

**Minutes of the meeting of the Governing Body of
Stormont House School held at 4pm on Monday 5 October 2020 by videoconference**

Membership:

Name	Role	Term of Office
Mr Bernard Hawes	Co-opted Governor – Chair	25/11/2019-24/11/2023
Ms Lynn Dalton	Co-opted Governor – Vice-Chair	25/11/2019-24/11/2023
Mr Kevin McDonnell	Head Teacher	Ongoing
Ms Beatrice Andrews	LA Governor	25/03/2019-24/03/2023
Ms Rhiannon Eglin	Co-opted Governor	05/10/2020-04/10/2024
Ms Katie Foster	Staff Governor	12/09/2016-08/12/2020
Ms Dot Hodgson	Co-opted Governor	20/03/2018-31/07/2022
Ms Hannah Lilley	Co-opted Governor	01/11/2016-01/11/2020
Ms Claire Napier	Staff Governor	01/09/2019-31/08/2023

Present:

Mr Bernard Hawes	Co-opted Governor – Chair
Ms Lynn Dalton	Co-opted Governor – Vice-Chair
Mr Kevin McDonnell	Head Teacher
Ms Beatrice Andrews	LA Governor
Ms Katie Foster	Staff Governor
Ms Dot Hodgson	Co-opted Governor
Ms Hannah Lilley	Co-opted Governor
Ms Claire Napier	Staff Governor

In attendance:

Ms Grainne Hylton	School Business Manager
Ms Frances Jessie	Deputy Head Teacher

Clerk:

Ms Nyree Hughes	HLT Governor Services
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SUMMARY OF OUTSTANDING ACTIONS

Date	Details
25.03.19	Chair to undertake a Safeguarding visit to the school to look at the programmes available around knife crime – Action completed
25.03.19	The Teaching and Learning Committee to look at what is delivered on knife crime through the curriculum. Committee to report to March 2020 Board – Action completed
25.11.19	Head Teacher to arrange Safeguarding training and Safeguarding Report for March 2020 Board – Action ongoing (in progress). Report being finalised

15.06.20	Head Teacher to circulate link to Hays online training – Action completed
06.07.20	Ms Andrews and the School Business Manager to update Parent Governor information and commence recruitment in autumn term – Action ongoing
06.07.20	Clerk to circulate Ms Eglin’s application for Co-opted Governor with finalised minutes – Action Completed
05.10.20	Ms Dalton to provide details of the Teaching and Learning Committee dates to Ms Eglin.
05.10.20	Head Teacher to share the school’s and the LA’s Coronavirus operating procedures with Governors
05.10.20	Clerk to include membership and Terms of Reference of Board and Committees on November agenda

The meeting started at 4pm.

1 Attendance

1.1 Welcome

The Chair welcomed all attendees to the meeting. All Governors were present.

1.2 Declarations of Interest

There were no new declarations of interest.

1.3 Register of Pecuniary Interests

There were no declarations of pecuniary interest.

2 Minutes of the Last Meeting and Action Taken

2.1 To agree the minutes of the meeting held on 6th July 2020

The minutes of the meeting of 6th July 2020 were **agreed** by Governors as a true record, subject to the amendments below:

Page 2: The word ‘for’ was struck through and should be removed from the first paragraph of item 3.

Page 3: The word ‘this’ was struck through and should be removed from the third question of item 4.

Page 5: ‘Term commenced officially on 3rd September’ should read ‘Term would commence officially on 3rd September’.

Page 5: ‘Are we happy with provision from colleges’ should read ‘Are we happy with the provision from colleges’.

2.2 To note outstanding matters and agree carry forward items Governor Recruitment

Potential Co-opted Governor Ms Eglin was present at the Board, following a meeting with the Chair, Vice-Chair and Head Teacher to discuss the vacancy.

Governors **agreed** the appointment of Ms Eglin as Co-opted Governor for a term of four years.

Ms Eglin was interested in joining the Teaching and Learning Committee.

Action: Ms Dalton to provide details of the Teaching and Learning Committee dates to Ms Eglin.

There had been some interest from potential Co-opted Governors over the previous year, however their availability had then changed before joining the Board. Ms Dalton was currently arranging a meeting with Dayo Okewale, who was interested in the role. There was also one other potential candidate.

Parent Governor recruitment was in progress but had not produced any interested parties yet. It was harder to communicate with the parents during the current pandemic situation. There were two online events with parents in the coming weeks and these would be used to promote the opportunity.

See also updated actions chart above.

3 Any Urgent Action Taken since the Last Meeting

There were no urgent actions taken.

4 Main Business

4.1 Briefing on opening the school for all pupils under Covid-19 guidance

Governors noted the previously circulated Head Teacher's Report, covering the previous term, and the Keeping Safe in School Protocol.

The Head Teacher explained that the whole school of 136 pupils was currently operating as one bubble. Within this bubble, KS3 was distancing from KS4 and KS5 for entering and exiting the school and moving around during the day. Teachers were also moving to the relevant pupils' classrooms where possible to minimise the numbers of people mixing. There were marked routes within the school and the corridors and classrooms had automatic hand sanitisers. Staff had been given more space in class. It had not been possible to give teachers 2m and pupils 1m of space, however the school was not required to do this.

Summary assessments were sent by the LA every month and were reviewed and returned. Individual assessments were also being completed. There had been no positive cases. The school was also clear on what the procedure was if a case did occur and had a script to use for pupil, parents/carers and other stakeholders.

Action: Head Teacher to share the school's and the LA's Coronavirus operating procedures with Governors.

Some staff were currently in quarantine due to track and trace cases or where a household member was displaying symptoms. This was creating pressure on staff and budget but not overwhelmingly so. Recent changes in the Government guidance now required the school to provide high quality remote education in the case that a student was quarantining.

The Head Teacher further reported that there had been fewer cases of anxious parents than had been expected. One pupil was not attending school due to transport related issues and another had been moved to mainstream education due to their parents' wishes.

Question: What is the attendance figure?

Answer: 93.4% for the school, beating 88% overall in mainstream schools. The Government has again changed how attendance is recorded to distinguish Covid-19 absences from other types.

Question: What is the procedure if there is a confirmed case within the school community?

Answer: There is a DfE helpline to call. An Official will then discuss the case and advise on what should be done. One recent example in a secondary school had involved going through seating plans and break arrangements to ascertain how far the infection might have spread. Another school was asked about their teaching model and then quarantined the front row of pupils. The difficulty would be if the DfE quarantined a lot of the school or if there was a 50/50 split of pupils at home and at school.

4.2 Year 11 Pupil Attainment 2019/20

Governors reviewed the previously circulated KS4 Outcomes Report.

The Head Teacher explained that of the 22 pupils that were in the 2020 KS4 cohort, 20 of them had achieved passes in the nine larger accredited courses, and a further two pupils had passed eight of those courses. The new Art and Design GCSE had been passed by 12 pupils and GCSE Chemistry by 10 pupils. The cohort had seen some pupils make huge amounts of progress.

Centre-assessed grades had been decided by looking at prior attainment and knowledge of classwork. This was then moderated by the subject leads and again by Ms Foster. The Art coursework was used for grading as per guidance, however the grades may have been lower if the exam had taken place.

The Head Teacher further explained that there could be other decisions to be made in future in terms of BTech, for example changing from the award to a certificate if pupils do not complete enough units. There were no current plans to change any accrediting bodies. The school would continue to offer English, Maths, Science and Art GCSEs.

There was an ongoing push to bank reliable data that might be used for any future grade assessments. There would be functional skills exams in December and mock exams were scheduled for January. Completion and moderation dates for non-exam subjects had been brought forward, some now being as early as December where they might have originally been around May 2021.

Year 8 to 12 assessments would be made during the autumn term. Year 7 would be assessed in English and Maths only this term.

Question: How many Year 11s arrived after Year 7 in the current cohort?

Answer: There may have been one.

Question: For those taking entry level certificates and GCSEs, when they stay on at the school what do they do?

Answer: If they stay on then they can do GCSE resits in Year 12. In KS 4 they will do entry level certificates, GCSEs and also functional skills. In Year 12 they will progress to the next level from whatever they completed in Year 11. Functional skills is a focus and consists of English, Maths and ICT.

Question: Some pupils achieved Entry Level 3 but didn't take GCSEs. Why was that?

Answer: Some couldn't achieve GCSE standard as they were not working at that level.

Question: Was this the case for Food Technology and DT?

Answer: Food Technology is only offered at level 2 and DT is a new subject and there was no support to cover level 2 in the workshop.

4.3 Agree SDP Priorities 2020/21

Governors reviewed the previously circulated mind map for School Priorities 2020. The Head Teacher explained that the two categories of risk reduction and contingency planning were effectively one half of what staff were currently required to cover, with curriculum, wellbeing and broader staffing considerations being the other. Staff were therefore operating to capacity during the pandemic situation.

Considerable time was currently being spent ensuring systems were up and running, visiting classrooms, and putting in place interventions for students depending on their different starting places.

If there were two confirmed Covid-19 cases in the school at any time this would be classed as an outbreak and a team would then come into the school to investigate. Ten schools in Hackney had suffered cases in the previous week.

Teachers had to make the decisions on what grades would be fair to award pupils in terms of what they had achieved. There was continued focus on emotional and mental health for staff and students, particularly with the current conditions being particularly tiring. Schools would be expected to stay open in the Government's recently introduced three-tier system.

Pupils had not been in school while the events around Black Lives Matter (BLM) had unfolded earlier in the year. A cross-section of staff would be looking at this subject in a considered way from an equalities and diversity perspective using the momentum of the BLM movement. A self-selected group of staff would be discussing the ToRs of that body the day following the Board meeting.

The school was exploring a more efficient way to track who and what was available during the Covid-19 period particularly in terms of staff welfare and quarantining and financial help through grants and other funding resources. Significant recruitment processes would also take place during the term.

A plan with timescales and actions as to what could be achieved would be developed. Original timescales for some developmental aspects would need to be extended from what had originally been envisaged.

Question: There was talk of longer half terms but this has gone quiet.

Answer: The DfE decided not to do this. The leadership team will try to rest over half term.

Ms Andrews left the meeting at this point.

5 Dates of Future Meetings

The Chair proposed dates for future Governing Board meetings of 23rd November 2020, 15th March 2021 and 21st June 2021.

These dates would be considered accepted if there were no clashes flagged by Governors over the following two weeks.

6 AOB

Recruitment

The Head Teacher explained that Ms Foster would be going on maternity leave in January. Ms Jessie would be leaving the school at the end of the autumn term. The maternity cover for Ms Foster would be advertised internally and the position of Deputy Head Inclusion and Safeguarding advertised externally.

The Head Teacher thanked Ms Jessie for all she had done for the school over her seven years of service. The Chair echoed these thanks on behalf of Governors and wished her all the best for the future.

Ms Lilley would be moving back to Australia shortly and would not be available for the November meeting. The Chair thanked Ms Lilley for her hard work and skill in engaging with the pupils.

Membership and Terms of Reference of the Governing Board and Committees would be discussed in the November Board.

Action: Clerk to include membership and Terms of Reference of Board and Committees in November agenda.

The meeting closed at 5.17pm

(Signed) 
(Chair of Governing Body)

05/02/2021

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Signed: Chair of Governors

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Date