



**Minutes of the meeting of the Local Governing Board
of Holderness Academy & Sixth Form College
Monday 22 January 2024 at 5.00pm**



THE CONSORTIUM
ACADEMY TRUST

Shaping Positive Futures

PRESENT: M Kitching (Chair, MK), J Bagnall (JB), K Batty (KB), S Fellows (SF), N Holder (Headteacher, NH), S Laud (SL), T Marrow (TM), C Settle (CS), L Smith (LS)

ALSO IN ATTENDANCE:

T Briggs (Assistant Headteacher, TB), E Bull (Head of Sixth Form, EB), D Waterson (Executive Director of Education, DW), G Stafford (Clerk to the LGB), D Wobbaka (DWO)

Throughout these minutes a question is indicated by Q followed by the initials of the questioner and a comment is marked by C.

34 WELCOME

M Kitching welcomed everyone to the third LGB meeting of the academic year.

35 APOLOGIES

N Steadman

Resolved: Consent was given to the absence of the above governor

36 DECLARATIONS OF INTEREST

There were no declarations of interest made specific to this meeting.

37 PRESENTATION -Head of Sixth Form – E Bull

- Currently 54 students in Sixth Form
- 2022 VA was -1.32, 2024 VA prediction is -0.39
- Entry requirements have increased to 5 GCSEs @grade 5 for A levels and 5 GCSEs @grade 4 for vocational
- Sixth Form Day has been restructured to 8.30-3pm, with onsite study expected for non – contact periods
- More robust MED established with regular challenge meetings with the Head of Faculty
- Staff absence has reduced
- Now need to eradicate inconsistencies between subjects and increase recruitment
- A consultant conducted a review of the Sixth Form on 20 November – main findings were that the relationship students had with staff is positive, leaders share the urgency for progress, collaboration across the Trust takes place and needs to continue and students are actively encouraged to read. Students are met on an individual basis to provide stretch targets. A programme of personal development is followed, and a careers advisor provides 1: 1 support. Students on the whole have accepted the reasons for the structured day and attendance has improved significantly

Q: (SF) What are the inconsistencies between subjects?

EB: We need teachers to move away from the lecture style teaching and teach to the top.

Q: (JB) This is encouraging. I see there is an internal and external recruitment drive. How will that be progressed?

EB: Recruitment is a whole Trust strategy.

Q: (JB) Have you got completed questionnaires for the students that have left after Year 11 to attend a different college?

EB: Yes, I send out an intended destinations survey. The following reasons were given -the school does not offer the courses they would like, they wanted a change and there has been a big shift to apprenticeships. We also had to turn some students away as they did not reach the qualifying criteria in grades.

Q: (MK) What is the unique selling point of Holderness?

EB: We can offer small classes with teachers that know the students, so can give bespoke care.

Q: (MK) Have any students left since the introduction of the newly structured day?

EB: One who may have left anyway. We are really starting to see the benefits of the more structured day and the grades are going in the right direction.

C: (MK) It is good to see that attendance in the Sixth Form has increased as this was an area of concern previously. Hopefully positive results will follow.

EB was thanked for her presentation and left the meeting at 5.18pm.

38 MINUTES OF THE LAST MEETING (20 November 2023)

Resolved: The minutes of the last meeting held on 20 November 2023 were accepted as a true record and approved by the Chair.

39 MATTERS ARISING FROM THE MINUTES

39.1 E Bull to present the outcome of the Sixth Form review and an update to the changes made at the next meeting - complete, see minute 37

39.2 JOB to provide an update on the revised 2024 KS4 and KS5 targets – complete, in performance report, minute 40.1

39.3 Once more impact is detailed, a Teams meeting to be arranged to approve the PP Strategy - see minute 44

39.4 TB to update the Y11 data for logged concerns – complete, minute 42

39.5 N Steadman, L Smith and T Marrow to carry out a link visit before the end of term – see minute 45

39.6 T Marrow, L Smith and N Steadman to complete the safeguarding module prior to the next LGB meeting: “Annual Certificate in Safeguarding for Governors and Trustees (2023/24)” - see minute 46

39.7 All Governors to complete the “Annual Certificate in Data Protection and GDPR for Governors and Trustees 23/24)” prior to the January meeting – see minute 46

40 CURRICULUM REPORT

40.1 Performance Report

- Considerable gaps between October mock results and targets
- Mock to Summer outcomes rose by 11-12% last year
- Students are not achieving the top grades – apart from triple science students
- GCSE subjects of concern following the mocks are French, Spanish, history and maths
- Psychology A level is a concern
- Lots of intervention is ongoing

	Attainment 8				Basics % 9-4				Basics % 9-5			
	All	PP	SEND EHCP	SEND SUPP	All	PP	SEND EHCP	SEND SUPP	All	PP	SEND EHCP	SEND SUPP
2024 Target	52	47			75	66			51	38		
2024 Mocks	36.2	27.9	16	18.4	44	32	13	0	22	5	13	0

Q: (MK) What is going on with MFL?

NH: There has been long term absence in that department, so we have an ECT and a supply teacher covering. We will only offer one language when Year 9 choose options.

C: (JB) Separate sciences are not as high as they should be as they are the high ability students.

NH: We believe this will go up half a grade. 2 or 3 students will move to Combined Science from separates. We are taking Year 11 out of core PE to do English and maths interventions.

Q: (SF) What is the support from the Trust?

NH: A Murphy is assisting in humanities by writing the curriculum and completing MED with CW.

C: (SF) I am concerned about MFL as the numbers taking languages is significant. We are letting down our children as they have chosen these subjects.

LS: I agree, it is not good enough.

NH: We have support from R Hill who is a linguist, one day per week. The Head of Department is a French specialist, and the others are Spanish specialists.

C: (SF) When we next meet as primary heads we will discuss the language taught in primaries so that the transition to secondary is smoother. DT Food is also worrying.

NH: Our progress is hindered by bucket 3 and we may look to change Food to a Catering and Hospitality course.

Q: (SF) As soon as the next round of mocks are complete, please can you the results circulated? Forecasts have been overegged in the past and we need to know that forecasts are now accurate.

NH: It should be remembered that we receive students with the lowest KS2 entry in the Trust, so this is about our students making as much progress as possible. We know that looking at last year's data most subjects went up half a grade. The targets are aspirational as they are FFT 20 and if achieved we would be in the top 20% of schools nationally.

DWo: Our education team processes how we use data to target interventions.

C: (MK) A level mock results are still a cause for concern.

C: (SF) You must evaluate if the Sixth Form is sustainable with falling numbers and outcomes.

NH: We need to grow our Sixth Form, but with the right students. We could have had 70 this year but it would not have been fair on them as it would have been unsuitable. Year 13 is a legacy year where some students were accepted that were not suitable. However, Year 12, with 32 students, is a super year group.

ACTION: Data from next round of mocks to be circulated

40.2 Attendance and Behaviour Report

- Overall attendance is 92.8%. 100 students have 100% attendance
- Lowest attendance is in Year 10 at 91.4%, although this is above national
- Girls' attendance is 92.3%, boys' 93.4%
- Year 11 attendance is well above national (90.2%)
- PP attendance is 87.2%, non-PP 94.2%
- SEND attendance is 91% (5% above national), non-SEND is 93.2%
- 22% students are persistently absent (attendance of <90%)
- Attendance Assistant has been recruited

- There has been an increase in sanctions compared to last year: 54 students have been suspended– totalling 336 days
- 70% suspensions are attributed to just 14 students
- 56% suspensions are by girls – most in Y8 and 9
- Currently 5 students are at Alternative Provision: 4 at KS4 and 1 KS3

Q: (MK) Persistent absence is high in Year 8 at 24% - why is that?

TB: This reflects the number of suspensions in that year group.

Q: (TM) When do suspensions trigger the next stage of the process? I am shocked how quickly behaviour falls from Year 7.

TB: 15 days of suspensions per term triggers a meeting with governors/ 45 days suspension in a year leads to a permanent exclusion. I have 14 'at risk' students on a spreadsheet where I log all the support we have given such as SMASH, ELSA, managed moves etc so this is presented at meetings. It should be said that we award 26 positive stamps to one negative and 95% of our students are upholding our values.

C: (SF) I really like this spreadsheet, as if we are on a panel we will be aware of all the actions that the school has tried and exclusion really is the last resort.

40.3 Quality of Education

- Quality First Teaching is monitored through the MED. Head of Faculty carries out MED every fortnight on an area which is then quality assured by SLT and members of the Improvement Team
- Strengths have been seen in art, English, PE and science but areas for development include maths, humanities, computer science, business students, psychology, health and social care, MFL, drama and music. Support includes coaching, mentoring and collaboration with Trust colleagues
- The standard of presentation in student books has significantly improved from last year
- Curriculum has changed for Year 9 and information regarding options has been sent out early

Q: (CS) Embedded behaviours require habit change. How do you support that change?

DWo: We give staff time to reflect and look at the practice in each faculty. We are distilling what good teaching looks like and learner expectations.

C: (CS) It will take a long time for change.

DWo: Yes, we are on a long journey. We are holding the Heads of Faculty to account.

CS: I can offer my expertise as I specialise in embedding formative assessment and have done research in changing habits.

NH: That would be most helpful, thank you.

41 ACCESS TO EDUCATION POLICY

This policy had been circulated a week before the meeting.

Resolved: Governors approved the Access to Education Policy

42 SAFEGUARDING REPORT (first term)

- Strong safeguarding culture in the school
- All staff training is up to date
- 13 Children in Need
- 2 under Child Protection

- 84 children on the monitoring list
- Last term's concerns regarding online safety have subsided due to interventions that have been put in place, including the Prison! Me! No way! visit
- 11 Operation Encompass notifications
- 42 bullying logs – 28 in Year 7
- 161 referrals to Early Help and 13 to the Safeguarding and Partnership Hub

TB: The increase in referrals is due to an increase in domestic violence.

Q: (MK) The number of bullying incidents in Year 7 is really high, why?

TB: Year 7 are socially struggling and trying to find their place.

Q: (DW) We need more assurance around what is done regarding bullying as 28 is very high.

TB: We have a new Pastoral Manager in Year 7 and I think that they may be overzealous. Some of the logs may be unpleasant one-off behaviours, not bullying, so I will re-visit the logs.

C: (SF) CPOMS reporting can be broken down to different categories and cohorts so you can see if you have a serious issue in a particular cohort.

DW (to TB): You need to look into this. TB presented to the central team, and we were reassured of the depth of his knowledge in safeguarding, attendance and behaviour, well done.

ACTION: TB to look into the CPOMs bullying entries in Year 7 and feedback at the next meeting

43 CONCERNS AND COMPLAINTS REPORT

- A new Complaints Policy was launched in June 2023. From that date concerns and complaints have been closely monitored
- Trust schools have received 163 formal complaints since June. Of these, 36% of complaints are from Holderness parents/community
- During the last six weeks of the summer term there were 53 concerns regarding Holderness – most were for uniform, food quality and behaviour on the buses. In the full autumn term (15 weeks) there was a reduction in concerns as 35 were received – most around the setting of children and uniform
- 58 formal complaints received since June; 19 are around the implementation of the uniform policy

Q: (LS) It is good that the number of concerns and complaints is falling off. Are the HT surgeries a success?

NH: Yes, most are parents of SEN students or Year 7 parents.

Q: (JB) What is the tone of parents in the surgery?

NH: Calm, not aggressive at all.

SF: We now need to promote events in a positive way to parents.

NH: In the Reception area we have a large book logging all the sporting successes, rewards evenings, community events etc. The feeling is that we have never been in a better place in the community, but we will continue to reach out.

44 PUPIL PREMIUM STRATEGY

K Ashbridge has worked with the Executive Director of Education on the Pupil Premium Strategy. Governors asked if more detail could be given in the 'review of the previous academic year outcomes for Disadvantaged pupils'. DW confirmed that more data would be available for the next review.

C: (SF) It is really important that we get more detail as this was an area as governors we struggled to fully answer at the last Ofsted visit.

DW: I have commissioned PP reviews in all of our schools so you will receive external validation of the spend and strategies.

Resolved: PP Strategy was approved to be published on the school website

45 GOVERNOR LINK VISITS

The following visits have taken place:

11 October 2023 – MK Safeguarding Link visit

15 November 2023 – KB and SF Curriculum Link visit (history, science and MFL)

20 November 2023 – LS PP Link visit.

The Link positions were rearranged to be:

Attendance and Behaviour – James

Careers - Mike

Curriculum – Corinne, Kirsty and Sue

PP – Lindsay

Safeguarding – Mike

SEND - Tracey

ACTION: CS, KB and SF to visit Business and IT and Food during the next Curriculum visit

ACTION: All Links to carry out a visit before Easter and complete a governor report visit before the end of term

46 GOVERNOR TRAINING AND SUPPORT

ACTION: N Steadman to complete the safeguarding module ASAP: “Annual Certificate in Safeguarding for Governors and Trustees (2023/24)”

ACTION: J Bagnall, M Kitching, L Smith and N Steadman to complete the “Annual Certificate in Data Protection and GDPR for Governors and Trustees 23/24” ASAP

47 DATE OF THE NEXT MEETING

22 April 2024 at 5pm. Pre-meet at 4.30pm

48 AOB

48.1 Governor Panel Availability

When the call goes out for governors to attend a panel it is usually the same governors that put themselves forward. As the number of panels is not inconsiderate and this is part of the duty of governors, this workload needs to be more spread across the Board. Governors were asked to check their emails at least twice a week and inform GS if they can attend or not.

48.2 Presentation at the next LGB Meeting

It was agreed that the Careers Lead Mr Derbyshire be invited to present progression towards the Gatsby Benchmarks at the next meeting, 22 April

ACTION: C Derbyshire to present at the next meeting, 22 April

49 ACTION POINTS

- 49.1 ACTION: Data from next round of mocks to be circulated (minute 40.1)**
- 49.2 ACTION: TB to look into the CPOMs bullying entries in Year 7 and feedback at the next meeting (minute 42)**
- 49.3 ACTION: CS, KB and SF to visit Business and IT and Food during the next Curriculum visit (minute 45)**
- 49.4 ACTION: All Links to carry out a visit before Easter and complete a governor report visit before the end of term (minute 45)**
- 49.5 ACTION: N Steadman to complete the safeguarding module ASAP: "Annual Certificate in Safeguarding for Governors and Trustees (2023/24)" (minute 46)**
- 49.6 ACTION: J Bagnall, M Kitching, L Smith and N Steadman to complete the "Annual Certificate in Data Protection and GDPR for Governors and Trustees 23/24" ASAP (minute 46)**
- 49.7 ACTION: C Derbyshire to present at the next meeting, 22 April (minute 48.2)**

The meeting closed at 7.10pm