



**Minutes of the meeting of the Local Governing Board
of Holderness Academy & Sixth Form College
Wednesday 20 November 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), H Robinson (HR), L Smith (LS)

ALSO IN ATTENDANCE:

K Ashbridge (KA), T Briggs (Assistant Head, TB), J O'Brien (Director of Improvement and Standards, JOB), G Stafford (Clerk to the LGB), J Tupai (JT), M Watts (Designated Safeguarding Lead, MW), D Wobbaka (Deputy Head, DWo)

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

14 WELCOME

M Kitching welcomed everyone to the second meeting of the academic year.

15 APOLOGIES

K Harding and T Marrow

Resolved: Consent was given for the absence of the above governors.

16 DECLARATIONS OF INTEREST

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

17 MINUTES OF THE LAST MEETING (25 September 2024)

Resolved: The minutes of the last meeting held on 25 September 2024 were accepted as a true record and approved by the Chair.

18 MATTERS ARISING FROM THE MINUTES

18.1 Governors to inform GS if they would like to be Vice Chair - ongoing

18.2 AW to update the LGB on progress made in maths at the November meeting - AW will provide an update at the February meeting

18.3 Team Teach training to be booked – not needed as training is up to date

18.4 Governors to complete two modules on GovernorHub this term: Induction for academy governors and Safeguarding for Governance – ongoing, see minute 28

19 HEADTEACHER'S REPORT

- Top 3 risks:
 - Recruitment of staff – still have 3 vacancies in maths (including Head of Maths) and now the HT has received resignations from the Head of MFL and a MFL teacher

- In Year Fair Access – 50 students joined the school mid-year last year and there have been 22 in year transfers in the first half term this year
- Student numbers –Year 7 2025 intake may be 180 (PAN 210), approximately 50 students leave at the end of Year 9 to go to RDC or Hull College and consultation has commenced to close the Sixth Form from July 2025

C: JT: The ARKK unit is working really well, getting students engaged again following either home education or behavioural or attendance concerns of in year transfers.

Q: (MK) There is the perpetual problem of recruiting maths teachers and Lead. Have you had any applicants?

NH: Yes, but they have not been suitable. We will go out again after Christmas to recruit.

Q: (KB) What is plan B if we cannot recruit?

NH: 2 members of staff have stepped up and we are receiving lots of support from central.

Q: (MK) This has been going on a long time and must be putting a strain on the maths department. Can I ask what is the staff morale like?

SL: It is starting to dip.

NH: There is lots of pressure on the maths and English departments to get good outcomes.

Q: (KB) Is it pressure that is being felt or lack of morale due to not getting enough support?

SL: A combination, we are receiving mixed messages.

NH: We are trying to upskill staff that have not done the role before. It is a difficult time, but people are really stepping up. However, there has been a lack of consistent guidance around the curriculum for the department.

C: (JOB) A number of schools are trying to recruit in maths and we will share any good candidates.

Q: (SL) I don't understand where the advanced practitioners will come from when no school is attracting them.

C: (SF) It is teachers we need.

NH: Money is not attracting applicants in MFL or maths. Being in a Trust, we have to offer a comparable package to other Trust schools but as an RI school we need to be able to offer something else.

C: (SF) Time in lieu is a benefit that staff value. In the Curriculum Link visit the Director of Maths answered our questions but he needs to empower the team to talk up during link visits.

Q: (MK to JOB) Have you raised this recruitment issue at Headteacher Board level?

JOB: Yes, we discuss this all the time. Other schools are suffering with vacancies in maths too, and they are trying different approaches to cope such as lecture style teaching of two classes.

20 EVALUATION AGAINST OFSTED CRITERIA

GS explained that this is a new Trust wide report which shows where a school is not good against the Ofsted criteria, with exceptions being brought to the LGB. School leaders at Holderness assess the school as good in all areas.

Leaders have reported that Behaviour and Attitudes, Safeguarding and Leadership and Management are all strengths.

Areas to develop include:

- improving outcomes in vocational qualifications and some GCSE subjects, especially maths, history, geography and MFL
- drive outcomes above local and national averages at 5+ and 7+
- ensure students have access to a wide set of experiences and careers guidance

Q: (MK) In March 2023 Ofsted rated all areas except behaviour and attitudes as RI. Can you be confident of your evaluation of good in each area?

NH: Yes, and we can talk where we are on the journey. We have improved outcomes and have a very engaged Year 11 and Year 13. We are seeing many positives, particularly in personal development.

Q: (KB) How do you plan to improve outcomes in business and health and social care?

DWo: I line manager business and the HT line manages HSC. We are supporting both departments and have regular meetings with the leaders. We are working closely with other schools and the central team for support. Tracking is also more effective now.

It was requested that governors are provided with an organogram showing number of staff per department and vacancies per department.

ACTION: Organogram to be circulated showing number of staff and vacancies per department

ACTION: Governors to have a preparatory session in January 2025 with S Shaw / G White, focusing on answering questions around the PP strategy and general prep for an Ofsted visit

21 SEF SUMMARY

The SEF is a working document that documents progress against the Ofsted criteria. All criteria – Overall Effectiveness, Quality of Education, Behaviour and Attitudes, Personal Development, Leadership and Management and Post 16 are rated by leaders as good.

The SEF addresses all the points raised in the Ofsted March 2023 report.

An external report from G White's audit of science and history was shared. Areas for development /consideration included:

- Questioning if the 5 minutes silent reading in maths, English and science is the best use of time
- Need to analyse the KS3 assessment data to identify if the schemes of work are impacting on pupil progress
- Review the school's approach to handwriting
- Review how students catch up with work missed during a period of absence

Q: (SF) How were these subjects decided upon for the audit?

NH: We requested this to rubber stamp that science is a good department and we had concerns around history. On the 9 and 10 December G White will look at maths and literacy as we need external validation.

C: (JOB) Ofsted rarely ask for a deep dive in the option subjects and will normally choose two from English, maths and science.

Q: (MK) What is the purpose of the 5 minutes silent reading in some lessons?

KB: I also saw this in my visit and questioned the impact of it as some students were just staring at the same page for 5 minutes. Why does this take place in maths, English and science? What impact is it having?

NH: It calms the class while the teacher is getting ready. We want students to always have a book with them.

It was agreed that a Curriculum Link visit will take place in January - looking at Literacy.

ACTION: SF and KB to carry out a review in Literacy in January

ACTION: M Mawer (maths) and A Lowery (English) to be asked to present at the next meeting, 10 February 2025

22 PUPIL PREMIUM STRATEGY

- 3-year strategy covering 2024 – 2027
- Number of students in the school 994. 22% of the student population in Year 7-11 is eligible for funding
- This year's funding is £253,085

The Board agreed that they needed a Pupil Premium Link. H Robinson agreed to do this, and the Board supported this.

Resolved: H Robinson to be PP Link for 2024/25

Q: (SF) The summer school intervention, what does this look like?

KA: Last year we ran a week of summer school activities for vulnerable students and pupil premium students. We went to various venues such as Yorkshire Wildlife Park and Bridlington and did activities such as cooking and feedback was very positive.

Q: (SF) Could you add some detail to the Strategy around this please and where possible the percentage of students benefitting from each strategy.

A discussion followed around the reporting restrictions of the template, the difficulty for school staff to allocate finances when they have little discretionary spend and also the governors' responsibility to approve a document when they do not have delegated responsibility for finances and do not have view of last year's spend. However, it was accepted that this is a DfE template to follow. KA suggested a Trust statement outlining GAG pooling.

ACTION: JOB to discuss with the Director of Finance the request for a Trust statement explaining GAG pooling to accompany each school's PP Strategy

ACTION: KA to add the proportion of PP students benefitting from each strategy, where possible

23 ATTENDANCE AND BEHAVIOUR REPORT

23.1 Attendance

- Whole school attendance to date is 94% (same period last year was 93.3%)
- Boys' attendance is 94.3%, girls' 93.5%
- Non – PP attendance is 95.2%, PP 89.3%
- Non – SEND 93.9%, SEND 93.9%
- 40% students have 100% attendance
- 4 students are at Alternative Provision

Q: (MK) The improvement in attendance is brilliant but why are Year 10 and Year 13 lower than the other year groups?

TB: Year 10 are generally the lowest in secondaries but this figure has improved from last year's Year 10 attendance and is also 1% stronger than the cohort when they were in Year 9. Year 13 is such a small cohort that any absence makes a significant difference. Two students, both of which are on attendance plans, skew the Year 13 attendance.

Q: (SF) During the time you were waiting for the Home Visits Policy to be approved, who carried these out?

TB: I did them.

Q: (MK) Why do you believe all Trust schools' attendance has increased?

TB: There is lots of collaboration of attendance leads; we are a close-knit group that share good ideas. We have regular meetings and the new guidance has helped.

JOB: A Trust wide Attendance Policy will come into force from September 2025.

23.2 Behaviour

- Behaviour continues to improve
- 72.5 days have been lost to suspensions since the start of term (comparable period last year was 168.5)
- There were 64 incidents, involving 30 students
- 75% suspensions were girls
- Most suspensions are by Year 8
- There have been 0 permanent exclusions
- The ARKK unit supports with behaviour and re-integrating students back to school
- Arbor behaviour does not presently have the functionality for students to spend reward points

Q: (KB) Where are the repeat offenders?

JT: Most are Year 8 girls; we are looking at targets for specific groups. We are being more proactive with the data we have. Most incidents are defiance.

TB: We have conducted single sex assemblies focussing on attendance for girls and apathy and inappropriate contact for the boys.

Q: (SF) A reduction from 84 suspensions for the equivalent time in 2023/24 to 64 this year is really good. Why is there a disproportionate amount of PP students being suspended?

TB: This is mostly a lack of engagement from some parents from Hull who do not support our behaviour policy.

Q: (SF) Can you carry out re-integrations without parents?

TB: We try not to, but sometimes we have to, as parents fail to support and keeping the child in reflection until the meeting takes place is punishing the student.

TB: An issue we have is that students cannot spend their points in a school shop due to an Arbor restriction as the data does not pull through.

NH: This has brought difficulties as we are 11 weeks in and have been told the resolution will be imminent. We need the solution to keep students engaged and rewarded.

TB: Another issue is that behaviour warnings cannot be seen by students on Arbor and so they don't know how many sanctions they have had. The Trust MIS Manager has promised that both these issues will be sorted very shortly.

24 SAFEGUARDING REPORT (data from start of autumn term 2024)

- Strong safeguarding culture in the school
- 14 Children in Need, 6 under Child Protection
- 8 Operation Encompass notifications
- 12 Smoothwall alerts
- Schools Safeguarding conducted an audit 3 October 2024 – which was very positive. Any areas for action are being addressed

Q: (MK) It is great to see Matt here (new DSL), what is the timeline for the handover?

TB: We have almost completed the handover. I have changed the DSL details on the policy and around the school. I will be DDSL.

Q: (KB) It is good to see Smoothwall alerts reducing, but there have still been 12. What do you do with the alerts?

TB: Smoothwall identifies the student and the site of concern they have searched. We raise concerns with the student and the parents.

Q: (JB) Do you receive many false positives, generating noise on Smoothwalls that aren't really an issue?

TB: *Not many, but sometimes a topic within the curriculum can trigger alerts.*

25 SEND REPORT

- 44 students have an EHCP (Education Health Care Plan) and 79 have K support (additional needs)
- 18 of which are supported in the Enhanced Resource Provision
- Forest School started in November, supporting two groups of students

Q: (SF) *It is fantastic that the Year 7 parental survey was overwhelmingly positive about the support received. Will the survey be replicated to other year groups?*

KA: *Yes, when the parents' evenings take place.*

NH: *We received 253 parental survey responses over 5 parents' evenings last year and there has been a significant shift in positivity.*

KA: *We also hold monthly SENDCO surgeries, so we are very accessible to families. These are booked in for the year and entered onto the Arbor calendar, so parents know when they are. We also go out to hard-to-reach parents.*

Q: (SF) *Is there much cross over between PP and SEND?*

KA: *Yes.*

Q: (MK) *How do you evaluate the effectiveness of the outreach?*

KA: *We have positive feedback from families and attendance has also improved.*

C: (TB) *The attendance of SEN and Non – SEN being the same at 93.9% is commendable.*

26 COMPLAINTS REPORT

- 38 formal complaints received across the Trust since the start of this academic year – 12 are from parents of Holderness students
- This is a reduction from 28 for HT1 2023/24
- 3 are repeat complainants

C: (SF) *It is good to see complaints reducing. This supports the SEF which details the recent engagement with the community.*

27 GOVERNOR LINK VISITS

A Link visit has been conducted for safeguarding and curriculum.

All other Links were reminded that new visit forms are available on GovernorHub and the visit must take place before Christmas.

ACTION: J Bagnall (Behaviour), K Harding (Careers), L Smith (Community), T Marrow (SEND), S Laud (Literacy) and H Robinson (PP) to complete their link visit and send the completed form to GS this term

28 GOVERNOR TRAINING

Most of the Board had completed at least two training modules, including safeguarding.

ACTION: J Bagnall, T Marrow and H Robinson to complete the training before the next meeting (all posted on Governor Hub noticeboard). GS to inform TB /MW when all training is complete so that this can be written into the safeguarding reports

29 DATE OF THE NEXT MEETING

Monday 10 February 2025 (pre-meet 4.15pm)

30 AOB

All were reminded that if members of staff are discussed during the meeting, this should be under Part B.

31 ACTION POINTS

- 31.1 **ACTION: Governors to inform GS if they would like to be Vice Chair (minute 18.1)**
- 31.2 **ACTION: A Wilds to update the LGB on progress made in maths at the February meeting (minute 18.2)**
- 31.3 **ACTION: Organogram to be circulated showing number of staff and vacancies per department (minute 20)**
- 31.4 **ACTION: Governors to have a preparatory session in January 2025 with S Shaw / G White, focusing on answering questions around the PP strategy and general prep for an Ofsted visit (minute 20)**
- 31.5 **ACTION: SF and KB to carry out a review in Literacy in January (minute 21)**
- 31.6 **ACTION: M Mawer (maths) and A Lowery (English) to be asked to present at the next meeting, 10 February 2025 (minute 21)**
- 31.7 **ACTION: JOB to discuss with the Director of Finance the request for a Trust statement explaining GAG pooling to accompany each school's PP Strategy (minute 22)**
- 31.8 **ACTION: KA to add the proportion of PP students benefitting from each strategy, where possible (minute 22)**
- 31.9 **ACTION: J Bagnall (Behaviour), K Harding (Careers), L Smith (Community) T Marrow (SEND), S Laud (Literacy) and H Robinson (PP) to complete their link visit and send the completed form to GS this term (minute 27)**
- 31.10 **ACTION: J Bagnall, T Marrow and H Robinson to complete the training before the next meeting (all posted on Governor Hub noticeboard). GS to inform TB /MW when all training is complete so that this can be written into the safeguarding reports (minute 28)**

The meeting closed at 7.10pm

