

**At a meeting of the Full Governing Body of The Angmering School Wednesday 9 March 2022 held at The Angmering School**

**Present:** Mr Liley Mrs Hamilton-Street (ViceChair) Mr Liley (HT), Mrs Young, Mr Gisby, Mrs Jagger, Mrs Rush, Mr Street, Mrs Thomas,. Mr Kingsley, Mr Smith, Mrs Turner. Mr Beaney.

**Also Present:** Mrs Nolan (Clerk) Mr Gooding (ADHT)

In the Absence of the Chair, Mrs Hamilton-Street (Vice Chair) Chaired the meeting.

**Apologies:** Mrs Mitchell, Mr Fielder(CoG), Mrs Dyson

1. Apologies were accepted by the board.

**DECLARATIONS OF INTEREST**

2. There were no declarations of interest

**MEMBERSHIP MATTERS**

3. Mrs Young was voted onto the board as a Co-opted governor.
4. Mr Beaney was re-elected to serve a further term of office as co-opted with effect from 10th May 2022
5. Mrs Thomas was voted onto the board as a co-opted governor to commence at the end of her term of office as a parent governor on 17th May 2022
6. The Clerk will arrange the Parent Governor Election process **ACTION CLERK**

**BEHAVIOUR AND PASTORAL PRESENTATION**

7. Mr Gooding (AHT) presented his report to the board (Copy Attached) with his vision for the school over the next three to five years.
8. He reminded governors that the language used for fixed term exclusions has been changed to Suspension in line with WSCC and DoFE guidelines.
9. Governors **asked** 'How do you know TAS is the envy of other schools?' It was reported that WSCC visitors, Locality Panel Teams, the DSL Steering Committee and Fair Access sites TAS as using best practice to avoid permanent exclusions, and other schools visit and go away with our systems.
10. Governors **asked** about the information and support on offer for Y7 students transitioning to TAS - They were advised that the Year Team Leader remains in post for each Year 7 cohort and has a set plan of action in the Summer Term prior to starting at TAS, which includes visits to all primary schools, liaising with staff and students creating individual profiles for each student tailored to need There are also pre September visits to the school and SEND focus events arranged.
11. HT to **consider** using core subject leaders to be involved in the transition process to help bridge the gap between years 6&7 . HKN (AssociateAssistantHeadTeacher) and

the Leader for year 7 have created a bespoke plan through their evaluation work over the years to create a slick programme for the following year.

NB. DJ would like to meet with the head of year 7 as a supporting governor

12. Yesterday evening the HT hosted year 6 parents whose second or third preference was TAS. The evening was an opportunity to present what the school has to offer, alongside pastoral support and what is on offer through the transition period. Those who attended were all very happy with what the school has to offer. **The Governors were pleased** that the school is at PAN (Published Admission Number) for September.
13. Governors **asked** if the number of fixed term exclusions/suspensions were from students who did not join the school in year 7 were they as a result of students previously permanently excluded from other schools? And **what impact** on the cohort? - AHT explained that some students join the school in- year from the WSCC Fair Access Team, as a school, we cannot refuse entry if the cohort is under PAN. Some students are managed moved for a fresh start, which on the whole are successful. In the main, some parental transfers tend to lead to suspensions as the student's behaviour patterns persist, and this has a negative effect particularly in years 9&10, impacting others' learning. It is therefore key to ensure every effort is made to get all year groups at PAN or above. Note: Current years 5 and 4 are a smaller cohort.
14. **What are your checks and balances for sending students to alternative provision?** The governors were informed that all students are reviewed individually and considered for alternative provision based on many factors which ultimately focus on the best interest of the student and how if they are likely to succeed, for example, to permanently exclude a student in Year 9 maybe more beneficial to the individual to enable them to reset and restart afresh at another school and be successful at their GCSEs, whereas a college placement for a Key state 4 student would be more beneficial benefitting with an alternative successful path with focussed Core GCSEs.  
The Extra Time project was described to the board, it is a non profit charitable program run by the Russell Martin Foundation which runs 12 week courses allowing a student to reset outside of their usual school setting. For example, if a student is disenfranchised with school and is evidently struggling to engage with their learning in Key Stage 3 consideration is carefully given as to whether a student is likely to succeed/benefit from the course. ~Those entered onto the courses have proved positive results. All secondary schools are required to invest in this alternative provision to allow for the 14 placements on offer, for the program to continue to operate.
15. Governors **asked** what the school will be doing to improve behaviour across the school following the staff survey citing it as a factor of concern. The AHT confirmed positive behaviour can be improved by using quick wins, stringent basics, tighter support for teaching staff, ensuring more focus on the positives. JS reported to the board that following this half term's missive of concentrating on behaviour there has been an evident positive shift and staff are noticing improved behaviour from students.
16. There were no further questions raised Mr Gooding (AHT) was thanked for the report and presentation and left the meeting.

## **HEADTEACHER'S REPORT**

17. HT apologised for being a couple of minutes late to the meeting. Governors' received the report in advance of the meeting, the following additions were made:
- Library Assistant, successful candidate has been appointed and starts at the end of the month.
  - Teacher of Humanities has been appointed (they are a trained Geography teacher but comfortable teaching History in KS3)
  - Advert has been posted for a Transition teacher, for the 20 most vulnerable year 7's starting in September - this post will concentrate on English, Maths and Perspectives and also devise a similar plan for some year 8 students who have reading ages of between five and seven years.
  - Recruitment is going well, and where possible, overstaffing is being considered where we can, to provide a buffer against future resignations.

**Questions raised:**

18. Governors asked for the reasons the sixth formers left courses
- a. Student returned to Italy
  - b. Student did not meet targets despite extra support
  - c. Student moved out of area
19. What is the reason for Progress 8 being stark for Year 11 Business Studies? HT reported that there have been long standing staff absence issues, the school has engaged a subject knowledge supply teacher for the past 2 years, Also historically, the subject has been under forecast - In place now, there is strong teaching in Year 11, with some teaching carried out by himself (in Year 10), he agreed that it is not an ideal situation.
20. How does the data compare to 2019? HT explains that '4 matrix' gives a Progress 8 figure of - 0.45 (AR1) to -0.35 (AR2) based on current data, and not forecast data. Data from AR2 has been placed today and the P8 has moved from -0.45 to -0.35 areas not happy about are Eng data is a concern at -1.07, as believed to be underforecasting but there have been some long standing staff absences, whereas MFL is moving in the right direction, better than in 2019 He feels confident that this is a reasonable reflection of where we are currently. Additionally, the HT went on to explain that In conversation with Jon Chaloner (support from GLFSchools) it is difficult to forecast and the school is mindful of students not having sat formal exams previously, it is the HT's opinion that teachers are working incredibly hard and the quality of teaching is good.
21. Subject networks in the locality are limited, however, some of our teachers are also examiners and have a clear understanding of the moderation process, this is helpful in core subjects, however, smaller departments such as Business Studies less so. There are also good professional connections with other schools generated by staff for staff usually via twitter. There is no platform or set up provided by WSCC.
22. Although the cohort for year 11 is 221, why are there only 217 entered for English Language and 208 for Maths? The HT explained the reason for this is that some Lavinia Norfolk Centre (LNC) students have not been entered for level 2 English exam and some students will be entered for Functional Skills maths.
23. How many students are being supported by YES and YMCA? HT reports that the numbers are slightly skewed due to self referrals not being logged by the school. The waiting lists for YES is currently 5 months and 30 months for CAMHS - the Year Team Leader refers to Early Help Plan (EHP) and liaises with Social Care - they audit all students in need - County have developed a new plan across the broad spectrum, yet to be rolled out.

24. The Chair proposes to, on behalf of the board:
- Email Mrs Hobbs and formally thank her and the team for successfully achieving the Gold Artsmark Award.
  - Email the English department in recognition and appreciation of work being done bearing in mind the staff challenges they are currently experiencing.
  - Email Mr Bowles in recognition of work with year 9 careers interviews

#### **ACTION CHAIR**

25. The recent Fire Evacuation and evacuation process as a whole, was briefly discussed and it was confirmed that training is given in the new staff induction pack regarding process and procedures, however the issue of the mistake by a member of staff who mistook the Fire Evacuation siren for the Lockdown Bells was in fact a long standing staff member. Governors were informed that the next planned evacuation will not be announced and will create a 'missing class' scenario and improve on the time (expected to be 8 minutes) to establish the whole school is safely accounted for.
26. Tutors and or co-tutors (all Teachers) identify who is missing from the tutor group collectively, The Year Team Leader can then identify from the registers taken, identify a missing class.
27. Teaching staff roll call is not done by an individual as they have the responsibility of their tutor group, Year Team Leaders then account for their year group tutors, therefore any missing teacher is identified early in the evacuation process.
28. The online register for visitors and staff who leave the site before their contracted time sign out at reception.
29. Fire Bell activates Fire Service response, a telephone call to the station to stand down if a drill or it is established that the service is not required.

#### **DISADVANTAGED STUDENTS**

30. The Chair reported that the scheduled meeting with CRA was cancelled due to staff absences and a new date to be finalised - Governors were asked to familiarise themselves with the strategic document, (Link given on the agenda)
31. It was confirmed to governors that there is Free School Meals (FSM) funding from the government called the Holiday programme for all students on FSM. Also, The Russell Martin Foundation confirmed that 15% eligible students attended in the holidays for activities and food on the school site.

#### **SAFEGUARDING**

32. There were no key safeguarding issues to be raised. Please refer to the recent Link Governor report under agenda item 9 for generalised information.

#### **FINANCE**

33. **Budget** In the absence of Mrs Dyson, it was reported that latest budget figures were not available at the time of the meeting.
34. **Catering Contract Update** The Chair reported that the BM along with herself and MF(CoG) the have prepared the WSCC procurement document in preparation for the tender process, points to note are:
- i. Capital expenditure and investment

- ii. Food options
  - iii. Look to increase the payback 4% of all sales rather than a percentage of the profits, Gas, Electric, Waste removal (increased costs to 5%)
  - iv. Also a Break clause in the contract - awaiting WSCC legal team to respond to the query.
35. Final Food tasting scheduled in June with students and staff. The new contract will be operational in September 2022.
36. Gas Electric prices, what provision has been made given the increased costs? The current plan is fixed and the BM has included a percentage cost in budgeting. There is also a Grant Benefit from the government that will help with the rising costs.

### **LINK GOVERNOR REPORTS**

37. SEND copy att.- BT confirmed she is midway through the 2 part training course for governors on SEND. She asks that link governors ask about the approaches in the departments during their link visits as approaches differ across the school. With Quality First Teaching there is a great structure basis, it is our responsibility to keep asking about it and ensure it remains joined up. BT proposes to keep this item active on the agenda to ensure governors celebrate the successes and have sight of the challenges moving forward.
38. Y9 Interviews copies att. – BT, LY, DB, NT, SR, SK All took part in the process and found the whole event extremely well organised and executed, all students were well prepared. Mr Bowles enthusiasm and dedication was outstanding and governors agreed how impressed they were with his dedication. A particular student of note was identified as being a future Prime Minister, governors would like to steer the student towards the Youth Cabinet, name to be shared after the meeting.
39. Safeguarding copy att.- DJ confirmed she was impressed with the set up for the school and has offered to attend the next year 7 Safeguarding Panel meeting and will share views via feedback on a visit report.
40. English copy att. - NT confirmed the Leader of English is getting to grips with the new role, challenges as mentioned previously are being supported.
41. MFL copy att. - SR observed some lessons, and saw some really good peer to peer interaction and engagement. A meeting is scheduled for tomorrow with the WSCC Link Adviser.
42. Governor Link report forms have been updated to include more pertinent questions to ask students on learning walks, please use them to help understand the 'Student's Learning Journey' This will also help the student to understand where they are at within their journey. This is something which was identified by Ofsted that the students were lacking. **ACTION: Clerk to reshare the template**

### **MARKETING UPDATE**

43. Governors were informed of a slight delay to the launch date of the new website, this is now proposed for the end of next week. The Interactive Map with hyperlinks to departments is still being worked on.
44. Marketing Plan is currently being populated by FMO and LED.

### **STAFF SURVEY**

45. Survey has been shared to all staff, will report back at next FGB 4th May, discuss action points and inform staff on 8th May the results **CLERK TO ISSUE A REMINDER AGENDA ITEM**

### **GOVERNOR TRAINING**

46. Governors were reminded that the latest WSCC Governor Training Programme for 2022-23 has been published and shared with them.
47. Data Training scheduled for Monday 28th March with WSCC [Louise Welcomewill](#) take place in L11 from 6-8pm - Governors were asked to consider critical questions. Apologies in advanced were received from DB and NT
48. Governors were reminded to continue to submit training certificates.

### **CHAIRS ACTIONS**

49. Chair reported that the CoG has responded to a complaint received by a parent with regards to the KeyStage 4 options and the Language Pathway. The complaint was responded to in under a week and to date, there has been no response of further follow up.

### **URGENT MATTERS**

50. **Uniform Policy** - affordability following new government guidance which comes into effect in September. Discussion around the comparisons of costs local schools, the uniformed skirt and skort options. The HT is happy to take direction moving forward should the board wish to change the uniform. But for now, the issue is to ensure affordability for all students' parents and options of sourcing from different suppliers is being done.
51. Language used on the website is ambiguous regarding skirts for 'girls', and will not be used on the new website.
52. HT suggests that a survey to parents regarding continuing with a uniform skirt would be advisable before consideration is given to remove it in favour of trousers for all.
53. The School badge can be purchased from Ricara and added to a blazer sought from a cheaper outlet if desired to reduce costs further.
54. Parents survey confirmed the current quality of the uniform is good.
55. 'Polishable' shoes on the uniform policy is to stop canvas type shoes creeping in.
56. **Schools Financial Values Standard (SFVS)** has been reviewed by the Chair of Governors with the Business Manager. The board approved all the standards are met and the Chair signed the document to enable it to be submitted to WSCC before the end of the month.

### **MINUTES AND MATTERS ARISING**

57. Minutes of the virtual meeting held on 19th January 2022 were approved as a true reflection of the meeting and were signed by the Chair.

58. Omitted to the Minutes, where the Questions raised and answered in advance of the meeting have not been filed with the minutes.

**ACTION: Clerk to add**

59. Minutes of the meeting held on 1st December 2021 were approved and signed by the chair as the meeting on 19th January was held virtually.

### **HATE INCIDENT REPORT**

60. Autumn Term Summary att. The report was accepted with no questions were raised.

### **POLICIES**

61. Equality, Equity Policy reviewed and **approved** by the board.

### **NEXT MEETING 4th May 2022 6pm.**

#### **AOB:**

62. What is the school doing about support for students with the current issues emerging in the Ukraine - Staff have been issued with a guidance toolkit. We have decided not to do whole school assemblies. Oracy on Friday was very well supported in tutor time. We are encouraging dialogue. Students in Year 8 asked the HT to consider a non-uniform day to raise money to support the charities who are actively helping children of Ukraine, such as Save the Children and The Red Cross, so with the permission of the board, we would like to run a non uniform day on 25th March - board **agreed**.

Meeting closed at 19.44