Heads spoke further about the staff wellbeing survey mentioned earlier, which had been compiled with contributions from a number of different sources. Following Governors' previous discussions about pressures on, and wellbeing of, staff, Governors were asked for input in forming an action plan, after the responses are collated. It was suggested that staff are given adequate time to complete it, perhaps by devoting a morning briefing. Thought is to be given to the timings of the issuing of both staff and student surveys.

Change Project Progress on the Change project was reported, including the practical workshops and the forthcoming Science Fair for Primary schools being hosted at Batley Girls' and Upper Batley on 4 April.

Parents' Forum Parents' Forum had held a successful meeting with a review of the school website. Recently they had visited Bradford University with Year 12 students and welcomed Tracy Brabin MP to their meeting to speak about student loans.

Batley West Hub Community members have been involved in a survey to identify services and support that they would like to be provided.

Educational Visits and Events Governors were asked to note details of the numerous school visits and events highlighted in the report.

565. Every Learner Matters

Deputy Head Gillian Hughes then joined the meeting to present to Governors a number of different examples of Alternative Provision case studies, highlighting students' experiences from the current and last year's Year 11.

Gillian demonstrated how Alternative Provision is used and the work that is done with vulnerable students. Although the school commissions its own, Alternative Provision is seen as a final option. Gillian explained that we always try to find a solution and to offer the same opportunities as those for other students. The school's work chimes in with wider LA work to recognise better Alternative Provision, also influenced by the less accessible new curriculum.

Gillian has been working with Jayne Foster of Kirklees PRS and Brigid Tullie, Executive Head of Batley Grammar School, holding discussions about a new free school for Alternative Provision and looking at

different curriculum models with vocational focus. A positive feedback has been received from schools network and Governors and Trustees are being sought.

The issue is peaking across the authority, since mental health issues are increasing while vocational courses are being lost. At Schools Forum meetings, LA spending on the higher need provision outside the authority is discussed; a huge amount of money is currently spent in this way and there is therefore a definite need for provision within the authority.

566. Governor Engagement and Communication

a) Governor Link Work and Skills Audit

Jeremy had been into school for discussions around teacher training and to meet with the new School Direct trainees. He had also delivered a talk to Year 13 students about work skills. Carole is linking with RE within Humanities Department and will be visiting this curriculum area.

Pam reported that, on a recent visit into school, she had received feedback that staff appreciate regular Governor input with both teachers and students.

Jon spoke of the recent annual Festival of Science at the University of Leeds and also reported on the very successful visit by Year 12 students to the university to learn about careers in the Civil Service from the Department of BEIS.

Following requirements of the RSC and DfE and to facilitate continuing discussions and progress around the future growth of the MAT, Governors were asked to complete a skills audit which would enable the adjustment and separation of the membership of the Board of Trustees and LGB and identify areas for recruitment. In addition to the paper copies provided, the Clerk was requested to circulate the audit form electronically after the meeting.

b) Events in School - Governor Feedback

(i) Carole reported that the Parents' Forum Coffee Morning on 9 February was an enjoyable informal event and well attended by staff, parents, Governors and friends. It is hoped to hold a regular event in the future. Membership of Parents' Forum is now at approximately 40 and Governor attendance is welcomed. The next Parents' Forum meeting will be on 17 May.

(ii) Pam and Jon had joined the panel for The Year 7 Dragons' Den event on 10 March. Jon reported that it had been very exciting and choosing the winner proved very difficult. They had been very impressed with the excellent standard of presentation and the Year 7 tutors had been very committed to the project. Thanks were recorded to the members of staff involved.

(iii) Siraj reported that The Co-Head Interview process on 14 March had necessarily been rigorous and intense. The candidates had presented a strong field.

c) Forthcoming Events

(i) **School Show** - Governors were reminded that the school show, 'Alice in Wonderland' would be taking place directly following this meeting.

(ii) **Art Exhibition and Alumnae 13 July** - This year consideration is being given to involving local artists and awarding prizes during this celebration of students' achievements.

567. Safeguarding

Ellen was thanked for circulating a very useful document about messaging applications and the Clerk was asked to provide some copies for the next Parents' Forum meeting.

She also circulated the Glossary and the strategy framework highlighting responsibilities and duties of Governors from the DfE document 'Working Together to Safeguard Children'. It was confirmed that staff members have had sight of this and updates are circulated.

There has been no response to the safeguarding audit as yet.

Governors learnt that CAMHS offer talks in what support is available which parents might welcome, perhaps via Parents' Forum, and Governors agreed that this would be useful, perhaps for a taster group in the first instance.

568. Date of Next Meeting

The next meeting of the Batley Girls' LGB will be on Thursday 22 June, starting at 7.00pm.

569. Agenda, Minutes and Related Papers

IT WAS DETERMINED that the sections of the Co-Heads' Report itself, in relation to the Teaching and Learning Overview, MAT expansion and support and Staffing Updates, together with all supporting documentation for these sections as at Item 564, 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.