

Batley Multi Academy Trust

Meeting of the Batley Girls' High School Local Governing Body

Held at the School on Thursday 29 September 2017 at 6.30pm

Part A

Present: Pam Pickles (Chair), Jonathan Barber, Ahmed Vali, Sajid Ghani, Gareth Goddard, Julie Haigh, Mark Limbert, Ebrahim Ravat, Carole Sallery

In Attendance: David Cooper, Co-Head; Sally Cook, Clerk; Karen Sturgeon Clerk; Stephanie Holt, Observer; Jean May, Observer; Ellen Loughhead, Representative MAT Trustee

583. Re-Appointment of Chair and Vice-Chair

In accordance with the Batley Girls' High School Terms of Reference, adopted by Resolution of the Board on 2 July 2015 and revised on 15 October 2016, the term of office of the Chair and Vice-Chair runs for two years. As there have been no objections raised to the eligibility of the Chair and Vice-Chair, Mrs Pam Pickles and Mr Ahmed Vali are both re-appointed for a further year.

584. Chair's Welcome

The Chair welcomed two Observers, Stephanie Holt and Jean May and asked for Governors' recommendation to the Trust for their appointment as Co-opted Governors to the LGB. The both gave a few words as to their background and stated that they were pleased to have been invited. Karen Sturgeon was introduced as the new Clerk. Ellen Loughhead was also welcomed as a representative Trustee of the MAT.

585. To confirm protocols on Apologies for Absence and Consent

Governors agreed to the usual protocol regarding apologies for absence with consent.

Apologies have been received from Samera Khalil, with consent.

The Clerk circulated Declaration of Interest forms which are an annual requirement for Governors to submit and these were completed and returned at the end of the meeting.

586. **Representation**

Governors noted the retirement of Mrs Ann McCall as Co-Head and ex-officio Governor of Batley Girls' High School Local Governing Body with effect from 31 August 2017.

Governors noted the resignation of Mr Jeremy Townend, Mrs Ellen Loughhead and Mr Siraj Mayet with effect from 28 September 2017; they will remain Members and/or Trustees of the Batley Multi Academy Trusts.

Governors agreed the Recommendation to Trustees of Appointment to LGB of Mr David Cooper, Co-Head, as ex-officio.

The Clerk then clarified the representation of the BGHS LGB:

- Chair – Pam Pickles – Trustee
- 4 Co-opted Governors– Ahmed Vali, Carole Sallery, Samera Khalil, Jonathan Barber
- 2 Parent Governors – Ebrahim Ravat and Sajid Ghani
- 2 Staff Governors – Mark Limbert and Gareth Goddard new election to take place

Appointed in accordance with Item 2.2 of the Terms of Reference

587. **Batley Multi Academy Trust Code of Conduct for Governance**

There is a requirement for this to be signed annually by the Chair on behalf of the LGB. **IT WAS AGREED** by the Governors that it should be signed on their behalf by the Chair.

588. **Batley LGB Terms of Reference**

The Terms of Reference for BGHS LGB are reviewed annually by the Board of Trustees. Copies were circulated to Governors for their reference.

589. **Minutes of Meetings – Batley Girls' Local Governing Body - 22 June 2017**

IT WAS AGREED by Governors that the minutes should be approved as a true record.

590. **Matters Arising from Minutes**

Item 575. - Updated Behaviour and Attendance policies are currently being amended to go on the School website.

591. **Co-Heads' Report and Open Discussion**

- Outcomes are looking extremely strong for 2017

Headlines

2016 Value added score Progress 8 +0.48 PP+ 0.43	2016 Average grade new 8 (Attainment 8) 51.82	2016 Basics 68%	2016 EBACC 27.3%
2017 Value added score Progress 8 Est 0.42 PP +0.35	2017 Attainment 8 47 new scoring system	2017 Basics Standard 70.3% Good 46.5%	2017 EBACC Standard 30.3% Good 27.6%

The Co-Heads presented their report which had been circulated prior to the meeting. Governors were reminded of the changes in accountability measures and tables were included showing KPIs, together with Maths, English and Humanities trends.

The change to the values that the exam results were given this year was explained by Julie. She explained that the information on pages 3, 4 and 5 were generally good, but an accurate comparison was difficult as there had been so many changes to take into account. The VA score is currently unvalidated but at present the present figure is looking extremely positive.

In answer to questions raised, Julie explained that a number of GCSE re-marks had been requested by the school because of the new framework, together with issues with marking and some exam boards and this was reflected in the national picture.

A Level results had been excellent and students had been able to take up their chosen courses. No re-marks had been considered necessary.

David reported that 60% of Year 11 had continued into the Sixth Form with approximately 260 now on roll. He stressed the importance of being ready to accept 300.

With the increased PAN, year groups are full as they move through the school.

A Governor asked why the Geography/History results were not as high as originally expected. It was explained that the controlled assessment aspect of the syllabus was an issue. The strengthened specification had been content heavy and challenging for those students experiencing curriculum transition but future field studies will be of benefit. As controlled assessments are no longer part of the course, this should not be an issue. History should be better going forward as students are studying this from Year 9.

Julie explained that the schools in the area, who have achieved a higher number of A* and B grades will have done better than us on attainment this year as the value for these grades is disproportionately higher. This will drop to normal values next year.

ECDL – we have not been able to offer this qualification this year, if we had it would have made 0.2 points difference to our Progress 8 score. As of next year no school will be able to include this in performance tables.

ICT – The ICT results were disappointing especially as ICT had been given flexibility with the courses offered. A new model is coming through and this is being followed up via the in-depth Quality Assurance procedure. It was noted that ICT has been identified internationally as having issues for girls.

The challenges facing the cohort were discussed and Julie thanked Mr Vali for his work on student attendance. This was identified as a weakness on the Data Dashboard. However, as the Co-Heads' Report indicates we are making progress and this is good news.

The huge commitment and support of the staff was noted and thanks recorded by the LGB.

Teaching and Learning Overview - The Report provided Governors with an overview following PM reviews with a further update to be shared later this term.

Communication

Staffing – Governors noted new appointments, leavers and changes in role, together with recruitment currently taking place. Clarification was requested regarding the vacancy for the Dentistry Programme lead. It was explained that we have a strong relationship with the University of Leeds - School of Dentistry and our students are involved in a number of research projects in relation to the poor dental health of young people. The university run sessions both here and at the campus. This vacancy is for an associate member of staff to be the link with Leeds University for their research programme. There are two Year 13 Work Experience placements.

Sickness Absence - Our sickness absence for teaching staff has reduced. However, both long term and short term sickness absence have increased for associate staff. Julie said the reasons for this needed to be understood and were currently being investigated.

Staff Survey - The Co-Heads reported on the staff survey which was conducted in the Summer term, detailing the positive points which staff had outlined and suggestions requested. The survey has helped to develop a positive feeling for the start of the academic year.

More visible SLT - SLT are more visible due the SLT “sweep” rota and that key staff are covering the Isolation room. We have had excellent feedback about this strategy and the impact it is having, with regard to staff feeling supported and student behaviour

The “School-Home Communication Team” made a high number of behaviour early intervention telephone calls. Gareth Goddard stated that this was proving to be successful.

Wellbeing - Ellen stated that counselling/wellbeing services were not available for staff. It was said that there were services offered via HSF health plan, but that these were over the telephone. Ellen asked if offering services could be investigated. Julie said that they would like to offer the in house counselling services to staff, but due to budget constraints this would be very difficult. The Wellcome Trust was being investigated as a possible source of funding for staff counselling, and other options were discussed including an interim intern post, further bids and signposting to other resources.

A notice board sign-posting wellbeing support was also being produced.

An online course was currently being piloted, during discussions Governors also recognised the crucial needs of the students.

Roles – Julie explained that MAT, HR and SLT notice boards were being produced outlining roles and responsibilities.

Heads Up - Julie explained to the meeting that this was the new document to inform middle leaders and staff about school, student issues and that communication was high on the agenda at all times. This will not be produced weekly, just as and when there is new information to be circulated. The Heads Up document had been circulated to Governors prior to the meeting.

Parents’ Forum - The next meeting will be on 10 October 10.00am - 11.30 am. Governors are most welcome to attend. We are very fortunate that the Parents' Forum are integrally involved with school.

Partnership Work

Change Project – David Cooper stated that we have secured a further £30,000 in funding from CTT so that the Change project can run for a further two years. Planning meetings are already under way for this year with the continuing theme of 'Igniting Imagination'.

BBEST Hub - David Cooper is now representing the school at the BBEST Hub and is using this link to build partnership work across the Hub schools. Professor Sue Pavitt and Dr

Jon Barber will speak at the next Hub meet in order to outline potential opportunities for the Hub moving forward.

Leeds Senior Leader Briefing - Following a visit last term, we have been invited to talk about our aspiration building work at the Leeds Authority Senior Leader Briefing. The Leeds School Improvement Officer who visited us has commented that, "I keep telling people about my visit to Batley Girls' and the great practice I heard about to raise the aspirations and achievement of disadvantaged students." David Cooper, Debbie Goddard and Iffat Ahmad will outline some of our key strategies to Leeds' Senior Leaders.

Department of Business, Energy and Industrial Strategy (BEIS) - Ellen stated that the Year 11 student had been taken all over during her two week placement during the Summer holidays. She visited the Houses of Parliament amongst other places. David Cooper said that Look North were due to visit on the 20 October to run a feature on the relationship between BEIS and our school. It was reported that other art galleries may be approaching our MAT for project work together.

Social Innovation - Our Parents' Forum and Sixth Form students have co-written a new degree in Education and Social Innovation, which is to be offered at Leeds Beckett University from September 2018. As a consequence of this we are now running a satellite group, led by Iffat Ahmad, as part of our Post 16 enrichment programme. We look forward to hearing of the initiatives that this group are able to develop.

Celebration

Open Evening

We were delighted with the response to our Year 7 Open Evening as the turnout and feedback have been excellent. We had to run three Co-Heads' Presentations owing to the exceptional turnout and 99% of the feedback forms were "as good as or better than expected". We would calculate from the Main Hall capacity that we had approximately 500 visitors on the evening. Some of the comments were:

"This is a very well run school"; "It is an extraordinary school, filled with education"; "Very impressed with the school progress and the Co-Head talk"; "This school is a credit to the teachers and students"; "Our tour guide was amazing"; "The girls are lovely and there was very good organisation"; "BRILLIANT!!! KEEP UP THE GOOD WORK".

Year 11 & Year 13 Prom

Both events were a huge success and a fitting reward after the hard work leading up to exams.

Hear the People Sing - Seven of our students were involved in the production of 'Les Miserables' this summer, in a variety of acting and backstage roles. This was a fantastic production, delivered to West End production standards, in memory of Jo Cox. We will be announcing a celebration event shortly in order to share the incredible contributions of our students.

Strategy

I Can Day – Staff worked really hard and students gained valuable skills. Students built their self-confidence and resilience by tackling the zip wire and other obstacles. It was a fantastic day and proved to be a valuable learning experience for both students and staff.

Future Planning

Form Tutor Roles – As part of the Staff Survey there was a discussion regarding Tutor Groups. It was agreed that one size does not fit all and the pros and cons of each model would need to be looked at. It was identified that 75% of staff wanted change, but did not identify what they would want. We have asked for further feedback and once this has been received, we will look at valid reasons and have a positive discussion with staff. This will be explored further in January 2018. Gareth Goddard asked that students be consulted regarding any changes.

School Evaluation Plan – Julie informed the meeting that SEF and the development plan were now aligned with UBHS. There are now five key areas. Ellen has asked if a card is being produced in line with the colour coding that will be inserted into the back of identity cards.

Self Evaluation Summary – Julie Haigh stated that she and David Cooper had attended Ofsted training and had adopted the new style of summary. Information should be easily accessed and easy to understand with links to files. This had been agreed with Samantha Vickers, UBHS.

It would be a 3-5 page document that contained hyperlinks to full reports/other information. Preparation is currently in hand and a work in progress.

An Observer asked what notice Ofsted gave before visiting a school. Julie explained that this was usually 24 hours but not always and preparation was key.

Banners – Ellen Loughhead asked if the banners outside school were being updated and asked if we were updating the “Outstanding” banner. Julie explained that we had deliberately not done this as yet as we were discussing whether the time was right to move forward as 'inspirational'.

The report concluded with a list of past and future educational visits.

592. [Governors' Review of Link Work in School, the Community and Training](#)

It was confirmed that Governors with specific responsibilities wished to continue with their roles:

Pam Pickles – Achievement (English), Pastoral Support

Mark Limbert – Achievement (Maths)

Gareth Goddard – Heritage Project

Ebrahim Ravat – Transformation (Science), Careers
Jonathan Barber – Transformation (Science)
Ahmed Vali – Pastoral Support
Carole Sallery – Humanities, Parent Forum

Pam Pickles had attended an assembly with David Cooper and presented some awards. Pam said that she found this extremely rewarding and encouraged other Governors to form links with certain Curriculum areas.

Jean May said she was impressed when she visited the school with St Saviour's Church and their guests. She stated that the students were genuinely polite and well behaved and that you could tell that it had not been a "stage managed" event. Julie Haigh said that a lot of credit for this positive impression needed to be given to Paul Ramsden.

School Citizenship Awards – w/c 30 October 2017 - David Cooper has asked that Governors attended if possible.

English – Pam Pickles has already been invited into the English department.

Les Miserables/BEIS Lunch – 20 October 2017 – 12.30 – 1.20. All Governors are invited to attend

Lotherton Hall Visit – Carole Sallery stated that Parents' Forum members had been encouraged to attend.

Sally Cook confirmed that a list of all forthcoming events would be emailed to all members.

593. Safeguarding

Single Central Record Audit – Ellen Loughhead stated that a report has now been written detailing Ofsted's minimum expectations. Ellen was extremely impressed. We need to aim to have DBS checks updated every 3-5 years and Vicky Pearson has been asked to look into how convictions can be disclosed outside this period. All safeguarding training that staff receive must be recorded.

Safer Recruitment Training – Ellen thinks this would be useful to all staff and takes around four hours online to complete. This can then be logged with HR for Ofsted reporting.

Safeguarding Policy - Ellen Loughhead and Gillian Hughes have created a draft Safeguarding Policy for the MAT which should be adopted by all those in the MAT. It will have personalised appendices for Ethos etc. This will be presented at the next meeting of the Board.

Review of Policies – Ellen stated that Gillian Hughes was reviewing the Intimate Care Policy and the Guidance for Support for Major Incident's policy.

Safeguarding Conference - Sandra Shaw, LADO would be collaborating with UBHS on a half day safeguarding conference.

Ongoing Issues – Ellen stated that there are a number of ongoing issues that need to be addressed:

- Cause for Concern templates
- PSHCE – Needs to cover CSE issues, mental health and the Prevent/British Values agenda.

Julie and Dave have links with Strasbourg through Mandip Sahota, CEO of the Baroness Warsi Foundation, looking at CSE support work.

Governors held a lengthy discussion on the importance of highlighting mental health support.

594. Any Other Business

Sally Cook, who is retiring as Clerk to the LGB and the Trust following re-locating from Yorkshire, thanked the Governors for their support during her role.

Governors thanked Sally for her support and presented her with gifts.

595. Date of Next Meetings

Tuesday 21 November UPS Committee 6.00pm -7.00pm

Thursday 30 November 6.00pm

Thursday 18 January 6.00pm

Thursday 22 March 5.30pm

Thursday 21 June 6.00pm

596. Agenda, Minutes and Related Papers

It was determined by the Governors that the supporting documentation for Item 591, should form Part B of these minutes, owing to reasons of confidentiality.