

## Minutes of the meeting of the Governing Body of Stormont House School held on Monday 25 November 2019

<b>Present:</b>	Mr Bernard Hawes Ms Lynn Dalton Mr Kevin McDonnell Ms Beatrice Andrews Ms Katie Foster Ms Claire Napier	Co-opted Governor – Chair Co-opted Governor – Vice Chair Head Teacher LA Governor Staff Governor Staff Governor
<b>In attendance:</b>	Ms Helena Burke Ms Grainne Hylton Ms Frances Jessie	HLT Governor Services (part of meeting) School Business Manager Deputy Head Teacher
<b>Apologies:</b>	Ms Hannah Lilley Ms Dot Hodgson	Co-opted Governor Co-opted Governor
<b>Clerk:</b>	Nyree Hughes	HLT Governor Services

### SUMMARY OF OUTSTANDING ACTIONS

Date	Details
20.03.18	Chair and Deputy Head Teacher to further review the CPOM forms indicating how many were investigated/referred, how many are still active and how many related to CIN – <b>BH/FJ Action ongoing</b>
25.03.19	Chair to undertake a Safeguarding visit to the school to look at the programmes available around knife crime – <b>Action ongoing</b>
25.03.19	The Teaching and Learning Committee to look at what is delivered on knife crime through the curriculum – <b>Committee to report to February 2020 Board</b>
17.06.19	Beatrice Andrews and Hannah Lilley to convene separately to finalise the Parent Governors recruitment documents – <b>Action ongoing</b>
17.06.19	Head Teacher to make recruitment presentation available to Governors on the website - <b>Action ongoing</b>
25.11.19	Head Teacher to progress Parent Governor recruitment in the spring term.
25.11.19	Vice-Chair to manage identifying potential co-opted Governors, with all Governors' assistance.
25.11.19	Head Teacher to bring detailed Priorities document and SDP for 2020/23 to March 2020 Board.
25.11.19	Head Teacher to arrange Safeguarding training and Safeguarding Report for March 2020 Board.

#### 1 Attendance

##### 1.1 Welcome

The Chair welcomed all attendees to the meeting.

## 1.2 Apologies and Consent for Absence

Apologies were consented to as listed above.

## 1.3 Declarations of Interest

There were no new declarations of interest.

## 1.4 Register of Pecuniary Interests

There were no declarations of pecuniary interest.

## 1.5 To elect a Chair of Governors for the academic year 2019/20

The Chair of Governors explained that he and the Vice-Chair would like to stand down from their respective roles and that they had served on the Board for 20 years and 13 years respectively.

As no other Governors indicated an interest in the role of Chair, Mr Hawes was **agreed** as Chair for the coming year.

## 1.6 To elect a Vice-Chair of Governors for the academic year 2019/20

As no other Governors indicated an interest in the role of Vice-Chair, Ms Dalton was **agreed** as Vice-Chair for the coming year.

## 2 Governing Body Membership & Administration

### 2.1 To review and agree the Governing Body Terms of Reference

Governors reviewed the previously circulated Terms of Reference.

The Governing Body **agreed** the Terms of Reference with no changes for the coming year.

### 2.2 Membership of the Governing Body and Committees

Governors **noted** the resignation of Co-opted Governor Emma Kingsley.

Hannah Trickett, who had attended the last meeting as a potential Parent Governor, was no longer able to join the Board as she would be commencing a college course.

There was a Parents' Evening planned for the first half of the spring term and this would be used as an opportunity to recruit Parent Governors. There was also to be a Speech and Language Parent Workshop on Monday 2<sup>nd</sup> December.

**Action:** Head Teacher to progress recruitment of Parent Governors.

Governors **noted** that there were vacancies for Co-opted Governors. The Chair and Vice-Chair had identified two possible candidates; however one had been unwell on the day of the meeting and the other had decided to defer joining until the following academic year due to pregnancy. Inspire Governance had also put forward one further candidate for Co-opted Governor.

**Action:** Vice-Chair to manage identifying potential Co-opted Governors, with all Governors' assistance.

## 3 Minutes of the Last Meeting and Action Taken

### 3.1 To agree the minutes of the meeting held on 17<sup>th</sup> June 2019

The minutes of the meeting of 17<sup>th</sup> June 2019 were **agreed** by Governors as a true record and signed by the Chair, subject to the amendment below:

'Francis Jessie' should read 'Frances Jessie'.

### 3.2 **Matters arising**

Any matters arising were covered elsewhere on the agenda.

### 3.3 **Any urgent action taken since the last meeting**

There was no urgent action to report.

## 4 **Main Business**

### 4.1 **Receive the Annual SIP Report – Helena Burke**

This item was taken at the start of the meeting.

Governors reviewed the previously circulated SIP Report from the visit of 13<sup>th</sup> June 2019 and the Annual Summary. Ms Burke drew particular attention to the following from the summary report:

- The school was enabling the children to pick up the accreditation that was right for them.
- Every student completing Key Stage 4 had achieved accreditation across a broad and balanced range of 9 subjects plus smaller ASDAN courses in Beliefs & Values, Geography and History.
- GCSE Chemistry had replaced BTEC Applied Science this year and all but one student of 11 gained grades 1-3.
- Only one student achieved grade 3 in GCSE English, Maths and Science, however this achievement was a first for the school.
- Two children had left the school after KS4, however the remaining 18 of the cohort had stayed into 6<sup>th</sup> Form.
- Of the 6<sup>th</sup> Form students, all 19 in the cohort progressed on to external courses.
- Stamina in Writing had improved from the previous year.
- There was an effective CPD programme for staff, which showed results in the classroom.
- There was a very slight drop in attendance from the previous year, but this remained good and was closely monitored.
- The Pastoral Support Team had a positive impact on students' ability to manage their own behaviour.
- Training for TAs had taken place, enforcing professional boundaries and positive interaction with students.
- Work was being done to ensure sustainable leadership, and the school was becoming more familiar with the New Ofsted Framework.
- Priorities for 2019/20 included:
  - Linking good practice in teaching more closely with developments in assessment and ensuring curriculum is well understood by all.
  - Developing the wellbeing and personal development of the students further through the effective use of the WAMHS project and the Pastoral Support Team.
  - Developing best practice at 6<sup>th</sup> Form across all providers.

**Question:** What are the main weaknesses?

**Answer:** Not all providers at 6<sup>th</sup> Form are giving the quality we want. Also, tying in the work of the Pastoral Team in with the WAMHS project.

The Head Teacher explained that three providers were being used this year at 6<sup>th</sup> Form: BSix, ELATT and New City College. The students were attending these for two days per week. There was a high level of involvement from the school to ensure progress, however there could be even better progress if the provision was stronger. The school was exploring alternative providers.

Ms Burke explained that the school was working on trying to make the Pastoral provision more sustainable and less focussed on personal relationships. Also, there was work being done on developing a stronger connection with PHSE.

**Question:** Was it difficult to recruit to the Pastoral Team?

**Answer:** We were going to recruit but the candidate went into teacher training. The post is being filled by a contract for this year.

**Question:** Why was there need for TAs to enforce professional boundaries?

**Answer:** This was to ensure students understand that TAs are part of the school but are still able to talk freely to the TAs if they have concerns. It will also help avoid conflicts of interest.

**Question:** Are the priorities on the School Development Plan?

**Answer:** Monitoring process, Pastoral support and a pre-year for supported internships could all be included in more detail.

**Question:** How is the agenda for the SIP visits set?

**Answer:** The agenda is a two-way process. One visit has already happened for this year.

Ms Burke left the meeting at this point.

#### 4.2 School Development Plan (SDP)

Governors reviewed the previously circulated Impact Report for the SDP 2017/20. The Head Teacher drew particular attention to the following:

- The plan detailed where the school was but also next steps.
- Monitoring and Evaluation points included improving systems to report on the wider curriculum, developing a Stormont House Baccalaureate and developing a whole-school careers strategy incorporating the Gatsby Benchmarks.
- The school was looking at mid-long term outcomes of EHC Plans for students aged 14+.

The Head Teacher gave a presentation on thoughts for the SDP for 2020/23 as follows:

- Priorities revolved around three main strands of APE Curriculum, Visible Learning and Wellbeing.
- Curriculum priorities would ensure the wider curriculum was taught, with adequate consideration to inclusion and personalisation. This would include EHC Planning and a pre-supported Internship pathway as part of Preparing for Adulthood.
- Visible Learning would now bring the practice of teaching together including TL&A and R&D, as well as using data meaningfully. This was to improve efficiency and effectiveness.
- Wellbeing included that of Staff and Students.
- Priorities were also recognised as falling in to three categories of Resources, Parent/Carer and Student.

The presentation was discussed by Governors.

**Question:** How do we map the current SDP on to a new one and decide what to keep and what to drop?

**Answer:** This will be discussed with the Chairs of the Committees and then decided in Committee meetings. The SDP could be colour coded to indicate what is new, continuing or dropped.

Governors **agreed** the outline SDP for 2020/23 in principle, subject to receiving a detailed document to sign off.

**Action:** Head Teacher to present completed School Priorities Document and SDP for 2020/23 at March 2020 Board.

#### **4.3 To note Pupil Progress Data**

Governors **noted** the previously circulated summaries for KS4 Accredited Outcomes, KS4 Progression and KS5 Progression. These were taken as read.

#### **5 Head Teacher's Report**

Governors **noted** the previously circulated Head Teacher's Report. This was taken as read as the content had been covered under other agenda items.

The Head Teacher explained that the report would be redesigned in a different format. The Chair suggested the newsletter items could be an appendix. Authorised Paid Leave figures from the Staff Absence item could also be clarified.

#### **6 Reports from Committees and Working Parties**

##### **6.1 Resources Committee**

Governors **noted** the previously circulated minutes of the Resources Committee meeting held on 4<sup>th</sup> November 2019, which were taken as read.

##### **6.2 Teaching and Learning Committee**

Governors **noted** the previously circulated minutes of the Teaching and Learning Committee meeting of 14<sup>th</sup> October 2019, which were taken as read.

##### **6.3 Strategic Leadership Group**

It was **noted** that the Strategic Leadership Group had not met.

#### **7 Policies for Ratification/Approval**

##### **7.1 Revised Child Protection and Safeguarding Policy**

Ms Jessie explained updates made to the Child Protection and Safeguarding Policy as follows:

- A revised explanation of the Safeguarding team to include SEN Lead.
- Keeping Children Safe in Education 2019 was referred to.
- Clarity was given around managing allegations about staff.
- Inclusion of upskirting and peer on peer abuse.

A new template for the policy was also being investigated.

Governors **agreed** the revised Child Protection and Safeguarding Policy.

#### **8 Urgent Business**

##### **Safeguarding**

A Safeguarding training session and Safeguarding Report would be included in the March 2020 Board.

#### **9 Dates of Future Meetings**

Governors **noted** the dates of future meetings as follows:  
Monday 23<sup>rd</sup> March 2020

Monday 15<sup>th</sup> June 2020  
**All meetings start at 5:30pm**

The meeting closed at 7.17pm

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**Signed: Chair of Governors**

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**Date**