

At a meeting of the Full Governing Body of The Angmering School Wednesday 4th May 2022 held at The Angmering School

Governors Present: Mrs Hamilton-Street (Acting Chair) Mr Liley (HT), Mr Fielder, Mrs Young, Mr Gisby, Mrs Jagger, Mrs Rush, Mr Street, Mrs Thomas, Mrs Mitchell, Mrs Dyson(BM) Mr Kingsley,, Mrs Turner.

Also present: Mr Whatford Deputy Headteacher

Apologies:

1. Apologies were received in advance of the meeting from Mrs Nolan (Clerk), Mr Smith, Mr Beaney. And were **accepted** by the board.
2. The meeting will be electronically recorded in the absence of the Clerk.

DECLARATIONS OF INTEREST

3. There were no declarations of interest.

MEMBERSHIP MATTERS

4. Governors received an email in advance of the meeting, informing them that Mr Fielder would be stepping down from the role of Chairman and that Mrs Hamilton-Street (Vice Chair) would step up as acting Chair until the end of the academic year. Mr Fielder will remain a member of the board in his role of co-opted governor.
5. The Parent Governor election process commenced this term, and the successful candidate will join the board at the next meeting.

URGENT MATTERS

6. There were no urgent matters.

QUALITY OF EDUCATION

7. Mr Whatford presented to the governors the revised Key Stage 3 Assessment, reporting and curriculum implementation plan (see attached presentation) The following questions were raised and discussed:
8. **When was the last overhaul of the set up?** - *There have been many tweaks taken place over the past few years, previously, although the assessment policy has been fluid, it focused more towards KS4, this revision which has followed consultation with staff, staff who are parents of students here, now balances the requirements in KS3 also. This model and The Assessment Policy will be reviewed again in two years time.*

9. **Economics mentioned as having a successful take up, will recruitment for specialist teachers be required?** *The school is pleased to say specialist teachers are already employed and no further recruitment will be required.*
10. Business Studies is confirmed to be stable with staffing in place.
11. The Language pathway in the main has been positive for most students and parents. The school is confident that it will meet the government target of 90% by 2025. - It has been apparent that some parents misunderstood the 'choices/options' and **it is planned to rephrase/rebrand to "This is the core offer under the government plan"**
12. **Governors raised concerns about recruitment for MFL teachers nationally** and were informed of the big government recruitment drive, aware that there will be a 30-40% deficit in MFL teachers. The school has successfully retained a temporary maternity cover post in MFL to a permanent post.
13. **Governors asked if languages at KS3 were arbitrary** - the school will try to take into account individual requests, but there is a clear need to ensure French and Spanish is balanced across the timetable. This year's cohort will be the last to study German at KS3.
14. **Governors who are also parents will give feedback to Mr Whatford**, views on the new style of assessment reporting.
15. **Governors asked how ranging for prior attainment standardised core score of 96 was set?** Mr Whatford explained that the data set is from the FFT (Fisher Family Trust) and is based on a large national dataset provided by the DfE.
16. **Governors asked how the school will measure the impact on Priority 1?** (Establish new assessment and reporting system for key stage three, beginning to embed the assessment of skills and knowledge into curriculum learning journeys.) Mr Whatford explained there will be a triangulation of the following points, which will have been enhanced by the model;
 - Positive feedback from parents with fewer complaints
 - High quality analysis from subject leaders
 - Better ability to compare across a period of time
 - Greater level of scrutiny in terms of follow up from each Academic Review point.
 - Clearer picture over time on how assessment ties in with the curriculum, the assessments themselves will be fit for purpose, with more appropriate questions.
 - Senior Leaders, Governors and Ofsted will see clear evidence, when going into classrooms, talking to students and book looks.
17. Point to note by the Chair, **Link governors to review what they need to be looking for when they enter classrooms in the Autumn term and beyond.** **ACTION: Link Govs**
18. **The Assessment Policy** was duly **ratified** in the presence of Mr Whatford who was thanked for his presentation and left the meeting.

MINUTES AND MATTERS ARISING

19. Minutes of the FGB meeting held on 9 March 2022 were approved as a true reflection of the meeting and were signed by the Chair .
20. There were no matters arising from the minutes.

CHAIRS ACTIONS

21. Governor thankyou messages were issued as requested at the previous meeting.

REPORTS TO GOVERNORS

Headteachers Report (Copy attached) The HT reported on Staffing updates since the report was published; successful internal appointments have been made for the Deputy Site Manager, Transition Teacher and Senior Safeguarding Team Member. The following points or questions were raised:

22. **Transition Teacher** - There was a lengthy discussion around the expectation and delivery of the curriculum in English and Maths, using differentiation and learning by a highly skilled teacher, with the aim that students will work in small groups becoming successful enough to join the main cohort classes, during the second half of the year but certainly by the start of year 8.
23. **Governors noted there would be no impact on teaching staff levels in core subjects** as recruitment in all core subjects has been enhanced with appointments in these areas being oversubscribed by up to .075 fte. to allow for flexibility where needed.
24. **Early Career Teachers (ECT)** Governors **enquired** about the number of ECTs in the school, it was explained that there are currently 13 ECTs in total either on their first or second year, and it is not expected to fluctuate greatly. Mentoring time is timetable allocated, and mentors are allocated outside of the curriculum area of teaching.
25. **Student Numbers - Governors wished to know the reason a student moved to an independent school?** Parents wished to break the cycle of poor behaviour choices by the student both at school and in the community.
26. **Attendance - Governors celebrated the attendance figures being above the National average of 85% currently sitting at 89.53% and the school continuing to close the gaps for PP students.**
27. Premises: the new Senior Surveyor within WSCC has visited the site a couple of times and met with our Site & Buildings Manager.
28. Worthing Hockey Club have approached the Headteacher to request a 2nd Astro turf pitch.
29. Governor raised a query about the Netball letting being cancelled due to an issue with the Tennis court posts posing a possible Health and Safety issue - **The HT & BM will follow**

**up this with Lettings and seek to resolve asap.
BM**

ACTION: HT &

30. **STAFFING - It was noted** that the past half term was absolutely horrendous with many staff contracting COVID19 as well as other regular absences, external cover was very difficult to obtain, as the demand across the county was so high. The remaining staff were amazing and in every department affected, and using rarely cover, covered their colleagues, but it is fair to say that everyone across the school were on their knees by the end of term.
31. **Governors asked if WSCC had advised the school to close year groups** on a rolling basis - it was explained that originally the message from WSCC and the Regional Schools Commissioner was to keep school open to all students, however, this message changed and with the correct interpretation from the DfE guidance, that the school was to make a pragmatic decision and inform the WSCC and the RSC when the school was down by 20% on teaching staff, which would be deemed unable to keep all students safe and report year group closures as opposed to seek permission to close.
32. **Governors asked what the current infection rates were** - currently infection rates are very low, grateful for the Spring Break to act as a firewall and prevent cross infection. **It was noted that the CoG** sent a message of thanks to all staff at the end of term.
33. **Governors queried the Senior Safeguarding Team Member vacancy** - it was minuted that the current DSL and Deputy DLS remain in post, however, it is necessary to recruit a further member of staff (internally) to assist the aforementioned to be available to cover for Strat meetings, CP plans.

WSCC Link Adviser Report (copy Att.)

34. **Governors acknowledge the report and asked what the school proposed with regard to the Action - 'To develop an in school enrichment program for MFL'** - It was explained to the board that the school would be reinstating activities placed on hold (due to the pandemic) such as day trips to France, understanding cultures of other countries, food tasting, Film evenings, etc. The HT explained that it was not about recruiting students to GCSE, but giving students and their parents more of a positive view of the curriculum area. Unfortunately, Brexit has created a massive disservice, which has made for the school to promote the idea for MFL in a smarter way. It is part of the improvement plan to raise engagement and actively create more opportunity coming out of the pandemic.
35. Governors noted that the WSCC visit report was short, however, the HT had no concern and is confident that it showed appropriate levels of challenge and will be helpful to evidence alongside the improvement plan for the Ofsted Inspectors.

STAFF SURVEY

36. Governors viewed the summary data and agreed the survey to have been a worthwhile and positive exercise. It was noted that there were 30 less responses to that of the previous survey, and consideration was given to the attendance and workload impact on staff during

the Spring term as being a factor. Moving forward governors will re-evaluate the use of some words in the questions, to give clear interpretation to the reader.

37. Chair to issue statement to staff with the survey outcomes and next steps **ACTION CHAIR**
38. Governors asked what the school offers to staff in the way of pastoral wellbeing need - HT confirmed that the school has an specific TAS Wellbeing Offer published on the staff portal, which includes, provision for counselling service, staff can be signposted to specific members of the fully trained Staff Wellbeing Team if they are unable to raise issues with their line manager.
39. A very small number of staff gave negative response to the DEAR (Drop Everything and Read) and the Accelerated Reader Programme- **Governors asked about the impact of the 20 minute sessions timetabled four days per week** Governors were invited to observe the process themselves to see the benefits first hand.
40. **Governors resolved to approve the Staff Survey model and present to staff twice yearly (April & November)** GJ was thanked for his thorough work on the survey

LEARNING OUTSIDE THE CLASSROOM (LOtC) TRIPS AND VISITS

41. Governors received the log of Trip proposals submitted to the LOtC Link Governor in advance of the meeting and noted the following trips had been approved to run, with the exception of the Maths PGL trip due to the venue having its Ofsted registration withdrawn.
- Human Geography Fieldwork Skills, residential
 - Sporting experience Football game in Manchester, residential
 - Leeson House Dorset A Level Coursework, residential
42. Governors understand their responsibilities and are aware that there will be an increase in demand for offsite enrichment activities in the coming months as the school moves out of the pandemic.

DISADVANTAGED STUDENTS

43. **Pupil Premium Students** update, please see link governor reports under agenda item 14.
44. **SEND** Governors were informed that Mrs Gatford (AHT) has been running 'Drop in' sessions for parents of SEND students, enabling them to be signposted for additional support - governors will be updated in due course.

SAFEGUARDING

45. There were no current safeguarding issues to be brought to the board.

FINANCE

46. Governors received the final year end figures in advance of the meeting, congratulations were awarded to the BM for successfully having a carry forward of 215k revenue into next year. Earmarked funds carried forward will be reassigned to their relevant cost centres.

47. It was confirmed that a 5% carry forward is permitted by WSCC.
48. Any surplus funds following setting the balanced budget 2022-23 will be earmarked for the development of the ICT renewal programme over the coming years, utilising the accumulating fund where possible.
49. Draft Budget for 2022-23 A discussion around the budget allocations to subject departments took place along with identifying the 4 covid recovery 'pots' (General Covid/ PP Students/ Qualified Teachers/ 16-19 Tuition Grant) resulting in the following areas of concern going forward:
- Energy price increases, the BM has allocated higher than the WSCC guidelines given a further price increase is due in October.
 - 5% has been added to all figures due to inflation rates
 - Pupil Premium - we ended this year with a 15K overspend
50. The Service Level Agreement was explained
51. **The budget 2022-23 is to be submitted to WSCC by the end of May, Governors nominated Mrs Hamilton-Street (Acting Chair) and Mr Fielder to sign the draft budget on behalf of the board prior to submission**

CATERING CONTRACT

52. The BM updated the governors on the tender process, just one company has expressed interest, (Caterlink is our current provider) the bid will be presented on 27th May to the committee (HT, BM, staff member and 2 governors NHS & MF) with moderation meeting and food tasting in June, the successful bidder will be notified on 28th June. **Governors requested the new contract to have a 'break clause' and consider a shorter contract than the proposed 5 years.**
53. The BM is currently waiting for advice from WSCC as to the possibility to withdraw from the tender process and extend the current contract by a further year due to the lack of bids considering there are 8 companies on the WSCC procurement portal.

LINK GOVERNOR REPORTS

54. The following Link Governor reports were submitted in advance of the meeting and accepted by the board with no questions raised;
- Curriculum JGI
 - Learning Walk JGI
 - Behaviour & Pastoral Support NHS (2 Reports)
 - Pupil Premium Strategy NHS (2 Reports)
 - Perspectives, Y9 Interviews NHS
 - Perspectives, Y9 Interviews SRU
 - Learning Outside the Classroom and off Site visits Coordinator

55. **The Chair requested the board concentrate on the key questions as highlighted in the Quality of Education presentation for further Link visits in curriculum areas.**
56. **It was noted that feedback has been received from WSCC praising TAS as being the leading light in best practice within the local Permanent Exclusion prevention pilot. Congratulations were awarded by the board to the HT and his team.**
57. Governors were reminded to book this term's visits and submit reports to the HT using the Link Governor Visits forms in a timely fashion **ACTION: LINK GOVS**

MARKETING UPDATE

58. **New Website now live!** The HT thanked the governors for their feedback on the new website which enabled him to make tweaks to further improve the site.
59. **Governors were reminded of their responsibility to continually monitor the website and the statutory requirements.**
60. **Marketing Plan** - Following a radical overhaul the marketing plan now reflects and continues to improve on the vision of the school. The HT thanked SR for their input all through the process, acknowledging their tenacity and constant availability to keep on with the process, which has made a huge impact on the overall outcome.

GOVERNOR TRAINING

61. Training provided by WSCC Governor Services on 28th March was discussed and proved worthwhile and effective.
62. Governors were congratulated on being better qualified in many aspects and were asked to continue to complete online training through WSCC SLA and NGA training portals, and to request any bespoke training requirements to NHS and CMI to enable planning for Training in 2022-23 **ACTION ALL**

HATE INCIDENT REPORT

63. The Spring Term report was not available at the time of the meeting, and will be on the next agenda **ACTION: CLERK**

POLICIES

64. **The Emergency Plan ratified** virtually and published to on the staff portal 29.03.22 (minute note).
65. **Performance Development Policy Ratified**

66. **Assessment Policy ratified** earlier in the meeting (item 18)

NEXT FGB MEETING Wednesday 15th June 2022 6pm

No AOB

Meeting closed 19:56hrs