

## Batley Multi Academy Trust

### Meeting of the Batley Girls' High School Local Governing Body

Held at the School on Thursday 30 November 2017 at 6.30pm

#### Part A

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**Present:** Ahmed Vali (Vice-Chair), Gareth Goddard, Julie Haigh, Stephanie Holt, Mark Limbert, Jean May, Ebrahim Ravat,

**In Attendance:** David Cooper, Co-Head; Karen Sturgeon, Clerk; Ellen Loughhead, Representative MAT Trustee; Alan Brown, Finance Director

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#### 620. Chair's Welcome

Ahmed Vali (Vice-Chair) welcomed everyone to the meeting.

#### 621. 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 Pam Pickles (Chair), Jonathan Barber, Sajid Ghani, Carole Sallery and Samera Khalil.

#### 622. Representation

The School Development Plan was handed out to Governors. It was explained that this was an important representation of the School. Governors were directed to look at the front page of the document and informed that these linked to Ofsted categories. Governors then needed to read the in-depth section of the plan relating to their category. Julie explained that all the Trustees has been linked to a category and that she would like this to be the same for Governors. Ellen suggested that once this had happened that Governors and Trustees met to discuss further.

Governors were linked to the following categories:-

- High Quality Leadership at all Levels – Pam Pickles
  - High Quality Marking and Feedback/High Quality First Teaching for All – Stephanie Holt & Ebrahim Ravat
  - Build Learners' Resilience and Independent in Learning – Ahmed Vali
  - High Quality Personal Development, Behaviour & Welfare – Jean May
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623. **Safeguarding**

**Single Central Record Audit** – Ellen Loughhead stated that a report has now been written detailing Ofsted's minimum expectations. Ellen would like present this at the January meeting as this will give Governors a chance to review and ask questions.

Ellen attended an INVOLVE Conference at Westminster to accept a national award from the Patient Public Participation in Health Research for our work with the Leeds School of Dentistry Project.

624. **Finance Update**

Alan spoke to this item. The Income and Expenditure report had been circulated in advance. The Trustees' Finance and Resources sub-committee had already considered the report at their meeting. The Audited Accounts were now on the website.

Moving forward, with the introduction of the National Funding Formula and the reduced levels of funding highlighted previously, further work will need to be undertaken to balance the in-year budget position.

The Local Authority is working with schools and academies on managing the change to a National Funding Formula from 2020/21 and has put forward a number of proposals for schools to consider for the funding that is to be delegated in the next 2 years. Each option showed varying levels of increases for our school, the lowest being a 0.2% increase, up to a maximum of 0.5%. The final decision will be taken by the Schools' Forum, after considering the opinions of the schools.

Julie thanked Alan for his work on this update.

625. **Policies for Approval**

- Admission Arrangements
- Anti-Bullying
- Curriculum
- Educational Visits Policy
- Target Setting

**IT WAS AGREED** by Governors to approve all the above policies.

- Online Safety Policy
- Disaster Management Plan

Mark Limbert explained that the Online Safety Policy is based on a Kent County Council template as this is regarded as one of the best in the Country.

These policies were circulated to Governors at the meeting. Governors were asked to review the policies and let the Clerk have any amendments by 7 December 2017.

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626. [Minutes of Meetings – Batley Girls’ Local Governing Body – 28 September 2017](#)

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

627. [Matters Arising from Minutes](#)

Item 590 - Updated Behaviour and Attendance policies are currently being amended to go on the School website. This should be available for the Local Governing Body meeting in January 2018

628. [Admissions – PAN for September 2019](#)

The PAN for 2019 intake provides for 211 students.

**IT WAS AGREED** that the PAN for September 2019 would remain at 211.

A question was raised with regards to the 6<sup>th</sup> Form intake and what its capacity was. It was noted that we currently we have 250 students and that a full target cohort would be 300. A further question was asked as to what we were doing to recruit into the 6<sup>th</sup> Form. Julie explained that the curriculum model has been changed and that we are employing someone on a temporary contract for one day per week. This is specifically to recruit for the 6<sup>th</sup> Form.

629. [Co-Heads’ Interim Report and Open Discussion](#)

[Outcomes and Pupil Premium Update](#)

The Outcomes and pupil premium update were produced as separate documents. Governors were asked to take these away and read them. The Outcomes document is in a new easy to read format and the data is looking positive and the present time.

The Pupil Premium report was circulated to Governors. Julie explained this was required to appear on the website showing last year's costs and planning. The report details progress of the Pupil Premium funding plan and the way in which the funding has been applied.

[Teaching and Learning](#)

**Teach Meet**

This was a fabulous event organised by Deputy Head Debbie Goddard, Deputy Head Helen Sheldrake, and HR Manager Vicky Pearson. The theme was ‘Well Being’ and the event was a great success. Feedback has been outstanding. The event is designed to upskill teachers and associate staff and engage with potential new recruits. The Local Governing Body would like to give special thanks to Debbie Goddard for her exceptional support for this event.

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## Communication

We have continued to build on our efforts to improve communication and published the second edition of “Heads Up” in November. This issue concentrated on the implementation of the General Data Protection Regulation (GDPR) and its implications, the creation of a new Student Reception and a Glossary of Key Educational Terms.

As Co-Heads we now also write to all parents every half-term with the latest letter (November) emphasizing the role of Parents’ Forum and a reminder that non-urgent medical appointments should not be made in school time.

On November 28th we also launched our Parents and Daughters Together Pilot Initiative at Batley Town Hall. The evening was a great success with over 60 in attendance in addition to great support from school colleagues and representatives from the Local Governing Body. This project is designed to measure the impact of a high level of communication on learning and progress. We have initially sampled 45 students from Years 9-11 to take part and, if successful, we intend to roll the programme out whole-school.

A Governor has asked if the school would be able to Blog/Tweet as we could be missing opportunities to communicate with parents and the community. Mark Limbert has said that he would look at this. It was also suggested that different members of staff took the responsibility of blogging/tweeting on a rota basis. This is also something that will be looked into.

## Partnership work

### **PREVENT**

Deputy Head, Gillian Hughes from BGHS participated in the Reach study programme the focus of which was to learn more about a variety of extremist narratives and their linked counter narratives. The programme included a visit to Northern Ireland to consider how to learn from conflict. The impact of this has been a programme of collaboration with outside agencies (filmmakers, community groups, anti-extremist organisations) to consider creative ways of ensuring our young people have a voice.

The curriculum model at BGHS ensures that issues such as critical thinking, awareness of and identification of trusted sources are embedded. An annual curriculum Prevent audit is carried out which maps this. Senior leaders from BGHS have presented their model to other schools within the LA (at the invitation of the Prevent Co-ordinator).

### **Parliamentary Review**

The Co-Heads have been asked to participate in a project for the Parliamentary Review and to attend parliament in September 2018. We are only in the initial planning stages, but this is a really exciting opportunity for the school and more recognition for all the hard-work that goes on in school. More details to follow. Julie explained that this was due to the innovation of the Co-Head model and was massively important to the school.

## Celebration

We have initiated the Co-Heads Lunch as a half-termly celebration of the contribution our students make to the wider community. We held our first event in October to celebrate the involvement of seven of our students in the production of Les Miserables in Summer

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2017. This was a fantastic event with representation from the Local Governing Body, Parents and colleagues in addition to the students. We are holding our next Co-Heads Lunch on Friday 15th December and would be delighted if members of the LGB are able to join us.

## Strategy

### Teaching School Application

We are in the process of submitting an application for Teaching School status (deadline: 6th December). This will be a joint application with UBHS. We firmly believe that this will enable us to build on the excellent practice we already have while challenging us further. If we are successful this will provide excellent opportunities for staff development and sharing good practice.

### Wellbeing Strategy

Staff and Student Wellbeing continue to be at the forefront of everything we are trying to do. We are very grateful that the Local Governing Body are helping us to shape this agenda through the Governors Wellbeing Working Party. We devoted the staff meeting on 29th November to staff wellbeing and colleagues were able to suggest further strategies to enhance our approach. We are also engaging with the Leeds Beckett University School Wellbeing Award and envisage that this process will help us to prioritise the areas we need to further develop.

## 630. Strategic Focus

Governors were given a copy of the Self Evaluation Summary. They were asked to read at least Page 1 and Page 9. They were also guided to read the section relating to their allocation for the School Development Plan. Governors were then asked to discuss this with the person next to them.

Key attendance targets has been met and Julie thanked Gareth Goddard and Ahmed Vali for their hard work.

## 631. 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 & High Quality Leadership at all Levels

Mark Limbert – Achievement (Maths)

Gareth Goddard – Heritage Project

Ebrahim Ravat – Transformation (Science), Careers and High Quality Marking and Feedback/High Quality First Teaching for All

Jonathan Barber – Transformation (Science)

Ahmed Vali – Pastoral Support and Build Learners' Resilience and Independent in Learning

Jean May - High Quality Personal Development, Behaviour & Welfare

Carole Sallery – Humanities, Parent Forum

Stephanie Holt - High Quality Marking and Feedback/High Quality First Teaching for All

#### **Trustees and Governors in School, the Community and Training**

- Parents Forum (10 October 2017)
- Whole School Careers Convention (19 October 2017)
- Co Heads' Lunch (20 October 2017)
- Disciplinary Panel (9 November 2017)
- NGA MAT Networking Event (17 November 2017)
- Parents & Daughters Launch Batley Town Hall (28 November 2017)
- Staff Meeting (29 November 2017)
- Governors' Link Work

A number of Governors have attended these events. Jean May said that has enjoyed being in School immensely and that the students were very well behaved and engaged with everything. She particularly enjoyed the launch of Parents and Daughters at Batley Town Hall and commented on how successful it had been. Julie thanked Jean for her support at the events.

#### **Forthcoming Events**

- Y11 Mock Interviews – November/December 2017
- East Meets West – 14 December 2017
- Celebration Evening – 11 January 2018

The Clerk confirmed that an email would be sent to all Governors reminding them of these events.

#### **632. Any Other Business**

Gareth asked Governors for their availability before Christmas. He would like a full morning or afternoon dedicated to the Governors' Disciplinary Panel for a number of students. The Clerk will email Governors with dates to check their availability.

#### **633. Date of Next Meetings**

Thursday 18 January 6.00pm

Thursday 22 March 5.30pm

Thursday 21 June 6.00pm

634. **Agenda, Minutes and Related Papers**

It was determined by the Governors that the supporting documentation for Item 630, should form Part B of these minutes, owing to reasons of confidentiality.