



Company no: 07729878

## THE LOCAL GOVERNING BODY OF SHELLEY COLLEGE

Minutes of the meeting of the Local Governing Body held at school at 6.00pm on Tuesday 21 November 2023.

### Present

Mr N Wilson (Chair), Mrs C Cooper-Smith, Mr D Wadsworth, Miss L Simpson, Mrs A Horsfall-Jones, Mrs E Thompson, Mrs A Mortimer, Mrs J Richardson, Mrs M Currie

### In Attendance

Mr G Collins (part)  
 Mr J Wyatt (Observer)  
 Miss D Letremy (Minute Clerk)  
 Mrs J Newson (Observer – SHARE MAT)

Agenda Item	Discussion and Decisions	Action – who/by
1.	<p><b>Apologies, consent and declarations of LAAPs and interests</b></p> <p>There were no apologies for absence or declarations of interest.</p>	
2.	<p><b>Matters for any other business</b></p> <p>There were no matters for any other business.</p>	
3.	<p><b>Representation</b></p> <p>The Governing Body noted the following matters of representation:</p> <p><u>Appointments:</u></p> <p>Nick Wilson, Trust Governor, with effect from 28.9.23 (re-appointed)            Jane Richardson, Trust Governor, with effect from 9.10.23</p> <p><u>Resignation:</u></p> <p>Eileen Jessop, Trust Governor, with effect from 31.8.23</p>	

Agenda Item	Discussion and Decisions	Action – who/by
4.	<p><b>Minutes of the previous meeting held on 3 October 2023 and matters arising</b></p> <p>The minutes of the meeting held on 3 October 2023 had been distributed to the Governing Body in advance of the meeting.</p> <p><b>RESOLVED:</b> That the minutes of the meeting held on 3 October 2023 be approved and signed by the Chair as a correct record of the meeting, subject to the following amendment on Page 9:</p> <p>Mrs L Simpson completed Working Together to Safeguard Children refresher training in September 2023.</p> <p><u>Matters Arising</u></p> <p>(a) <u>Executive Head Teacher’s Report (Minute 9 refers)</u></p> <p>Mrs J Newson confirmed that all Governors had signed off to confirm completion of their annual safeguarding training.</p> <p>(b) <u>Behaviour (Minute 11 (b) refers)</u></p> <p>Mr D Wadsworth informed the Governors that a very productive meeting had been held with leaders at Kirkburton and Scissett Middle schools, focussing on the quality and quantity of communication focussing on behaviour and SEND.</p>	
5.	<p><b>Review of Action Log</b></p> <p>Actions were reviewed under matters arising above.</p>	
6.	<p><b>Executive Principal’s Report</b></p> <p>The Executive Principal’s Report to Governors, dated Tuesday 21 November 2023 had been circulated prior to the meeting.</p> <p>Mr J Wyatt presented an update on the approach to behaviour, attendance and safeguarding and informed governors that the peer review progress was very rigorous. The review team identified a lot of strengths across safeguarding, behaviour and attendance. There were one or two areas for improvement identified regarding SEND/ SEMH and these were being tackled robustly this week. This had led to one employee being put on a 6-week support plan, however; this employee was now away ill.</p> <p>There had been a couple of high-profile strategies implemented to improve behaviour. One strategy had been banning mobile phones and this had been extremely successful. Games had been</p>	

Agenda Item	Discussion and Decisions	Action – who/by
	<p>purchased including board games and cards to help students engage in appropriate social interaction during break and lunch.</p> <p>Focus of the fortnight has also been introduced across two-week periods for emerging concerns. The most recent foci had included punctuality, corridor interactions and uniform.</p> <p>The review team also commented on the positive interactions on corridors.</p> <p><b>Q: Did you have any resistance from parents regarding banning mobile phones?</b></p> <p>A: We had one or two sensible questions from parents, and we have allowed students with medical reasons to keep their mobile phone in their blazer pocket.</p> <p>The Executive Principal expressed credit to Mr J Wyatt and the team for how this had been planned and delivered.</p> <p>Mr G Collins presented an update to Governors on behaviour, highlighting the following points:</p> <ul style="list-style-type: none"> <li>• There is a small pocket of Year 9 students that are a particular challenge and suspensions are higher at half term one, although still below national average.</li> <li>• Since October half term, bespoke assemblies have been held for groups of students and students have started to buy in.</li> <li>• Focus of the fortnight has worked well, with the current focus being punctuality. A message has gone out to parents today.</li> <li>• There were only 18 students in half term 1 who were removed more than once out of lessons.</li> <li>• This has been a real team effort and student voice is saying that they must work hard, and you do not get away with things.</li> <li>• Overall attendance remains high, however disadvantaged students' attendance is 86% and this is a focus.</li> <li>• There are a small number of school refusers, and we receive very little or no support from parents.</li> </ul> <p>The Executive Principal highlighted the importance of the link with middle schools.</p> <p><b>Q: Screening and strategy for supporting SEND and SEMH, given the current cohort, has this been addressed with this group?</b></p> <p>A: Yes, we have a diagnosis test that we carry out.</p> <p>Mr G Wadsworth is looking at other schools and what test they use. We do need to diagnose students quicker so that interventions can be implemented. It has previously all fallen on pastoral but we have</p>	

Agenda Item	Discussion and Decisions	Action – who/by
	<p>now implemented a four tier staged approach. During fortnightly meetings leaders discuss support and interventions.</p> <p><b>Q: Is there a SEND specialist in these fortnightly meetings?</b> A: Yes, SEND and pastoral are present. Some gaps in SEMH diagnostic and testing were identified in the review. The systems are in place; however it was identified that they are not being implemented effectively by the SENDCo.</p> <p><b>Q: Am I right in thinking that this member of staff is relatively new?</b> A: Yes, they started in September 2022.</p> <p><b>Q: What support does she have?</b> A: She is line managed by Mr G Wadsworth and is also part of the SEND group across the trust.</p> <p><b>Q: What about people helping her with her workload?</b> A: She has a team, however due to some staff vacancies there have been some capacity issues. We have now appointed an Assistant SENDco and a new DDSL.</p> <p><b>Q: Have there been quite a lot of changes in the team?</b> A: There was one leaver and then a maternity leave on the safeguarding side, but we have someone to cover and they have made a very positive start.</p> <p><b>Q: When might be an appropriate time for a SEND Governor visit?</b> A: Possibly in the new year. Mr G Wadsworth will temporarily take on the SENDCo role and can be contacted in the interim.</p> <p><b>Q: How long is the sick note for?</b> A: Until the end of the Autumn term.</p> <p>Mr G Collins left the meeting at this point.</p> <p>The Associate Principal shared Year 11 data and presented updates to Governors on the following areas:</p> <p>(a) <u>GCSE Results</u></p> <p>The current Year 11 were in a very good and secure place, all the quality assurance suggested that this cohort were in a similar position to the cohort last academic year. Leaders were predicting a progress score that would maintain the college's 'well above average' judgement on DfE tables.</p> <p>In summary, it was pleasing how students were performing in comparison to national figures, with incremental</p>	

Agenda Item	Discussion and Decisions	Action – who/by
	<p>improvements. Year 13 had a slightly different monitoring cycle and progress would be reported following mock exams.</p> <p>(b) <u>School Development Plan</u></p> <p>Mr J Wyatt shared key priorities, headline successes and next steps with the Governing Body.</p> <p><b>Q: Were the teachers mentioned leaving the profession or teaching from home?</b>  A: They were leaving the profession. Because there were some lucrative bursaries attached to attract ITT students to train, they earn more when training, compared with their ECT year 1. At every leadership meeting, staff are asked about workload and wellbeing and there is now a 5-point system to assess this. This generates a conversation and identifies patterns throughout the year.</p> <p>Governors noted that this was very useful data.</p> <p><b>Q: Can we bridge that gap at all?</b>  A: There are opportunities to offer enhanced pay progression or start exceptional candidates higher up the pay scale, however we must also consider budget constraints.</p> <p><b>Q: Is it just the budget?</b>  A: They have all given positive feedback for the induction and relationships.</p> <p>In summary, most actions were complete or in hand.</p> <p>(c) <b>DELETED – See Minute 12</b></p>	

Agenda Item	Discussion and Decisions	Action – who/by
7.	<p><b>Visits to School and Training Courses attended by Governors</b></p> <p>The Chair and Mrs C Cooper-Smith informed Governors that a Governors' Disciplinary Panel had been held to review the decision to permanently exclude a Year 11 student. The panel upheld the exclusion. Meetings had also been held with several Year 9 students and families.</p> <p><b>Q: Is there another permanent exclusion hearing?</b> A: Yes, but we may be able to look at an alternative as this child has an EHCP.</p> <p><b>Q: Has there been an increase in these?</b> A: There were two last year and one so far this year. We were very open and honest about the Year 9 cohort and the potential for increased exclusions.</p> <p>The Executive Principal noted that a number of the Year 9 cohort continue to behave poorly and were taking up a lot of time which was impacting on staff. Their behaviour was not good enough and was draining on a day-to-day basis.</p> <p><b>Q: Are they all together?</b> A: Changes have been made to ensure that they are not, they are now in different bands.</p> <p><b>Q: Is Governor Prevent training taking place this week?</b> A: It is the LA Prevent training, but a link has not been received so it might have been cancelled. It is also happening in January. <b>Action:</b> J Newsome to follow up.</p> <p>Mrs Amy Mortimer reported that she came in to meet Claire Thompson, Pupil Premium Lead in October. This was a very good visit and Clare was clearly very passionate about doing her best for disadvantaged students; the Pupil Premium Spending plan is focussed on key priorities including attendance, SEMH, behaviour, reading and academic progress.</p>	

Agenda Item	Discussion and Decisions	Action – who/by
8.	<p><b>Health &amp; Safety</b></p> <p>The Executive Principal informed the Governing Body that the annual audit would be completed on 12 December 2023 and the vast majority of actions from the radiation audit had been completed.</p>	
9.	<p><b>Correspondence &amp; communication from the trust board</b></p> <p>The Executive Principal and Chair noted that there had not been any correspondence and communication from the trust board.</p>	
10.	<p><b>Any Other Urgent Business</b></p> <p>Amy Mortimer informed Governors that some parents / friends had commented that they find that communication with parents was erratic and too regular. Some information was coming through on email, text and the MyEd app.</p> <p><b>Q: Can thought be given to being more focused with comms, with one stream of communication?</b>  A: We do try and encourage everybody to channel as much information as possible into the bulletin, but this can be a lot of information to read at once.</p> <p>L Simpson informed Governors that some parents / friends had raised a concern about trips being on a first come first served basis. Some parents miss the communication about trips due to being busy at work and by the time they respond trips were full and their child missed out.</p> <p><b>Q: Can consideration be given to this, and would it be possible to have a calendar of trips and pick names from a hat after giving a week for responses?</b>  A: We can share dates of planned trips and we can consider this.</p>	
11.	<p><b>Dates of future meetings</b></p> <p><b>RESOLVED:</b> That the next Local Governing Body meetings be held at the school at 6.00 pm on the dates below:</p> <p style="padding-left: 40px;">Tuesday 30 January 2024  Thursday 21 March 2024  Tuesday 25 June 2024</p>	
12.	<p><b>Agenda, minutes and related papers – school copy</b></p> <p><b>RESOLVED:</b> That Minute 6 (c) 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 7.18 pm.