



## Education Committee Meeting - Minutes

**Meeting Date:** Thursday 18 May 2023  
**Meeting Venue:** Teams  
**Meeting Time:** 5:15pm

**Governors:** Louise Baxter, *(LB)*, Committee Chair  
Gabrielle Mace, *(GM)*, Committee Vice Chair  
Lee Owen, *(LO)*  
Katharine Paradas, *(KP)*  
Nicoleta Uzorka Ion, *(NUI)*

**Ex officio:** Craig Bull, *(CBu)*, Head Teacher

**Also in attendance:** Catherine Geldard, *(HOP)*, Head of Primary  
Jemma Graffham, *(DSF)*, Director of Sixth Form & *(DSL)*  
Dominic O'Driscoll, *(AHT-DI)*, Assistant HT – Director of Inclusion  
Danny Simmonds, *(AHT-B&A)*, Assistant HT - Behaviour & Attendance  
Matt Stephens, *(AHT-SEN Primary)*, Assistant HT – SEN Primary  
James Towner, *(AHT-A&C)*, Assistant HT - Assessment & Curriculum

**Clerk to Governors:** Rif Aslam (RA)

**Apologies:** J Mace *(JM)*, J Swann *(JSw)*, F Beckley *(FB)*

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## Education Committee - Minutes 18<sup>th</sup> May 2023

| Item | Discussion   | Action |
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| 1.   | <p><b>Welcome and apologies for absence.</b></p> <ul style="list-style-type: none"> <li>• Chair welcomed Governors &amp; SLT to this ‘virtual’ Education Committee via Teams</li> <li>• Chair accepted apologies for absence from JM, FB, and acknowledged JSw’s technical difficulties in joining meeting despite repeated attempts.</li> <li>• Chair welcomed new governor, LO, to the Committee. LO and then each member of committee introduced themselves.</li> </ul>   |        |
| 2.   | <p><b>Declarations of Interests</b><br/>There were no declarations of interest made.</p>   |        |
| 3.   | <p><b>Minutes of previous Education Committee Meeting</b></p> <ul style="list-style-type: none"> <li>• Chair confirmed that previous Committee Minutes were signed off in April FGB.</li> </ul>  |        |
| 4.   | <p><b>Head teacher’s Report</b></p> <p>HT referred to papers and invited members of SLT to highlight points in their Executive Summaries and then invite questions.</p> <ul style="list-style-type: none"> <li>• Learning <ul style="list-style-type: none"> <li>○ Progress Data Primary – HOP gave a summary of data in papers and the impact of interventions. KS2 SATs completed with children demonstrating resilience. Interventions in KS2 show that they have made a difference. These have been targeted and more writing interventions have been done this week.</li> </ul> </li> </ul> <p><b>Chair requested</b> that AP1 data be included in the tables for all year groups as it is in the EYFS table to better demonstrate the progress being made. HOP agreed.</p> <p><b>Chair noted</b> that our 62% predicted against a National of 59% was a positive improvement from last year’s 47%. HOP agreed and added that external moderation will take place.</p> <p><b>Chair questioned</b> whether staff had learnt about moderation. HOP confirmed that staff have undergone training to ensure that their assessments are accurate.</p> <p><b>Governor asked</b> what is driving the positive change in reading and writing? HOP advised that children started at a lower baseline and interventions have driven the change.</p> <p><b>Governor queried</b> what will specifically be externally moderated. HOP advised that the writing element in SATs which is teacher assessed will be moderated.</p> <p><b>Governor questioned</b> whether this could change our scores. HOP confirmed that it could as moderation is a means of checking if our judgement is correct.</p> <ul style="list-style-type: none"> <li>○ Progress Data Secondary – AHT-A&amp;C gave a summary of data in papers. He advised that current Year 11 data shows that cohort is not making the progress we would like. Predictions are lower than where they should be. Interventions do show progress in English and Maths. A small number of lower performing students are having a disproportionate impact on the overall figures.</li> </ul> <p><b>Governor asked</b> what are the issues that are delivering these results? AHT-A&amp;C advised that challenge and feedback in curriculum and quality of teaching are limiting scores.</p> <p><b>Governor probed</b> whether there was an issue with overall ethos. HT advised that there have been missed opportunities historically and inaccurate predictions which then impacted the interventions that could have been made much earlier for this cohort. The impact of changes made will be experienced by the next Year 11s.</p> <p><b>Governor questioned</b> what the common themes were in Department Reviews. AHT-A&amp;C advised that the curriculum was the focus and assessing where students are at given points. Whole school initiatives such as the GH 5 and learning walks are supporting this drive. HT added that the revision sessions and analysis being done now has never happened before. This is across year groups. HOP added that the external consultant is encouraged by the direction the school is going.</p> | HOP    |

**Governor asked** if progress is being seen in Years 10,9 and 8? AHT-A&C advised change has been seen through monitoring and evaluation process and improved feedback in books.

**Governor queried** if exam board is being changed in certain subjects. AHT-A&C advised that it is being looked at with guidance from external consultant as selection of exam papers is crucial for subjects.

**Governor noted** results in "A" level Biology and Chemistry and asked if the same teachers taught GCSEs in those subjects. AHT-A&C confirmed they were.

**Governor remarked** that the cohort is then a big factor.

**Chair shared** that crucial conversations have taken place regarding the current Year 11 cohort and how to support them and manage expectations. AHT-DI advised that the key is improving teaching and learning in every lesson.

- Community
  - Behaviour – AHT B&A referring to paper and highlighted the lower suspension incidents. However, the nature of the incidents were more serious. 5 students were suspended for 5 days. There are different behaviour trends in each year group. Aspire points is a real positive for all. No current data released nationally for permanent exclusions. One permanent exclusion at GH this year.

**Governor questioned** why Year 11 score particularly high on no homework. AHT-B&A advised that some do not have the right environment at home.

**Governor asked** if these students had homework club available to them. AHT-DI advised that these students were not targeted for that club.

**Governor suggested** not doing homework could be a reason for this Year 11 not doing well. HT advised that homework differs from targeted interventions and is an issue across the school.

**Governor pressed point** about homework correlating to attainment of students.

**Governor noted** the table of Aspire characteristics scores low in Reflection, and Empathy. AHT-B&A agreed and added that lessons lend themselves more to Ambition and Perseverance points being given.

**Governor suggested** perhaps teachers could be advised to link listening and understanding with Empathy points. HT advised that HOP and AHT-A&C are looking into this aspect and staff are enjoying the focus of rewards linked into the key SDP values.

- Attendance - AHT-B&A referring to paper highlighted overall attendance figures for Secondary as 92.8 and 94.5 for Primary. Our figures are good comparative to local schools and nationally. New attendance officer in post a positive.

**Governor queried** reasons for absences. AHT-B&A advised that it was a mixture of genuine sickness and mental health issues.

**Governor asked** if parents were listing mental health as a reason? AHT-B&A confirmed that some were. Trauma at home having a long term impact on mental health. HT added that some students refuse to attend. Many are awaiting assessments for specialist provisions. They are on the school roll here but are just not coming in every day. Shortage of places in specialist schools.

**Chair noted** gap in attendance between Pupil Premium and non PP students. AHT-B&A advised that PP students are targeted by welfare officer. Weekly meetings take place to discuss these students.

- Safeguarding – DSF&DSL gave an overview of figures in paper. Higher number of concerns in March could be linked with students becoming more familiar with Pastoral Team. No real significant common themes in concerns and not many things school has not dealt with this year. Audit took place. No surprises. Ambers will form part of the action plan going forward and that will be shared with the Lead Governor.

Chair thanked DSF&DSL for comprehensive report.

- Inclusivity – AHT-SENP advised that one EHCP student has moved to another school. Referring to paper highlighted that KS1 data shows less of a gap between SEN & PP students. KS2 data shows that SEN & PP students are not too dissimilar to their non equivalents.

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|    | <p>AHT-DI gave a summary of Paper and highlighted that</p> <ul style="list-style-type: none"> <li>○ Year 13 has a small number of students who fit into SEN &amp; PP profiles. One SEN student hoping to go to Oxford.</li> <li>○ Year 12 there are no SEN.</li> <li>○ Year 11 is a complex cohort. There are 5 students who are not taking their full quota of exams. 3 of them don't attend school and we have known for some time that this will impact our data negatively. Mental health issues and school and lesson refusal.</li> <li>○ Year 10 is a smaller SEN cohort. 3 students qualify for extra time. There is less refusal and much more engagement leading to a more positive outlook for this year group.</li> <li>○ Year 9 is a complex cohort with some having plans in place for an alternative provision.</li> </ul> <p><b>Governor enquired</b> whether SEN students struggling with English literature can focus on Language on its own. AHT-A&amp;C advised that DfE prefer them both to be done at the same time.</p> <ul style="list-style-type: none"> <li>• Learning Walks <ul style="list-style-type: none"> <li>○ Observations &amp; Book Looks - There were no questions on either paper.</li> </ul> </li> <li>• Twilights Summary – HT referred to paper and invited questions.</li> </ul> <p><b>Governor noted</b> that the number of clubs has dropped since pre covid times. Chair explained that this is an operational matter and not for this Committee but did advise that historically reductions were made due to financial constraints. HOP advised that initial 14 clubs had to be reduced to 11 to accommodate the need for interventions. HT added that historic provision was unsustainable. It meant long hours for staff. Clubs have to be balanced with interventions we need to provide.</p> <p><b>Governor questioned</b> whether external providers could fill the gaps. HT advised that Finance Director is looking into this and will bring it the Enterprise Committee. HT suggested governor could liaise with Finance Director.</p> <ul style="list-style-type: none"> <li>• HR update – HT gave a summary of paper. Key performance indicator for staff wellbeing is the Pulse Survey. Each headline in that has seen an improvement. We have to ensure we're communicating the things we're doing. However, there is still a small percentage who are filling in the survey.</li> </ul> <p><b>Governor commented</b> that some staff may prefer face to face communication rather than surveys. HT agreed and advised that training today explored different methods of communicating.</p> | NUI/DFA         |
| 5. | <p><b>SEND</b><br/>AHT-DI advised that he and AHT-SENP were currently preparing for an external review on 6-7 July. <b>Chair enquired</b> whether they wanted any governor present at the review. AHT-DI requested Lead Governor SEND.</p>   | FB/NUI          |
| 6. | <p><b>Admissions Update</b><br/>Chair of Admissions gave a summary of Primary and Secondary numbers. Both looking on track to fulfil our numbers.</p>  |                 |
| 7. | <p><b>Monitoring Schedule</b><br/>Chair referred to paper and noted completed visits. Marking Assessment outstanding. Chair requested governor volunteer for Marking &amp; Assessment. LO offered to undertake monitoring visit. Date to be organised in liaison with HT. Chair requested volunteer for Personal Development. NUI offered with GM as mentor.</p>   | HT/LO<br>NUI/GM |
| 8. | <p><b>Any other urgent business</b></p> <ul style="list-style-type: none"> <li>• Chair confirmed that there was no other urgent business.</li> </ul>   |                 |

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| 9. | <b>Confirmation of future Governor Meeting Dates for 2022/2023</b><br><br><b>FULL GOVERNING BOARD:</b><br>6 <sup>th</sup> July 2023<br><br><b>ENTERPRISE COMMITTEE:</b><br>15 <sup>th</sup> June 2023 |  |
|    | <b>Meeting Closed</b><br>Chair thanked SLT, all staff and governors and closed the meeting at 19:07   |  |