



Kirklees Directorate for Children and Adults

Company no: 07729878

THE GOVERNING BODY OF SHELLEY COLLEGE

Minutes of the Meeting of the Governing Body held at 6.00pm at Shelley College on Tuesday 25 June 2019.

Present

Mr N Wilson (Chair), Mr J Adams, Ms M A Booth, Mrs M Bowker, Mrs C Cooper-Smith, Mrs A Horsfall-Jones, Mrs E Jessop, Ms R Rawling, Mr D Wadsworth.

In Attendance

Mr A Hewitt (Vice Principal)
Ms E Kilner (Minute Clerk)
Mr G Wadsworth (Vice-Principal)

Agenda Item	Discussion and Decisions	Action – who/by
2989.	Apologies, consent and declarations of LAAPs and interests <ul style="list-style-type: none">• Apologies for absence were received from Mr G Davis (with consent).• The Chair registered that he was a supplier of stationery products to Shelley College.	
2990.	Matters for any other business <p>There were no matters to be discussed under any other business.</p>	
2991.	Representation <p>The following matters of representation were noted.</p>	

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	<p><u>End of Term of Office</u></p> <table border="0"> <thead> <tr> <th><u>Name</u></th> <th><u>Category</u></th> <th><u>With Effect From</u></th> </tr> </thead> <tbody> <tr> <td>Mr N Wilson</td> <td>Trust Governor</td> <td>13 July 2019</td> </tr> </tbody> </table> <p><u>Re Appointment</u></p> <table border="0"> <thead> <tr> <th><u>Name</u></th> <th><u>Category</u></th> <th><u>With Effect From</u></th> </tr> </thead> <tbody> <tr> <td>Mr N Wilson</td> <td>Trust Governor</td> <td>14 July 2019</td> </tr> </tbody> </table>	<u>Name</u>	<u>Category</u>	<u>With Effect From</u>	Mr N Wilson	Trust Governor	13 July 2019	<u>Name</u>	<u>Category</u>	<u>With Effect From</u>	Mr N Wilson	Trust Governor	14 July 2019	
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2992.	<p>Minutes of the previous meeting held on 12 March 2019</p> <p>RESOLVED: That the minutes of the meeting held on 12 March 2019 be approved and signed by the Chair as a correct record of the meeting.</p>													
2993.	<p>Matters arising</p> <p>There were no matters arising.</p>													
2994.	<p>Principal's Report</p> <p>Mr D Wadsworth updated on the Shelley College Principal's Report to Governors June 2019. The report had been circulated before the meeting.</p> <p>(a) <u>Ofsted and Curriculum Update</u></p> <p>Mr A Hewitt updated the meeting.</p> <p>The new Ofsted inspections framework to be introduced from September 2019 has now been released.</p> <p>The main changes for the school are the introduction of the 'Quality of Education' judgement. Inspectors will look at Curriculum Intent, Implementation and Impact.</p> <p>The inspectors on site preparation before the inspection starts has been scrapped.</p>													

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	<p>A statement of curriculum intent for the school has been developed and this will be shared with all stakeholders including teachers, parents and governors.</p> <p>Q. How will the statement of intent be delivered to parents? A. Parents will be given the framework diagram, sections of the Ofsted handbook and the intent statement. There will be an opportunity to give feedback before the intent statement is published on the school website.</p> <p>(b) <u>Staff Training / CPD</u></p> <p>Mr A Hewitt updated the meeting.</p> <p>Staff training has taken place including;</p> <ul style="list-style-type: none"> • Whole School staff training. • Curriculum Lead Training. <p>All curriculum leaders are drafting statements of intent for each subject area. These will include programmes of study and schemes of learning. Training sessions have gone well and teachers are engaged. Teachers are positive about changes to the curriculum.</p> <p>Q. How will the Curriculum be delivered for disadvantaged pupils? A. The intent is to have an inclusive curriculum with high expectations for all. All teachers have strategies to maximise the engagement and progress of disadvantaged students. Leaders will ensure disadvantaged students follow the most appropriate pathway, with the majority targeted for the EBacc.</p> <p>Q. How much of a change is the new Ofsted framework for the school? A. There will be a greater focus on learning and remembering key knowledge and skills. Our teaching and learning CPD programme will focus on these aspects next year and our 'Make it Stick' initiative will be included in the Skills4Life curriculum and during tutor time.</p>	<p>To be included in the 2019/20 SDP (DJW)</p> <p>To be included in the 2019/20 SDP (DJW)</p>

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	<p>Q. Does Intent include behaviour in the community and do you capture inclusivity?</p> <p>A. Deep dive into curriculum design will be possible for all subject areas and all curriculums will have a focus on inclusivity for all students.</p> <ul style="list-style-type: none"> • Middle School Liaison Training. <p>A good presentation was delivered by the Head Teacher at Scissett Middle School covering Ofsted pilot inspections.</p> <p>Q. How frequent are these meetings?</p> <p>A. Once a term. The meetings next year will focus on curriculum.</p> <p>(c) <u>Quality Assurance Process and Next Steps</u></p> <p>A time plan for curriculum changes has been produced.</p> <ul style="list-style-type: none"> - Steve Rowlett (ASCL) will provide curriculum leaders with an opportunity of expert advice to help with curriculum thinking, planning and development. - A number of departments have volunteered for a deep dive process which will replicate Ofsted lines of enquiry in curriculum areas. The first department to trial this has been science. Interesting points emerged from the deep dive which will be shared with other departments and used to drive whole school improvement. <p>(d) <u>Post 16 Curriculum Update and Key Stage 4 pathways update</u></p> <p>Mr A Hewitt updated the meeting on key changes.</p> <p>Q. Have issues with Spanish teaching impacted on numbers?</p> <p>A. Yes, due to some supply teachers and weaker teaching, the experiences in lower school have not been as positive compared with other subjects. This has resulted in very low numbers opting for A level and as a result it has been removed from the 2019-20 curriculum.</p> <p>(e) <u>Share MAT decision making and accountability framework</u></p> <p>Mr D Wadsworth updated the meeting.</p> <p>Decision making and accountability framework and Governor role profile had been circulated before the meeting.</p>	<p>AHT to oversee liaison agenda items</p>

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	<p>Mr D Wadsworth and the Chair proposed that Committee meetings be removed for the next academic year to avoid duplication with the full governors meetings. No questions were asked, with governors agreeing with the new framework and understanding how their role fits in with the board and the MAT central team</p> <p>RESOLVED: That the proposed full governing body meeting dates and meeting structure be agreed as proposed. Meeting dates are as follows;</p> <ul style="list-style-type: none"> - Tuesday 24 September 2019 – AGM - Tuesday 12 November 2019 - Tuesday 21 January 2020 - Tuesday 10 March 2020 - Tuesday 28 April 2020 (if required) - Tuesday 23 June 2020 <p>(f) <u>Safeguarding and attendance update</u></p> <p>Mr G Wadsworth updated the meeting.</p> <ul style="list-style-type: none"> • A key priority has been to help disadvantaged students access and engage with the curriculum. • Behaviour and Commitment to learning has been positive in lessons and around the school. Fixed Term exclusions and lost days due to exclusion have both reduced significantly compared with last year. <ul style="list-style-type: none"> - Using internal exclusion/isolation at other schools in the Trust has had a positive impact, as is being embedded as an alternative to a fixed term exclusion for specific types of behaviour. - As a result of a stricter approach to attendance at detentions, the number of students missing a detention has reduced significantly compared with last year. - There is a focus on respectful interactions throughout school and looking after the environment, which has had a positive impact. - Transition from Middle School is very important including sharing student information. We have improved this process this year, with a greater emphasis on supporting disadvantaged students during transition. 	

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	<p>Q. What is the strict approach to attendance at detention? A. If detention is missed, students are in isolation for the next day but can work their way out of isolation for the afternoon if working well.</p> <p>Q. Have parents been supportive? A. Yes. There have been few calls from parents. In extreme situations there is flexibility to have lunchtime detention for example students with long journeys to school.</p> <p>Q. Is there a trend of disadvantaged students in detention? A. This will need to be tracked more rigorously next year.</p> <ul style="list-style-type: none"> • Overall School attendance is 95.88%. Pupil Premium attendance is 91.3% and has improved in recent months as a result of significant work by tutors, pastoral team and SLT. It should be noted that FSM, SEN K and SEN S are small cohorts so a single pupil can have a big impact. <p>Q. Are we better at defining sickness? A. Yes, a letter has been sent out to all parents. Parents need to be specific when calling in sick for pupils.</p> <p>(g) <u>Safeguarding</u></p> <p>There have been no significant safeguarding concerns since the last meeting.</p> <p>The profile of students for Year 9 intake is known.</p> <p>It was noted that LAC (Looked After Children) will change to CLA (Children Looked After) in reporting.</p> <p>Mrs G Wadsworth is attending a meeting at Ethos Academy relating to an LA Pilot for Emotional Health and Well Being. The training will include upskilling schools on how to deal with Emotional Health and Wellbeing issues in pupils.</p> <p>Q. Are you aware of all issues relating to the LAC children joining the school in September? A. Yes work has been done to understand issues.</p>	<p>GW to add this to the detention data</p>

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	<p>(h) <u>Outcomes for students</u></p> <p>Mr D Wadsworth updated the meeting.</p> <p>Year 10 data predicts that they will outperform national measures in all areas. This is a positive picture. Key students and cohorts, particularly those who are disadvantaged have been identified as requiring support and intervention.</p> <p>Year 12 have a slight dip in performance compared with monitoring 2. The predicted progress for bursary students is very strong. SLT links are discussing strategies to help progress in underperforming subjects.</p> <p>Q. What are buckets? A. This is a term used for groups of subjects in the progress 8 model. There are four buckets, English, maths, Ebacc & other.</p> <p>Q. Why is it significant that there was no gender gap at KS2? A. We need to understand where and how the gender gap emerged from the end of Year 6. We use baseline tests to assess students on entry at the end of Year 8. It is important that we can demonstrate that gaps are being reduced from entry in Year 9.</p> <p>Q. What is the strategy for improving the progress of low ability boys as the lowest performing cohort? A. Early identification is key. Teachers have strategies for use in lessons. There has been a significant reduction in the number of pupils in this cohort from 34 last year to 13 in this academic year. They will continue to be monitored and along with disadvantaged students be prioritised in the classroom but also for intervention.</p> <p>Q. Is information shared with Middle Schools? A. Yes, key trends are shared.</p> <p>(i) <u>Staffing Update</u></p> <p>Mr D Wadsworth updated the meeting.</p> <p>The school is fully staffed for September 2019 and confident in the new recruitment.</p>	

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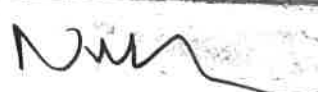
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	<p>Q. Do Science teachers specialise in science subjects? A. Yes, they specialise in a specific science, but also teach across all science subjects in lower years.</p> <p>(j) <u>MAT updates</u></p> <p>Mr D Wadsworth updated the meeting.</p> <p>There will be no change to the design or colour of the school uniform and the school name will remain the same. The new school logo will be added to blazers from September 2020. New Year 9 students will have to wear the new blazer.</p> <p>(k) <u>School Development Plan (SDP) 2019-20</u></p> <p>The School Development Plan key priorities were summarised.</p> <p>The development of Cultural Capital for disadvantaged students will be a priority.</p> <p>The Attendance Officer will be working at Shelley College full time from September 2019.</p> <p>Q. How will other schools in the Trust fill the gap in terms of attendance support? A. They will buy into the Kirklees service.</p>	
2995.	<p>Approval of Policies</p> <p>Policies had been circulated for review before the meeting.</p> <p>RESOLVED: That the 6th Form Admissions Policy be approved and adopted.</p> <p>RESOLVED: That the Post 16 Behaviour and Attendance Policy be approved and adopted.</p>	
2996.	<p>Committee Meeting Feedback</p> <p>The Chair updated the meeting on the Resources Committee held on 25 June 2019.</p> <ul style="list-style-type: none"> • Capital spending proposals have been agreed as follows. <ul style="list-style-type: none"> - £70k of in year surplus be spent by the school on Turning Circle resurfacing. This is high priority due to Health and Safety issues. A bid will be made to the Trust to recover this spend in April 2020. 	

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	<ul style="list-style-type: none"> - The PE fields drainage work should be completed if the bid to the Trust is successful. - Work on Mobile classrooms, Altitude external painting and Bridge External / Window replacement will be completed. - Work on the bungalow will be completed as this will be funded by the insurance claim. - The resurfacing of the all weather area should not be prioritised at this stage. Further work on this as a proposed project should be completed. - It was noted that replacement of water tanks has already been completed. <ul style="list-style-type: none"> • There is an in year budget surplus for 2018-19 of £277k. the higher than expected figure is mainly due to the Government Pay Grant, staffing savings, and additional income for SEN top up, catering payback and MDIF. • Hire of facilities charges Validity 01.09.19 – 21.08.20 were agreed 	
2997.	<p>Safeguarding</p> <p>A safeguarding update was included in the report from the Principal above.</p>	
2998.	<p>Governor training and school visits</p> <p>Mr N Wilson</p> <ul style="list-style-type: none"> - The Chair and the Principal meet every two weeks. Other governors are welcome to join these meetings. - The Chair attended a LA SEN course. <p>Q. Do governors require safeguarding training? A. Yes, this will be provided by Mr G Wadsworth in the Autumn term.</p> <p>Q. Are DBS checks being re done for governors? A. Yes, there is a rolling cycle for DBS checks throughout the school including governors.</p> <p>ACTION: Safeguarding training to be included on the Governing Body agenda in the autumn term.</p>	Chair
2999.	<p>Any other urgent business</p> <p>None.</p>	



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3000.	Correspondence None.	
3001.	EVI's The planned visit to Wimbledon and Chessington for Sports leaders was reviewed by the Chair. RESOLVED: That the Chair approve and sign the EVI for the planned visit to Wimbledon and Chessington for Sports Leaders.	
3002.	Dates of meetings for the 2019 – 2020 academic year RESOLVED: The next meetings of the governing body will be held at the school at 6.00pm: <ul style="list-style-type: none"> - Tuesday 24 September 2019 – AGM - Tuesday 12 November 2019 - Tuesday 21 January 2020 - Tuesday 10 March 2020 - Tuesday 28 April 2020 - Tuesday 23 June 2020 	
3003.	Agenda, minutes and related papers – school copy RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.	

The Chair closed the meeting at 7.40 pm.

Chair

24th September 2019