

At a meeting of the Full Governing Body held on Wednesday 24 May 2023 At The Angmering School.

PRESENT: Mr Liley (HT), Mrs Hamilton-Street (Chair), Mr Gisby, Mrs Young, Miss Brooks, Mrs Knox, Mrs Mitchell, Mrs Scales, Mrs Thomas. Mrs Dyson (BM), Mrs Cankalis, Mrs Charlesworth.

ALSO PRESENT: Mr Gooding (AHT), Mrs Anderson (DHT) Mrs Nolan (Clerk)

APOLOGIES:

1. Apologies were received from Mrs Genge, Mr Fielder, Mr Smith, Mrs Beeby, Mr Kingsley, in advance of the meeting and were **accepted** by the board. Miss Ringer did not attend the meeting.

DECLARATIONS OF INTEREST

2. There were no declarations.

MEMBERSHIP MATTERS

3. Mrs Dyson accepted the invitation to serve a further two year term as an Associate Governor.
4. Mrs Scales was congratulated on securing a promotion to a neighbouring school and will step down as Staff Governor at the end of the Summer Term. The Clerk will arrange a new Staff Governor election after half term.

ACTION: Clerk

URGENT MATTERS

5. There were no urgent matters raised.

QUALITY OF EDUCATION KS4

6. Report presented by Mrs Anderson (DHT) shared with the board prior to the meeting, (copy att), with the following questions/points raised and discussed;
7. Persistent absence Year 11 - is the pattern similar in other local secondary schools and what do you consider the reasons are for this? HT confirmed that the data is comparable with other south coast schools, although there is a problem nationally, the south coast strip is worse, possibly due to the businesses linked to coastal areas?
8. Behaviour and attendance to exams. Governors **noted** that the attendance and behaviour has been good and that the school is proud of the students and shows testament of the strong relationships which have been developed.
9. It was recognised that all Year 11 students at this moment in time has a destination in September, so the school's figure for Neither in Education or

10. Training (NEET) is at zero thanks in particular to the Pastoral Support and Careers staff.
11. **Year 10 and** especially, SEND and PP students are being closely monitored by the school development team (SDT) in regular meetings. It was noted Y10 attendance is better and in line with Y7 figures.
12. The year group has suffered a little instability with low level behaviour issues of late possibly in part due to YTL absence. It was **noted** that it is a passive cohort and the school recognises where the support is required as with each year group which has suffered issues following lockdown, meaning staff have had to adapt to the need within each year group.
13. It was **noted** that targets have been set to improve the significant gap in English (70%) and Maths (56%) compared with Key Stage 2 data from the FFT (Fisher Family Trust)
14. DEAR Masterclasses have been refined to support and there will be some timetabled period 6 classes arranged for year 11.
15. Governors **asked** what is meant by the overall picture for year 10 being more optimistic in AAN report in comparison to the HT's Report stating that there is an equal number of students suffering with anxiety in both Y10 and Y11 - the HT resolved that the report is poorly worded, but to confirm, more students in year 10 are attending school compared to those in year 11.
16. Final note to end the presentation on, is that the year 11's are very well prepared, talking positively about the exam season so far. Mrs Anderson, was thanked and left the meeting.

BEHAVIOUR

16. Report presented by Mr Gooding (AHT) shared with the board prior to the meeting, (copy att), with the following questions/points raised and discussed;
17. The governors **discussed** exit plans with Mr Gooding understanding that they are an alternative to permanent exclusion where possible on full or part time college places, at extra expense to the school, where student engagement is greater at college.
18. It was **noted** that 23% of suspensions are made up from students who did not join the school in year 7, but instead have moved around schools presenting challenging behaviours, parents have moved their children to another school to avoid a permanent exclusion.
19. Governors also asked if students come in to us and turn their behaviour around with the support from our pastoral team. It was **acknowledged** that in some cases, this happens, however not all.
20. Mr Gooding **confirmed** that the behaviour across the school overall, is **good** assisted by the Teaching and Learning Policy which links with Behaviour and all staff push the basics to get it right.
21. The Board was **informed** that there is a lack of external support for the transition year group so the school has engaged Sid Youth to support in the Summer Term with any year 6 with complex issues.
22. It was **acknowledged** that there has been a significant increase in challenging parents since the pandemic. - The school is working on improving parental engagement.
23. Fresh Start will no longer be available full time for year 10 from academic year 2024-2025. Due to the constraints in the Service Level Agreement as it would need to be Ofsted registered for full time provision (over 18 hours per week),

therefore WSCC have pulled service due to funding constraints. However, there is currently 18 hours per week provision in place for the next two years.

24. Angela Wadham Therapeutic Thinking philosophy was discussed at length and it was acknowledged that the school will not reach the extreme scale as there is no additional funding available. But the school is committed to creating an individual plan for each child to enable them to succeed with parental engagement.
25. The board was informed that the school's dedicated Attachment and Trauma base is not seen currently in other schools with fully qualified staff.
26. Governors asked if the Teaching and Learning element strength is as strong as the Therapeutic approach. The HT confirmed this skill base had lagged during lockdown and some teachers became deskilled, work is in place to rebuild the skill base with the staff, along with changing student's mind-sets, getting them to work offline, their thirst for knowledge has been suppressed due to Covid, and has had some impact in response in classrooms.
27. Governors asked if the Early Career Teachers (ECT) are competent in behaviour management - it was confirmed that although it is difficult to teach behaviour management, the ECT's have developed good and effective relationships with students. The HT confirmed that broadly speaking, teachers are able to tackle passivity not poor behaviour, it is evident that teachers are working harder than students. A plan for September is to engage students more effectively.
28. It was recognised that the school's cover team is strong and the 'on call' cover helps to build the relationships between cover staff and students. Mr Gooding was thanked and left the meeting.

FINANCE

29. Mrs Dyson addressed the board and explained the Statement of Accounts for 2022/23 was filed late as there were problems with the expenditure figures not matching the Bromcom figures on the return made during closedown. This was notified on 19th April the same day the Statement of Accounts was released. The BM wished to make the board aware that the Schools Financial Standard at WSCC did not rectify the problem until May 10th, when they stated that they had gone into our Bromcom account and altered our figure to match theirs! (The return had been due back on 28th April) it was an amount of £350.00 but the **BM stated she is concerned that WSCC can just change the schools accounts remotely**. When this was raised with SFSU, she was told we were lucky as some schools had discrepancies in the thousands!
30. Additionally there was a problem with the initial Approved budget Statements released by WSCC as the figures were incorrect. They were reissued to all schools on 15th May - deadline for the signed helmet is 31st May.
31. Data transfer issues have been experienced (also with other schools) due to Bromcom, causing discrepancies and missing salary changes
32. There is also an ongoing issue that Bromcom is not flagging up overspends when inputting purchase orders. Bromcom can only provide this at ledger level and not at the cost centre level so which is proving problematic and lengthening the process when raising purchase orders as the cost centre has to be manually checked
33. **Financial year 2023/24** The BM informed the board that she has successfully created a balanced budget based on the 3% cost of living rises and lower

percentage increases for the utilities. The surplus on the LNC budget has been offset against the shortfall on the main school budget (£39096.72)

34. There was an interest paid to the Accumulating Fund (£1831.92) that has been added to the income that reduces the overall deficit across the two budgets to £8516.74 - this overall deficit has been put against 'Teachers' on the main school budget and is shown as a separate line.
35. The HT **notified** the board that he had written to Andrew Griffith MP at the House of Commons to explain the difficulties managing the budget given the energy and salary increased costs with no extra funding from WSCC despite cutting costs across all aspects of the school.
36. He continued to say that if the pay is 6.5% then the school will be looking at a minimum £200,000.00 deficit
37. The HT confirmed that planning in curriculum areas is fair capitation with any unforeseen costs being approved by himself. There followed a brief discussion around the way heads of departments manage their budgets.
38. The BM **asked** the board to acknowledge that although she has been able to fix a balanced budget, there will more likely be issues going forward, and will be able to give an update in November. The Board **congratulated the BM on managing to fix a balanced budget and approved for it to be submitted to County**; the Chair of Governors signed off the balanced budget.
39. **The BM received board approval to release the accumulation fund balance of £100,000.00**
40. The BM as previously mentioned, reported that there have been issues with data exchanges and is waiting for Bromcom to create fix's for these. The BM was thanked for her report and left the meeting 18:14

REPORTS TO GOVERNORS

41. **Headteacher's Report** (copy att) updates to staffing since writing the report, successfully recruited a teacher of Drama on a one year fixed term contract.
42. Still to recruit a teacher for PE/ PSHE and Main school LSAs
43. Resignation received from Leader of Geography who has gained a promotion to the senior team of Chichester High School
44. There is sufficient capacity for a Finance Assistant (benchmarked with other schools) however, the BM will seek to utilise the Resource Team to skill up, perpetually.
45. Governors asked if WSCC had released any of the Section 106 money. The HT confirmed that despite several attempts to get a clear answer from Paul Wagstaff, Graham Olway and Leigh Hunnikin, the requests have been met with radio silence.
46. The governors **propose** to take the issue to the Press to inform the community that WSCC are depriving students by holding onto the funds. **ACTION: Chair**
47. Sixth Form recruitment is strong, currently 77 students signed up for the induction day in July. It was **noted** that Worthing College has pulled their Performing Arts courses which may increase our uptake.
48. **ACADEMISATION** update (see att) The HT confirmed the school is actively looking at 3 Academy Trusts (details in the attached) all show a high degree of autonomy, the working group are optimistic in continuing talks, the CEO's of each

trust have been invited to speak to the working group towards the end of June. and then opt to pitch to all staff around October time, before planning ahead, without commitment - it was confirmed, the current WSCC offer is to be considered alongside these.

49. Governors asked what the 'top slice' would be? For one trust it would be 7% which is around £400k difference from the lowest top slice on offer, this equates to 10 teachers, the school could not lose this number and still be effective
50. Another option would be to form new trust using primary schools (3), one secondary school (TAS) and one further education (TAS Sixth Form) **ACTION: AGENDA**

MINUTES and MATTERS ARISING

51. Minutes of the Full Governing Body meeting held on 22nd March 2023 were approved and signed by the Chair as a true record of the meeting.
52. There were no matters arising.

CHAIRS ACTIONS

53. For information: The Chair explained the Headteacher's' Locality Group of schools (feeder primaries and TAS) being a group which meet termly and hold joint project funding to support moderation at Key Stage 2 meetings, HT's and Chairs of Governor meetings as well as Deputies HT meetings, and SENCO meetings and as such there is a memorandum of understanding which **the Chair has signed this years M.o.U** to be placed on file.

GOVERNOR ACTION

54. **WEBSITE COMPLIANCE** - Governors were **asked to review** the current website and insure compliance - it was noted that following a recent audit, information around SEND students could be improved.
55. **ANNUAL NGA SURVEY** - The deadline has been extended to 2nd June, please ensure you complete, it is for all individuals to complete.
56. **GOVERNOR DIVERSITY STATEMENT** The Chair informed the board that there is a CoG and HT duty to provide a statement on the school website, this will be discussed in full at the July meeting
ACTION: AGENDA
57. **COMPLAINTS PROCEDURE/GOVERNORS PANELS** Understanding the policies, the Chair encouraged all governors to complete the training **ACTION: ALL**

DISADVANTAGED STUDENTS

58. Governors acknowledge the report attached to the minute book with no questions raised.

NEU STRIKE ACTION - Update

59. The HT reported that the NEU has confirmed that they would not plan action during the exam period. There is a ballot for further action planned for the autumn term.

BROMCOM MIS - Update

60. HT confirmed that the parental portal has been rolled out with some teething issues. He also commented that there are still some issues with internal reporting via WSCC ongoing.

SAFEGUARDING

61. Nothing to report.

LINK GOVERNOR REPORTS

62. The following reports (att) were received in advance of the meeting and acknowledged with no questions;

1. Pupil Premium Link Report NHS
2. SEND Link Report BT

63. The Chair reminded link governors to schedule half termly visits and raise reports to be shared with the board.

ADVENTUROUS/OVERNIGHT/OVERSEAS TRIPS

64. The following trips have been **reviewed and approved** by the lead Educational Visits Coordinator (EVC) Governor

1. 19 students participating in Wheelsport at the National Junior Games Stoke Mandeville, at the end of June over 4 days Cost to students is £100
2. 30 Key stage 4&5 science students will travel to Cern to study the History of Science for 3 days in February 2024 Cost to students is £451.

GOVERNOR TRAINING

65. The Chair reminded the board that the new courses available from WSCC Governor Services, identifying '**Data in Schools**' is available in September, and **urged all board members to sign up for it.**

66. Also recommended, **Understanding School Finance**, online course to be completed.

ACTION: ALL

HATE INCIDENT REPORT

67. Spring Term Summary Report (att) was presented to governors with no questions raised.

POLICIES

68. The following policies were **reviewed and ratified** by the board
1. Education for Children with health needs unable to attend school
 2. Supporting children with medical conditions (formerly Medicines Policy)
 3. Anti Bullying Policy (remove the Rights Respecting statement)
 4. First Aid Policy
69. Governors **expressed an addition** to be placed on the **Drugs Education policy statement**, stating a no tolerance statement and asked for it to be checked against the Behaviour policy as they would like to see the sanctions explained more explicitly.
ACTION HT
70. The Learning Outside the Classroom (LOtC) and Off Site Visits policy will be deferred to the next meeting. **ACTION: CLERK**

NEXT MEETING

71. Wednesday 12th July 2023

OAB: Dates for your diary

72. 22nd June STEAM Event, Science, Technology, Engineering and Art exhibition – Governor judges are also required please for the Years 7&8 Science fair projects - please pass your availability to the Clark.
73. 20th July The Chair requested governor support from 1pm to help with the staff gathering: Thankyou and farewell speeches
74. Next year's meeting dates have been issued.
75. Katy Bourne Conservative Police and Crime Commissioner for Sussex will be presenting at the Young Volunteer of the Year Awards tomorrow.

Meeting closed 18:55hrs