

**Minutes of the Meeting of Oastler's School
Full Governing Body
held on Monday 23 January 2017**

Meeting commenced at 4.40pm

Present: Lyndsey Brown (Head), Carol Edwards (CE), Charlie Jones (CJ), Rahat Khan (RK), Sue Mawson (Chair), Shazia Qureshi (SQ), Ed Sherrtt (ES), Kevin Taylor (KT), Sue Woolmore (SW).

In Attendance: Ray Sutcliffe (Deputy Head, RS), Linda Thompson (Clerking Service)

32/16 Welcome & Introductions

Chair welcomed governors and introduced Sue Woolmore to the meeting. Sue has a wealth of experience in safeguarding and child protection; Sue visits school regularly and is currently providing training for staff. Governors agreed that there would be no conflict of interest with being a governor and Sue's role in school.

Chair therefore proposed that Sue be appointed as a co-opted governor to the governing body, all governors agreed and Sue was duly appointed.

Chair also welcomed clerk to the meeting who is minuting the meeting instead of Gill Jennison who is currently off sick. Head to send a card to Gill on behalf of the governing body.

33/16 Apologies for Absence and their Acceptance

There were no apologies for absence; the absence of Carl Walker was noted.

34/16 Any Other Business and requests for agenda order variations

None

35/16 Declarations of Interest for Items on this Agenda

None

36/16 Co-option of New Governor

Dealt with in Item 32/16.

37/16 Minutes of the previous meeting held 5 December 2017

The minutes were agreed as a true and accurate record of the meeting and signed by the chair.

38/16 Matters arising from these minutes not on the agenda

Governors went through the Governors Actions Tracking Log and Chair reported on updates. Head confirmed that Learners will attend the next full governing body meeting. All governors have now completed the Pecuniary Interest Form and the Register of Interests form. Clerk to send copies to SW to complete. Pen Portraits have now been written and uploaded. Link to the new Governors Handbook had been sent to all governors.

Highlighted actions include:

- **Upload governors' minutes to school website**

This has now been done and will be an on-going action following the approval of

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Date: _____

Action

Head

Clerk

- each set of minutes. Head demonstrated to governors how to access the governor's area of the website.
- **Governors' pen portraits for school website**
Pen portraits have all now been added, and governors agreed that they did not feel it appropriate to have their photographs on the website alongside the pen portraits.
- **E-safety award**
Oastler's is in the process of achieving the E-Safety 360 Degree Award. However one piece of work that the lead person needs to do is provide evidence and demonstrate what governors do in terms of safeguarding across the district. A meeting has to be arranged to talk through this and gain the evidence. It was agreed for SQ, SM, RK and CE to meet with the lead person on Monday 6 February at 3.00pm. Head will email other governors for contributions.
- **Links with CAMHS**
This will be discussed in the headteacher's report.

Head

41/16 **Pupil Progress Against Targets**

Ed Sherratt introduced this item to run alongside his written report that had been sent to governors.

ES explained to governors how the data is gathered and tracked in school starting with what their baseline assessment was on arrival in school. A target is set for all learners of 20 points progress, four steps a year. There is not much progress made in the first term but then this greatly increases. Data is collected six times a year to check the progress of each learner and accelerated progress is ordinarily made from Christmas onwards. When inspected school will be judged on the cohort that started in Yr6 when the school opened.

Governor expressed concern that the whole school would be judged on this particular cohort; cohorts following will be different as they are working in a well-established school. Head reassured governors that there is a full explanation behind progress and attainment for each individual learner.

Chair commented that this will be the first cohort that will have gone through the whole school and they will take their GCSEs next year. There is a lot that can be learned from this cohorts journey.

A meeting is held with the SECO each week to see if any learners require any further or new interventions.

Head is looking at the cost of having a psychologist on site one or two days a week. The Psychology Service only offers three sessions a year and this is not enough for this school. Some of the work could be done by students or in-house but would still need to be ratified by the psychologists. It would cost around £18k to introduce this.

Q: Are there similar schools in this situation? William Henry Smith is a similar but independent school and 20% of their charges are for therapies. £52k is spent at Oastlers on therapeutic interventions and school is asking CAMHS if they can offer any support towards funding some of this. Budgets are due to be reduced by 1.5% going forward which amounts to around £20k.

An agreement has been secured with Sheffield Hallam University to provide student

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artists on site for three days a week. Head will look into finding something similar for music.

Q: Can this be done for the education psychologist? No, SENCO has done a number of the courses to provide things in-house but things still have to be rubber stamped by the psychologists.

A group of children are coming in to Oastlers for therapy which they are currently receiving free of charge. This is a pilot project to see how it works and then decide if it could be a chargeable service in the future; as yet the impact is not yet known.

Governors discussed and agreed that the school needs to be promoted more to enable people to understand what the school offers. Governors suggested inviting the local MP to visit; he is also the Education Portfolio Holder, and Cllr Susan Hinchliffe, Leader of the Council. School and governors will look into the idea of holding a celebration event in the summer. Learners can be invited to talk to guests about their time here at Oastlers and about how far they have moved on.

Thanks were extended to ES for his presentation for prompting a good debate amongst governors.

39/16 Headteacher's Report

The written report had been distributed to governors and head gave an update and invited comments and questions.

Overall Effectiveness:

Oastlers has a new partnership with the Girls Muslim School in Clayton. There are currently only five girls in Oastlers and they need to interact with other girls. They will enjoy activities that will support the development of self-esteem as well as bringing together young people of very different cultures and life experiences in a positive way. Girls from Oastlers will visit the Girls School to do a bake off session.

Q: Is there the opportunity for collaboration for sharing lessons and expertise?

No, this is purely a girls school with only female staff. We need to think carefully about the Girls School visiting Oastlers as they will have no interaction with male staff members or male learners. They are a very devout boarding school and so the visit will have to be planned very carefully. Oastlers networks with a lot of other schools but this one is quite special. The relationship with Primary PRU is very robust and there is good transition plans in place to receive their children in May.

Teaching & Learning:

Q: Who does the lesson observations? This is done by Head, Deputy Head, and Assistant Heads. There is also a clear criteria document in place for inclusion staff to work to and these observations will be carried out by Janine Fairburn.

There are three clear focuses this year: Term 1 – Behaviour and Safety; Term 2 – Assessment and Planning; Term 3 – Feedback and Marking/Peer Assessment. For Term 1 there are only three criteria in this section of the document making it easier to get outstanding than the other areas. Assessment and planning is a lot harder to achieve outstanding.

Q: Does behaviour look at sanctions? Yes it does, Head demonstrated to governors how the system works using the sanction board in the classroom.

This term will concentrate on drilling down on individual learning journeys ensuring each

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child is aware of what step they are on. Head explained to governors how the 'Steps to Success' system works.

Sixth Form:

A twilight session is being organised for careers advisers to come into school and get an idea of what is on offer for the Sixth Form provision as numbers are low and sixth form may be sacrificed if the proposal to bring in Yr6 learners goes ahead.

SMSC:

Q: Additional funding has been secured from Tesco for a 'Let it Grow' project, is this something that learners could talk to governors about? This is a parent/carer led initiative for the community as a whole rather than school. £8k has been received to produce vegetables which will then be boxed to be distributed in the community. In-Communities are involved and learners will have their input by making the boxes. This project will start in March. Organisers will either be invited to speak to governors about the project or to attend the celebration event in the summer.

Chair had attended the Oastlers Got Talent event and commended learners on another good show; Chair asked head to pass the congratulations of governors on to the pupils.

Conversion to Academy:

Q: Is there any development of the MAT/deficit situation? There is no progress yet and Head is exploring further options. Head has approached David Horn at Beckfoot Multi Academy Trust but there is a waiting list for schools wanting to join. Head is also opening dialogue with Southfield Grange MAT.

Head received a visit from Breckenbrough Quaker School in North Yorkshire who are keen on a collaboration with Oastlers. Head will keep governors updated with any developments.

42/16 Safeguarding

Report from CE had been distributed to governors and was discussed. CE had met with Head to talk through her role and what responsibilities Head has in school for safeguarding.

Safeguarding is a high priority at Oastlers. There are two groups who meet regularly – safeguarding and OASIS.

Q: What is the difference between the committees? The safeguarding group meet to discuss any 'causes for concern' which can be submitted by a member of staff, learner or parent/carer. Any causes for concern will be dealt with on the day by the schools lead for child protection Joanne Taylor (JT). That case will then be directed to the schools safeguarding group that meets weekly on a Thursday to manage any causes for concern; the group will then refer where necessary eg to play therapy.

The progress of each individual case is tracked by the OASIS group, who meet once a week on a Monday. They will then report back to the safeguarding group on progress and outcomes.

CE had talked with JT about her role and her work load and the type of issues that get referred which vary hugely. A majority of the issues start at home and then these are dealt with in school.

KT reported that the Safer Schools Officer, John Cole had applied to be a police driver trainer. He had attended the course which he has now passed. His move has been

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Head

blocked for now, until a new Safer Schools Officer is in place, so is back in school. 10 officers have been interviewed for the position in the last week and a replacement should be identified very soon. The Superintendent has agreed that once the new officer is identified they can be deployed into school immediately. KT commented that some of the applicants are exceptional and extremely experienced. There is more than one candidate who will fit the role perfectly and KT will discuss this further with Head. Once in place the officer will be invited to meet with governors and also invited to a coffee morning to meet with the parents.

CE and JT had discussed running a number of workshops for parents. JT is currently running a smoking cessation which is going well, and has also helped a number of the learners as well. Further workshops to be looked into for parents/cares will include: obesity and nutrition which will enable parents to encourage their children into a healthier lifestyle;

Q: How much of this is a drain on resources? None as a lot of multi-agencies are used to run these courses. JT will not run them all.

A further workshop will be held on Criminal & Sexual Exploitation (CSE) and Problematic Sexualised Behaviour (PS). CE is qualified to run this course and explained to governors what this was about. E-safety workshop will be run for parents/carers and KT is responsible for the Police Cyber Team who are providing training in schools across the district and could offer this support. JT is putting together a schedule for these workshops and dates will be sent to governors to attend any if available.

CE provided detail of the number and variation of causes for concern. Governor questioned the two concerns around radicalised language. Head reassured governors that anything to do with radicalisation is referred immediately. In these two instances there was no further action but all necessary agencies were involved. All incidents are very well documented and the safeguarding governor will monitor this and has arranged to meet with JT once a term.

Oastler's has signed up for CPOMS (Child Protection Online Monitoring System), which is an excellent system for recording individual concerns and incidents. The system will produce reports and graphs for individual learners. Head will look at reports that could be available for governors to bring to a future meeting to enable governors to understand the volume and complexity of cases in school and understand how issues are dealt with.

CE was thanked by governors for her informative update.

43/16 Budget Plans

The Statement of Pupil Premium strategy for 2016/2017 had been distributed to governors with the agenda. The Statement is now on the school's website. Chair commented that this is a very informative document showing how funding has been spend and the impact this is having. Governors need to read the document and to send any questions to Head.

40/16 School Improvement Partner Report

The report from the School Improvement Partner Visit to Oastler's on 11 January 2017 by David Thompson was circulated to governors with the agenda. Governors commented that this was a very positive report. The next visit will be in February and this visit will also form part of the Head's performance management review.

Chair commented that governors need to read and acknowledge the report and ensure they are familiar with any issues and recommendations that were raised within it. The

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governing body needs to continually challenge the head and senior leadership team to ensure that they have taken note of the recommendations and are acting upon them.

Q: When would be a reasonable time for governors to be updated on any recommendations in the report? David Thompson would expect at the next meeting that his recommendations have been addressed and acted upon. Following discussion head agreed to speak to David about writing a short update report for governors at the end of the year showing evidence that the recommendations have been put in place.

Governors need to be assured that where there are external recommendations that school has done something about it. Clerk to add to the agenda for the meeting on 15 February 'Update on Recommendations from SIP Report of 11 January 2017', alongside feedback from the 15 February meeting.

44/16 Induction and Support for New Governors

Governors had previously discussed about how to work better as a team. This meeting had generated some good discussions and contributions from governors. Chair proposed that governors meet an hour earlier at their next meeting to enable governors to chat informally and get to know each. All governors agreed with this proposal and will meet at 3.30pm prior to the governing body meeting.

45/16 Policy / Document Review

- Detention Policy:
This has been sent to governors with the agenda. **The policy was agreed and accepted by governors.**

46/16 Any Other Business referred from Item 35/16 above

None

47/16 Date of next meeting

The next meeting will take place on Monday 27 March 2017 @ 4.30pm following the governors get together at 3.30pm.

As there was no further business the Chair thanked governors for their attendance and the meeting closed at 7.15pm.

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