

**Helsby High School
Governing Body Meeting
Monday 27 June 2016
5.00pm School Library**

Present

LA Governor

Mrs F Miller

Parent Governors

Ms J A R Hunt Chambers
Mr A Wheeler

Staff Governors

Mr J Dowler
Mrs D Jones
Mrs K Lindop

Headteacher

Co-Opted Governors

Mrs B Ratcliffe
Mr C Jennings
Mr T O'Neill
Mr R Hyde
Dr A Reeves
Mr A Gardiner
Ms G Fullbrook

Chair of Governors

Also Present

Mrs S Parr
Mrs S Warburton
Mrs C Goodwin
Mrs G Cairns
Mr I Deveraux Roberts
Mrs M Porter
Mr M Vickers

Deputy Headteacher
Deputy Headteacher
Clerk
Associate Member
Associate Member
Associate Member
SBM

Apologies

Dr A Morley
Mrs J Cawley Gelling

Apologies

G15.39 Apologies were accepted as above.

Conflict of Interest

G15.40 There were no conflicts of interest.

Disclosures of Interest

G15.40 There were no disclosures of interest.

Minutes

G15.41 To confirm and sign Part 1 minutes of the Full Governing Body Meeting held on Wednesday 16 March 2016.

Resolved:

That the minutes of the full Governing Body Meeting held on Wednesday 16 March 2016 be signed as a true and accurate record.

Matters arising from the Minutes

G15.42 There were no matters arising.

Part One Reports from Committees

G15.43 Governors received reports from the following Committees:

- Finance Committee – Monday 25 April 2016
- Premises Committee – Monday 9 May 2016
- Staffing Committee – Monday 16 May 2016
- Achievement and Curriculum Meeting – Wednesday 8 June 2016
- Welfare & Safeguarding Meeting – Wednesday 15 June 2016
- Community Committee – Wednesday 22 June 2016

Resolved:

- Finance Committee Minutes from Monday 25 April 2016 be agreed as a true and correct record and signed
- Premises Committee Minutes from Monday 9 May 2016 be agreed as a true and correct record and signed
- Staffing Committee Minutes from Monday 16 May 2016 agreed as a true and correct record and signed
- Achievement and Curriculum Minutes from Wednesday 8 June 2016 be agreed as a true and accurate record and signed
- Welfare and Safeguarding Committee Minutes from Wednesday 15 June 2016 be agreed as a true and correct record and signed
- Community Committee Minutes from Wednesday 22 June 2016 be agreed as a true and correct record and signed

G15.44

Matters arising from the Minutes

Chair of Governors advised Governors that upon receipt of minutes any matters arising ought to be raised with the Chair of the relevant Committee.

Resolved:

That the information be received.

G15.45

School Status

Headteacher presented a report to Governors entitled: Helsby High School – consideration of future status given national and local considerations). The report offered a key question for Governors to consider as follows: 'How can Helsby High School best collaborate with others in a strong and resilient structure to ensure that each child is a powerful learner and that adults have the opportunities to learn and develop as teachers and leaders?'

Headteacher asked Governors to consider:

- Your school or groups vision & ethos
- Which other schools or groups share that vision and ethos
- How you might work with those schools or groups more effectively
- Whether you'd like to enter into a formal partnership with those schools or groups
- What form that partnership might take
- Whether that will require converting to academy status

A Governor group met on 10 June 2016 and felt that there are 6 possible alternatives for Helsby High School that we may wish to consider and carry out a risk assessment on each and then consider the ideas identified by Governors in the Autumn term 2016.

1. Remain as a LA controlled Community School
2. Form Multi Academy Trust status on our own with potential to grow
3. Form a Multi Academy Trust with partner primary schools
4. Form a Multi Academy Trust with another secondary school
5. Join another external multi academy trust who shares same educational philosophy
6. Staged approach

- Governor asked did we know the current views of the local primary schools?
- ✓ Headteacher responded that strong partnerships do already exist. A number of Partner Primary Headteachers have indicated that their GB are considering various options. It is important to offer continuity of learning and support.
- Governor asked of the timeline for any changes.
- ✓ Headteacher said that it would be wise to make a start by talking to other Headteachers and assess pros and cons.
- Governor asked 'what part were the LA were playing in this'?
- ✓ The LA are putting on various information events and are asking schools to consider options.

Resolved:

That the information be received. Governors are asked to consider the possible benefits and drawbacks of each of these alternatives and forward these to the Clerk by Thursday 10 September 2016. These responses will then be collated by the Governor group and then brought to the Full Governing Body.

Headteacher to inform staff of discussions in parallel with Governors. Clerk to send copy of the relevant section of the white paper regarding academy status to Governors.

The MAT position paper to be shared with our Partner Primary Schools.

All GB/
Head/
Clerk

G15.46

School Development Planning (2016-19) Strategic Paper

Headteacher presented document to the Governors which highlights school aims and key priorities for 12016-17.

- Governor asked of the process used to identify the priorities?
 - ✓ Headteacher advised that priorities were identified following department development planning, Raise On Line data, Dashboard data, FFT and self-evaluation summaries. School Evaluation Summaries had gone to sub-committee meetings since March 2016.
- Governor recommended having strategic intent from students included in the top SDP priorities.

Resolved:

That the information be received.

Governor link visits to be added to plan.

Student strategic intent to be added to plan.

Head

G15.47

Curriculum Update

Deputy Headteacher presented update to Governors regarding the following areas:

- Timetable for new academic year
- Changes as a result of the 2015-16 Curriculum Review in KS 3 and KS4
- Curriculum Audit of available Teaching Hours
- Reduction in Contact Time
- Part Time Requests
- Year 10 Option Blocks for 2016-17
- Year 12 Option Blocks for 2016-17 based on preliminary choices in February 2016

Resolved:

That the information be received.

G15.48

Schools Bulletin April and June 2016 editions

Chair referred Governors to pages 7, 8 & 9 of the Schools Bulletin April Edition regarding School Status, and page 10 which offered interesting website addresses. The June edition offered updates on the white

paper regarding school inspections on page 6 and on page 9 an article regarding disabled children would be a worthwhile read.

Deputy Headteacher advised Governors that an improvement in child protection services had been introduced called iArt. Previously known as CART/ESATT.

Resolved:

That the information be received. Governors

G15 .49

SFVS – (Schools Financial Value Standard) 2016-17 Update

School Business Manager (SBM) advised Governors that the SFVS had been submitted by 31 March 2016.

Resolved:

That the information be received.

G15.50

Finance Update

School Business Manager (SBM) presented an update on expenditure dated March 2016.

Governor asked if the Governors could take another look at the national living wage v local living wage?

SBM advised only mid-day assistants on national living wage.

Resolved:

That the information be received.

Further discussion regarding the national v local living wage to be added to Staffing Agenda in Autumn term.

Clerk

SBM to look at differential across the whole school and the impact on expenditure if local living wage were implemented.

SBM

G15.51

Headteachers Report Part 1

Headteacher presented Headteachers report to Governors covering the following:

- Number on roll
- Attendance
- Exclusions
- Safeguarding
- Finance/Budget
- Staffing
- Promotion and Marketing
- Partnerships
- Community Links
- Educational Visits
- Premises/Health and Safety
- Alex Tattersall

- Governor asked what is the national average attendance?
- ✓ This was indicated on reports presented to the Governors Welfare Committee.
- Governor asked in light of the recent high court case regarding Fixed Penalty Notices what advice is being given to students.
- ✓ Deputy Headteacher advised that same procedure still in place until CWaC seeks advice from their Legal Team.

Resolved:

That the information be received.

G15.52

Safeguarding Issues Update

Deputy Headteacher presented an update to Governors regarding the following:

- Safeguarding Training at HHS
- School Counsellor
- Inhalers in School
- Students being educated off site
- School Nurse
- Site Security
- CIC Support
- Referrals 2015/16
- Prevent Update
- PC/PCSO support
- Amy Winehouse Trust
- Operation Encompass

Deputy Headteacher invited Governors to a Prevent training course on Tuesday 5 July 2016.

Governor asked if the Prevent training was suitable for parents. Deputy Headteacher informed Governors that an E Safety Evening planned for 29 June 2016, Prevent areas not currently part of the programme, but could be incorporated in the future.

Resolved:

That the information be received.

Clerk to invite Governors to Prevent training 5 July 2016.

Clerk to forward to all Governors Amy Winehouse Programme flowchart.

Deputy Headteacher to ask ICT Manager regarding Prevent within E Safety training.

Clerk/
SPa

G15.53

Link Visits by Governors Update

Link Visit update and reports to Governors from the following departments were presented:

Science, English, Maths, Work Related Learning, 6th form and DT.

Resolved:

That the information be received.

G15.54

School Policies

The following policies were presented to Governors for adoption following ratification from the recent sub-committee meetings:

- Pecuniary Interest Policy
- Teacher Appraisal Policy 2016-17 including framework
- Continuing Professional Development Policy
- CWAC/HHS Adoption Policy
- CWAC/HHS Maternity Procedure – Support Staff
- CAWC/HHS Maternity Procedure – Teachers
- CWAC/HHS Paternity Procedure
- Medical Conditions at School Policy
- Sex & Relationships Education Policy

Resolved:

That the above policies/procedures be adopted.

G15.55

Governor Meeting Dates 2016-17

Resolved:

Clerk to forward Governor meeting dates to Governors as soon as other changes have been input to the school calendar.

Clerk

G15.56

Any Other Business

Headteacher informed Governors that members of the National Union of Teachers may take industrial action on Tuesday 5 July 2016.

Actions	Whom	Date to be Completed
Governors are asked to consider the possible benefits and drawbacks of each of the school status alternatives and forward these to the Clerk by Thursday 10 September 2016	All Governors/Clerk	10 September 2016
Headteacher to inform staff of discussions in parallel with Governors, regarding School Status.	Headteacher	Autumn term 2016
Clerk to send copy of the relevant section of the white paper regarding academy status to Governors.	Clerk	ASAP
Governors agreed for the MAT position paper to be shared with our Partner Primary Schools.	Clerk	Autumn term 2016
Clerk to forward to all Governors Amy Winehouse Programme flowchart.	Clerk	completed
Clerk to forward Governor meeting dates to Governors as soon as other changes have been input to the school calendar.	Clerk	Summer term
Clerk to invite Governors to Prevent training 5 July 2016.	Clerk	Completed
Deputy Headteacher to ask ICT Manager regarding Prevent within E Safety training.	SPa	Autumn term 2016
Further discussion requested regarding national v local living wage to be added to Staffing Agenda in Autumn term. SBM to look at differential across the whole school if local living wage were implemented.	Clerk SBM	Autumn term 2016 Autumn term 2016