



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 30 January 2024.

Present

Mr N Wilson (Chair), Mr D Wadsworth, Miss L Simpson, Mrs E Thompson, Mrs A Mortimer, Mrs J Richardson, Mr J Wyatt (Associate Principal)

In Attendance

Mrs C Thompson (Assistant Principal)
Ms E Kilner (Minute Clerk)

Agenda Item	Discussion and Decisions	Action – who/by
1.	<p>Apologies, consent and declarations of LAAPs and interests</p> <p>Apologies for absence were received from Mrs C Cooper-Smith and Mrs A Horsfall-Jones (both with consent).</p> <p>Miss L Simpson noted that she was a Local Authority employee (LAAP).</p> <p>There were no declarations of interest.</p>	
2.	<p>Matters for any other business</p> <p>There were no items of any other business for discussion.</p>	
3.	<p>Minutes of the previous meeting held on 21 November 2023 and matters arising</p> <p>RESOLVED: That the minutes of the meeting held on 21 November 2023 be approved and signed by the Chair as a correct record of the meeting.</p> <p>The following matters arising were noted.</p> <p>(a) <u>Any Other Urgent Business (Minute 10 refers)</u></p> <p>It was noted that a ballot system for school trips has been suggested.</p>	

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	<p>ACTION: A Ballot approach to booking school trips to be considered by the school.</p>	<p>JW</p>
<p>4.</p>	<p>Review of Action Log</p> <p>Actions were reviewed under matters arising above.</p>	
<p>5.</p>	<p>Associate Head Teacher’s Report</p> <p>The Associate Principal’s Report to Governors – Tuesday 30 January 2024 had been circulated prior to the meeting.</p> <p>Mr J Wyatt and Mrs C Thompson updated the meeting.</p> <p>(a) <u>Year 11 & 13 trial exam results</u></p> <p>Year 11</p> <ul style="list-style-type: none"> • The overall predictions indicate that there have been some significant improvements in outcomes for disadvantaged pupils, progress in “open” subjects and overall progress in English. • This has been achieved while maintaining excellent progress in maths and Ebacc subjects overall. • Maths and science are currently aiming for their cohorts to achieve an overall progress score of +1 meaning that all pupils on average would achieve a grade “one better” than they are targeted to achieve. • Summary data - 2024 mock exam results. <ul style="list-style-type: none"> - Overall, +0.12 (+0.07 in mocks 2023 and we achieved +0.58 overall in summer 2023) - Boys +0.02 (-0.04 in mocks 2023) - Girls +0.23 (+0.19 in mocks 2023) - Disadvantaged -0.49 (-0.90 in mocks 2023 and we achieved -0.30 overall in summer 2023) • In 2023 we added a progress value of +0.60 to the disadvantaged progress from mock exams to final outcomes. We are therefore in a secure position with our disadvantaged pupils and remain well placed to achieve a positive P8 score for the first time. This would mean that our disadvantaged pupils would achieve better progress than ‘other’ pupils, nationally. In addition, if we add the same value to our progress overall as in previous years, the value could exceed 0.62 which would be a record P8 score for the school. • These outcomes indicate a positive shift in the outcomes for English while maintaining excellent progress in maths. The attainment in science also remains strong. • There is some work to do in some Ebacc subjects such as MFL where predicted scores are currently slightly lower than in previous years. <p>Q. Have there been staffing changes in the English department?</p> <p>A. Yes, there is a new lead and two new teachers. In total 3 new staff out of a total of 10.</p>	

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	<p>Q. What is the issue for MFL? A. We think the marking may be harsh and we will review.</p> <p>Q. Is recruitment for MFL a problem? A. Yes it is.</p> <p>Q. Are we talking to Middle Schools about teaching Spanish? A. We have conversations but we can't influence what the Middle Schools teach.</p> <p>Year 13</p> <ul style="list-style-type: none"> Year 13 cohort are also in an improved position overall when compared to this time last year. The attainment figures for entries in mock exams <ul style="list-style-type: none"> Overall Average Grade C (C- in 2023) %A*-A 14.3 (17.2 in 2023 mocks) %A* - C 65.2 (56.9 in 2023 mocks) %A* - E 94.3 (92.1 in 2023 mocks) These grades show a slight fall in the achievement of the very top grades but a significant increase in pupils obtaining A*-C grades and an increase in the overall pass rate. These figures place the sixth form in a strong position to achieve year-on-year improvement in attainment overall. There remains some work to do in psychology and science subjects where some pupils are predicted lower grades. We have launched PROJECT 721. This is a collaborative whole-school, team approach to try and achieve excellent outcomes. Our shared goal is to obtain +0.70 for overall progress, +0.20 for disadvantaged pupils and +0.10 progress for the sixth form. Our outcomes so far indicate that this is a realistic goal. Achieving the goal would result in record progress and attainment for Shelley College overall. <p>Mrs C Thompson was thanked for all her work.</p> <p>(b) <u>Ofsted Preparation</u></p> <ul style="list-style-type: none"> We are now in the Ofsted window. All senior leaders are being trained for Ofsted with practice conversations, feedback and support. <p>Q. What is the Ofsted window? A. Anytime this calendar year.</p> <p>Q. Can governors see the Ofsted presentations? A. We can share as part of the SEF update to governors.</p> <p>Q. Will it be the first Ofsted experience for most of the Senior Leadership Team? A. Yes.</p>	

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	<p>Q. Have there been other Ofsted inspections recently in the Trust? A. Yes. Royds Hall and Thornhill were both inspected last year and experience has been shared.</p> <p>(c) <u>Quality of Education update</u></p> <p>Quality of Education January 2024 was circulated before the meeting.</p> <p>Mrs C Tompson updated the meeting.</p> <ul style="list-style-type: none"> • Quality of Education is excellent. Quality Assurance since September including lesson drop-ins, work scrutiny and pupil voice activities shows that Curricula are implemented skilfully by teachers, this is because the work produced by students over time and across the school consistently matches the aims of the curriculum and is coherently planned and sequenced towards sufficient knowledge and skills for future learning and employment. • Assessment across the curriculum helps to identify gaps and results in students' learning and remembering knowledge and skills. For example, in most subjects, including Science, after an assessment students receive Component Level Analysis and are given bespoke follow up tasks to address any misconceptions and plug any gaps in knowledge. • Internal Quality Assurance demonstrates that teachers across the school use responsive teaching skilfully for example in MFL lessons, pupils regularly use mini whiteboards for whole class response and hinge questioning. • Quality Assurance demonstrates that teachers use cold calling when questioning and prioritize disadvantaged and SEND students when diagnosing misconceptions. • Teachers and leaders have received high-quality CPD including selecting from the bespoke sessions that are linked to the whole school TOC as well as whole school Quality of Education Training on the Golden Threads. • A Teaching and Learning Group comprising of Excellent Practitioners, carry out weekly, low-stakes lesson drop-ins, as directed by the Assistant Principal. Excellent practice can be celebrated, and any issues can be swiftly diagnosed. • Outcomes from the current Year 11 Mock exams are promising with a current Progress 8 +0.12. • Disadvantaged outcomes are improved on last year. <p>Q. Do teachers like the Teaching and Learning Group approach? A. Yes they seem to.</p> <p>(d) <u>Disadvantaged Pupils Update</u></p> <p>The report on Disadvantaged pupils was circulated before the meeting.</p> <p>Mrs C Tompson updated the meeting.</p>	

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	<ul style="list-style-type: none"> • CTM has researched best practices to support the disadvantaged to make progress and has shared these regularly with teachers. • Quality Assurance shows that teachers know who the disadvantaged pupils are in their classes and prioritise them for questioning and feedback. • Live marking is beginning to become embedded but still requires further development. • Teachers have a list of DA pupils who are currently performing on 0 progress 8 or below according to current mock exam results. • Curriculum leaders are responsible for interventions. • Pupils are being targeted for Academic Tuition. • Vocational courses which are in the current coursework window are planning on delivering twilights for the disadvantaged cohorts with a meal provided for all who attend. • We have enrolled a cohort of scholars into the Brilliant Club under the leadership of Excellent Practitioner, Liam Belk. Pupils will engage with a university tutor to complete a research project and have the opportunity to present their findings. • The Brilliant Club has been proven nationally as a highly effective strategy to encourage disadvantaged pupils into considering university study. • Research shows us that disadvantaged pupils are far less likely to have members of the family who have been to university. • The Brilliant Club aims to overcome this gap by providing pupils with positive experiences of post-18 study. • The package for disadvantaged pupils at Shelley College covers the whole totality of their experience. • Academically, there is a Monday Study Club to help Year 9 pupils with homework, study skills and organisational skills. • Teachers know who the disadvantaged pupils are and ensure that they are prioritized in the classroom. • Key Stage 4 Disadvantaged are targeted with the Academic Tuition programme. • We provide extra revision materials and any resources for all subjects for the disadvantaged pupils. They are eligible to receive free instrumental tuition and we employ a specialist to run a lunchtime choir specifically for disadvantaged pupils. • When we have visits from authors, or the book fair, disadvantaged pupils receive books and are prioritized for sessions with our guests. • They received a 50% discount on any trips or excursions including the Duke of Edinburgh package as well as priority for taking part. • Mentoring with the SLT is in place for Pupil Premium children who may under achieve in the summer exams. <p>Q. How many disadvantaged children have been invited to the Monday Study Club?</p> <p>A. 18 were invited and we have 10 attending currently. This is in addition to departmental interventions.</p> <p>Q. Was the Brilliant Club in place last year and what outcome do you want?</p> <p>A. Yes it was. This is an introduction to university. It is for Year 10 students only and we hope it will enable university to be an option.</p>	

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	<p>Q. Is the SLT mentoring one to one? A. Yes it is one to one for up to 30 minutes a week.</p> <p>Q. Would disadvantaged Duke of Edinburgh participation increase if there were more subsidies for costs? A. Yes possibly.</p> <p>Mrs C Thompson was thanked for all her work.</p> <p>(e) <u>Finance and Operations Update</u></p> <p>Budget</p> <ul style="list-style-type: none"> • The 2023-24 budget was currently projected to be in £5,341 surplus. • The Collis is projected to take a “bulge year” of up to 384 pupils in Year 9 for the next academic year. This will potentially lead to an increase in funding of approximately £5k for each additional pupil we take over published admission number (PAN) which is 360 per year group. • The projections of pupils in the next three subsequent years are lower than 360 meaning that our forward planning needs to take into account pupil number variations that fluctuate between being significantly over PAN to being potentially under PAN across the next five years. • We will progress long term planning to accommodate the larger year group this term. <p>Q. Is there a maximum class size for secondary schools? A. Yes, particularly linked to health and safety in specialist subjects, for example Design Technology.</p> <p>Q. Will you take children from outside the pyramid? A. We could do if pupils wanted to join in Year 9 and we have places.</p> <p>Q. Is 384 pupils in Year 9 a maximum? A. Yes it is.</p> <p>Q. Is there a bulge year for Kirklees? A. Yes.</p> <p>ACTION: Plans for the larger year group to be shared at the next meeting.</p> <p>RACC</p> <ul style="list-style-type: none"> • External contractors have begun their work on securing the areas that have RAAC. • Propping has commenced in key areas in the school and our internal teams are starting work on relocation of equipment and resources. • Shelley College leaders have been working closely with the MAT central team to procure some temporary accommodation. We will be adding: 	<p>JW</p>

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	<ul style="list-style-type: none"> - Two temporary computer classrooms which will sit on the staff car park - A temporary library which will sit on the old SLT car parking spaces at the back of the New Hall - A temporary reception building which will be placed by the plant pots near the turning circle. <ul style="list-style-type: none"> • Updates were shared by central premises team on 23 January 2024. The next phase of the work will include: <ul style="list-style-type: none"> - Site preparation work which begins on 31 January. - Implementation of temporary accommodation which will occur in three phases: Phase 1 – Reception, Phase 2 – Temporary classrooms, Phase 3 – library. • We will lose access to our main car park between 31 January and 13 February while this work is being completed. • Our site will be closed over the February half term to enable contractors to begin work. • The work is due to be completed by the end of half term 4, giving us full access to the new facilities by Easter. <p>Q. Do we know when the areas of the school impacted by RACC will re open?</p> <p>A. There are no timescales currently. This will be a long term project.</p> <p>Q. Are temporary classrooms funded by the DfE?</p> <p>A. Yes. All costs associated to RAAC have been funded by the DfE so far.</p> <p>(f) <u>Safeguarding Updates</u></p> <p>The Safeguarding on a Page Report was circulated before the meeting.</p> <p>Mr J Wyatt updated the meeting.</p> <ul style="list-style-type: none"> • All senior leaders completed enhanced safeguarding training in half term 2 which has enabled leaders to consider the safeguarding implications of decisions, procedures, and processes. • Leaders now work very collaboratively to consider safeguarding in everything that they do. For example, we have now set up an attendance-safeguarding network meeting that involves the Designated Safeguarding Leader, Deputy Designated Safeguarding Leader, Attendance Officer, and Vice-Principal. This ensures that any patterns in attendance that could help us proactively spot an emerging safeguarding need are identified. • The new Deputy Designated Safeguarding leader and new Attendance Officer have made an exceptional start and added experience and capacity to the safeguarding team. <p>Mr J Wyatt was thanked for the report.</p>	
6.	<p>Visits to School and Training Courses attended by Governors</p> <p>There were no updates on visits to school or training courses attended by governors.</p>	

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7.	<p>Correspondence and Communication from the Trust Board</p> <p>a) <u>Policies for approval</u></p> <p>The following policies had been circulated before the meeting:</p> <ul style="list-style-type: none"> - Anti Bullying Policy January 2024 - Lettings Policy January 2024 <p>Q. Can we check the VAT that should be charged on lettings? A. Yes this can be done.</p> <p>Q. Is the management of lettings part of existing roles? A. Yes this is included in admin roles and caretaker roles.</p> <p>Q. Does the lettings policy include ‘no vaping’ as well as ‘no smoking’? A. We will make this amendment.</p> <p>Q. What is the school policy on vaping? A. We have a zero tolerance approach for vaping. We do random searches of pupils. We do have an educational focus on the risks of vaping.</p> <p>Q. How are vapes that are removed from children disposed of? A. These are disposed of safely by caretakers. We can check the details of disposal.</p> <p>Q. How are governor responsibilities in the Lettings Policy fulfilled? A. Actions are delegated from governors to school staff.</p> <p>ACTION: The VAT status and charging in letting fees to be checked.</p> <p>ACTION: The Lettings Policy to be updated to include ‘no vaping’.</p> <p>ACTION: The process to dispose of removed vapes to be checked.</p> <p>ACTION: A review of policies should take place to establish if Governor responsibilities should be Trustee responsibilities.</p> <p>RESOLVED: That the policies below be approved and adopted subject to the agreed amendments:</p> <ul style="list-style-type: none"> - Anti Bullying Policy January 2024 - Lettings Policy January 2024 <p>b) <u>Resignation</u></p> <p>It was noted that Mrs M Currie had resigned as staff governor with effect from 16 January 2024.</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p>JW</p> <p>JW</p> <p>JW</p> <p>DW</p> <p></p> <p></p> <p></p> <p></p>

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	<p><u>Resignations</u></p> <table border="0"> <thead> <tr> <th data-bbox="315 254 399 285"><u>Name</u></th> <th data-bbox="656 254 776 285"><u>Category</u></th> <th data-bbox="976 254 1182 285"><u>With effect from</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="315 317 483 348">Mrs M Currie</td> <td data-bbox="656 317 727 348">Staff</td> <td data-bbox="976 317 1192 348">16 January 2024</td> </tr> </tbody> </table> <p>Mrs M Currie was thanked for all her work as a governor.</p> <p>ACTION: The process to recruit a replacement staff governor to be progressed.</p> <p>c) <u>Spiking Risks for students</u></p> <p>Q. Do Personal Development lessons cover the risk of drink spiking? A. Yes they do.</p> <p>ACTION: The Personal Development curriculum to be presented at the next meeting.</p>	<u>Name</u>	<u>Category</u>	<u>With effect from</u>	Mrs M Currie	Staff	16 January 2024	<p>JW</p> <p>JW</p>
<u>Name</u>	<u>Category</u>	<u>With effect from</u>						
Mrs M Currie	Staff	16 January 2024						
8.	<p>Dates of future meetings</p> <p>RESOLVED: That the next Local Governing Body meetings be held at the school at 6.00 pm on the dates below:</p> <ul style="list-style-type: none"> • Tuesday 19 March 2024 • Tuesday 25 June 2024 							
9.	<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 7.21pm.