



Company no: 07729878

THE GOVERNING BODY OF SHELLEY COLLEGE

Minutes of the meeting of the Governing Body held at school at 6.00pm on Tuesday 4 October 2022.

Present

Mr N Wilson (Chair), Mr D Wadsworth (Principal), Mrs E Waller, Mr G Davis, Mrs M Currie, Mrs A Mortimer, Miss L Simpson, Mrs E Jessop (via Zoom).

In Attendance

Mr G Wadsworth – Vice Principal
Mr J Wyatt – Vice Principal
Ms N Bell (Minute Clerk)

Agenda Item	Discussion and Decisions	Action – who/by
1.	<p>Election of Chair</p> <p>The minute clerk took over the meeting. The governors were advised That they must consider the following:</p> <ul style="list-style-type: none"> (a) Determine whether nominations will be accepted from governors not present at the meeting. (b) Specify the term of office of the Chair. (c) Determine or confirm how a tie would be resolved. <p>Nominations were requested from the governors. Mr Davis nominated Mr Wilson to continue in the role of Chair. This was seconded by Mrs Currie.</p> <p>Governors agreed that the term of office would be 2 years.</p> <p>RESOLVED: Mr Wilson will continue in the role of Chair for a term of 2 years.</p>	
2.	<p>Apologies, consent and declarations of LAAPs and interests</p> <p>Apologies were received from Mrs C Cooper Smith and Mrs A Horsfall-Jones, both with consent</p>	

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	<p>Miss L Simpson noted that she was a Local Authority employee (LAAP) and a Governor at Scissett Middle School.</p> <p>The Chair registered that he was a supplier of stationery products to Shelley College.</p> <p>Introductions were completed. Governors were asked to respond to the following.</p> <p>(a) Approve the Governors' Code of Conduct</p> <p>RESOLVED: That Governors adopted the recurring code of conduct already in use</p> <p>(b) Declaration of Business Interest Information.</p> <p>All Governors have completed the declaration online and a paper copy will be retained in school.</p> <p>(c) Annual Review of Governance Information</p> <p>The Head confirmed that Governance arrangements were published on the website and up to date.</p> <p>The Head confirmed that the GIAS information was up to date.</p>	
3.	<p>Matters for any other business</p> <p>There were no matters of other business.</p>	
4.	<p>Representation</p> <p>Governors noted the following matters of representation:</p> <p><u>End of Term of Office</u></p> <p>Mrs C Cooper-Smith, Trust Governor, with effect from 20.10.22 – was Reappointed</p> <p>Mr Guy Davies, Trust Governor, with effect from 22.10.22 – was Reappointed</p> <p>RESOLVED: That Governors re-appointed Mrs Cooper-Smith and Mr Davies.</p>	
5.	<p>Election of Vice-Chair</p> <p>Mr Guy Davies's term of office has ended. He advised he did not want to continue in the role.</p> <p>Mrs Cooper-Smith had expressed an interest. There were no other expressions of interest.</p>	

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	<p>Mrs Cooper-Smith was nominated by Mr Wilson and seconded by Mr Davis</p> <p>RESOLVED: That Mrs Cooper-Smith was elected as Vice-Chair of Governors for a term of 2 years.</p>	
6.	<p>To appoint Governors with Specific Responsibilities.</p> <p>RESOLVED: That governors with specific responsibilities would be:</p> <p>Governors discussed who would best suit each of the link Governor roles, they discussed their skills and the Head explained the expectations of each of the roles.</p> <ul style="list-style-type: none"> • Special Educational Needs and Looked After Children Governor Mrs Simpson • Governor Training Contact and Equality Mrs Jessop • Safeguarding and Child Protection Governor Mrs Cooper-Smith • Wellbeing Governor Mrs Horsfall-Jones • Pupil Premium Link Governor Mrs Mortimer <p>Q. Why don't we have a Careers Governor? A. It is not a statutory requirement however we can agree to link governors in any area we want.</p>	
7.	<p>Minutes of the previous meeting held on 28 June 2022</p> <p>RESOLVED: That the minutes of the meeting held on 28 June 2022 be approved and can be signed by the Chair as a correct record of the meeting subject to the amendment below:</p>	
8.	<p>Matters arising</p> <p>Page 1: Training Mrs A Mortimer and Miss L Simpson have completed induction and new governors safeguarding training and have sent certificates into school.</p> <p>Page 4: Changes to the school day</p> <p>Q. School day changes, how is this going? A. The intended reason was to improve supervision of students during social times, particularly during lunchtime and as a result improve behaviour.</p> <p>Mr Wadsworth explained some of the positives already being seen in behaviour. He advised it had been a difficult start in terms of serving food,</p>	

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	<p>due to some staffing issues and technical issues. Additional serving points have been opened to reduce any queuing.</p> <p>Parent Governors gave feedback from their own children.</p> <p>Q. What communication went out to students to explain the rationale for the changes?</p> <p>A. A clear rationale was presented to all students in assembly and by tutors.</p>	
9.	<p>Principal's Report</p> <p>The Principal's Report to Governors – 4 October 2022 had been circulated before the meeting.</p> <p>Mr D Wadsworth updated the meeting:</p> <p>a) <u>Safeguarding update and training</u></p> <p>Mr G Wadsworth gave an update from the Safeguarding report finalised for the last academic year. This covered training for staff and students, context of each year group. Referrals to external agencies and the Trust wide plan.</p> <p>Work on this years' report has started.</p> <p>Q. Referrals to external agencies, can we have some background, and how do the statistics link to the different cohorts in school. i.e SEND, PP, disadvantaged</p> <p>A. We have some in-depth data that you can come in to school and look at for more context.</p> <p>The commissioned nurse referrals will now become thriving Kirklees referrals as school are not buying into the commissioned service going forward.</p> <p>CAHMs referrals are for the neuro development pathway, the Emotional Wellbeing lead / school nurse is a holding system due to very large waiting lists.</p> <p>Duty and advise referrals – are for social care / significant harm.</p> <p>We are proactive in liaising with police.</p> <p>BASE is a drug abuse referral agency.</p> <p>We buy in a range of professional services to support student needs.</p> <p>Q. Is there any further Governor training for safeguarding?</p> <p>A. A new proposal is going to the board to introduce more meetings for chairs of LGB. This will also include the safeguarding Governor.</p> <p>KCSIE</p> <p>Governors were given a short PowerPoint presentation covering the key areas significant to them;</p>	

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	<p>1. Governors engage in appropriate training for their roles, consulting with the school to ensure the individual governors are taking responsibility for their learning.</p> <p>2. Strategically test and challenge the approach of the school – being a critical friend (not operational). Understand the expectations outlined in KCSIE.</p> <p>3. Know the context of the school and the local area in terms of risks. Mental Health and Wellbeing, lack of resilience, substance misuse in the community, students feeling unsafe going into Town Centre.</p> <p>4. Governors have updated training regularly.</p> <p>5. The safeguarding team was explained. 8 members of staff make up the team and specific training is being implemented.</p> <p>Q. has the size of the team increased? A. yes, we have expanded this significantly. We are dealing with more and more needs.</p> <p>Governors were given highlights of some current issues and how they are being dealt with.</p> <p>Q. Do we have any problems due to the location of the school? A. We are working at the preventative side of dealing with county lines. We are working on identifying the behaviours to look out for.</p> <p>b) <u>GCSE and A Level headlines</u></p> <p>Mr D Wadsworth gave an update. He advised the Governors of the following;</p> <ul style="list-style-type: none"> • There are no progress indicators at this time, this is frustrating, they will be shared at next meeting. • He was confident that they will put school 'well above average' national scores • Raw attainment data (GCSE) was discussed and explained. Maths continues to be very strong. Impact in MFL has been significant. • English is disappointing, English Literature has taken a dip. The new Curriculum leader will be looking at where pupils need to be caught up, Outgoing pupils in Y11 gave feedback about them getting confused bouncing between language and literature, Mr Wyatt has already completed a deep dive, with areas for improvement added to the Department Development Plan. Impact will be monitored closely through the Quality Assurance process We have recruited a new leadership team into the English Department. <p>Q. Was lockdown part of the reason? A. The outcomes show some good achievements in Language but not in Literature, So, this doesn't suggest that it was purely</p>	

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	<p>lockdown causing the underperformance. The results were the first cohort to go through the new Literature GCSE exam specification.</p> <p>Q. Why are the progress scored delayed? A. 2019 V 2022 and the intricacies of the different approaches. The DFE and exam boards are still working on this.</p> <ul style="list-style-type: none"> GCSE Art has been re-moderated as there was some contention of the marks that were given. There was no exam element this year. It was all based on the sketch book. A Level – improvement in attainment data across a number of subjects. Progress will be shared next meeting. Grade boundaries – there was some protection at the lower end this year, which is less likely to happen going forward. changes over the past 3 years in the Science dept have resulted in many positive changes, particularly in Applied Science. <p>c) <u>Self Evaluation Form (SEF) and School Development Plan 22-23</u></p> <ul style="list-style-type: none"> Copies of SEF were handed out. Mr Wadsworth explained the context of the evaluation of Outstanding. Governors were advised about the RAGG* rating system put in place operationally to continue with the improvements identified. Key priorities from the SEF have been identified and highlighted on the Development plan. One key area has been noted to be overcoming disadvantage – e.g. attendance and behaviour of disadvantaged students, another is recruiting and retaining outstanding staff. <p>Q. What is the Shelley Scholars programme? A. We have established that some disadvantaged students don't get exposure to many activities that other students do. The programme gives them opportunities they wouldn't normally get e.g. a trip to University, a residential trip, experiencing a cultural event, private music lessons etc</p> <p>d) <u>Finance and Operations update</u></p> <ul style="list-style-type: none"> Pay increases and utility bills are causing concern. School is expecting a decision by Directors that they can use their reserves to support this. An unfunded 5% pay increase year on year will potentially cripple schools. The ESFA look at Trust funds rather than individual schools <p>Q. Is there any news on the sports field project? A. No, we are still waiting for LA planning. This is being followed up.</p>	

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	<ul style="list-style-type: none"> • SENDCo interviews are being held this week. Governors were asked if any could be involved in the recruitment. Unfortunately, no-one was available. <p>e) <u>Ofsted planning</u></p> <p>Governors noted they had received the documentation; this has been shared with SLT and curriculum leads.</p> <p>Q. Do Governors need training on what happens with Ofsted? A. We could do this at the next meeting. An agenda item will be added.</p> <p>Q. Do we have a mock/peer review? A. We use an external expert who will come and support and scrutinise to help coach us. They will look at all elements that would be required for example, student voice, book scrutiny, speaking to staff and observing teaching.</p> <p>Mrs Mortimer advised that there was some Governor training booked with the LA but this was cancelled. Mrs Jessop will take this forward as Governor Training contact.</p>	D Wadsworth
10.	<p>Approval of Policies</p> <p>There were no policies for approval at present.</p> <p>Some will be brought to next meeting, they are currently under review.</p>	
11.	<p>Consultation on Admission Arrangements for 2024/25.</p> <p>Not required. This was completed last year.</p>	
12.	<p>Safeguarding</p> <p>This was covered in the Principals report.</p>	
13.	<p>Mobile Phone Policy – Update on the Impact</p> <p>Mr Wadsworth advised that the new policy seems to be working, there have been 20 confiscations within the trial.</p> <p>Mrs Wadsworth asked that the Governors adopt the change to the policy.</p> <p>RESOLVED: That Governors agreed to the changes to the policy.</p>	
14.	<p>Governor training and school visits</p> <p>Governors noted the following visits.</p> <ul style="list-style-type: none"> • Mr Wilson(Chair) had attended a meeting with Mr Wadsworth (Principal) 	

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	<p>Mr G Wadsworth asks for Governors to book in with him in advance please.</p> <p>Governors were invited to attend the Y8 – Y9 open evening this week. Mr Wilson advised he will be attending.</p> <p><i>Mrs Jessop left the meeting at this point.</i></p>	
15.	<p>Any other urgent business</p> <p>None</p>	
16.	<p>Correspondence</p> <p>There had been none received .</p>	
17.	<p>Dates of meetings for the 2022 – 2023 academic year</p> <p>RESOLVED: That Governing Body meetings be held at the school at 6pm on the following dates:</p> <p style="padding-left: 40px;">Tuesday 22 November 2022 Tuesday 31 January 2023 Tuesday 21 March 2023 Tuesday 27 June 2023</p>	
14.	<p>Agenda, minutes and related papers – school copy</p> <p>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.</p>	

The Chair closed the meeting at 7.55pm.