



Minutes of the meeting of the Local Governing Body of Cottingham High School
Thursday 13 February 2025, 17:30

GOVERNORS PRESENT

Mr V Tennison (Chair, VT), Mr J Mason (JM), Mr S Howe (SH), Mr J Kerby (Headteacher, JK), Mrs L Rodgers (LR), Mr C Wright (CW)

ALSO IN ATTENDANCE:

Mrs L Craxton (Clerk to LGB, LC), Mrs C Hocking (Guest, CH), Mr J O'Brien (Director of Improvement and Standards, Secondary and Post-16, JOB), Mr G Paddison (Guest, GP), Mrs C Nicholls (Deputy HT, CN)

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

33 WELCOME AND INTRODUCTIONS

VT welcomed all to the meeting introduced CH And GP. CH is a newly elected parent governor and GP is Trust-Appointed. Both will officially join the LGB once DBS checks have been completed

C Murdock is no longer a parent governor and all present thanked him for his valuable contributions to the LGB

34 APOLOGIES

Apologies had been received and accepted from RF and JP

Resolved: That consent be given to the above-named governors

35 DECLARATIONS OF INTEREST

All declared and recorded

36 MINUTES OF THE LAST MEETING (Thursday 21 November 2024)

Resolved: The minutes of the meeting held on Thursday 21 November 2024 were declared a true record and are to be signed by the Chair, VT

37 ACTION POINTS

ACTION: Safeguarding report, next steps and actions to be discussed at the next meeting **Carried Forward**

ACTION: SG report to include comparisons to previous years and state year groups, gender and key groups **Carried Forward**

ACTION: Link governors to book in their next visit before the end of term **Carried Forward, see minute 41**

ACTION: RF to register on Governor Hub and RF and LR to complete mandatory training by 20 December 2024 **See minute 41**

38 HEADTEACHER'S REPORT

- Lower admission numbers expected in the coming years due to current declining birth rate
- Recent QA visit from G White, ex-HIMI, validated the approaches of the leadership team
- Stakeholder and student surveys due to start

Q: (VT) What is PAN looking like this year?

JK: years 7, 8 and 9 are good, they are sitting around 178, 178 and 180. KS4 is lower at 151 – 156 but there is always an historical drop off. We are confident we won't lose momentum and we will retain higher numbers

C: (CW) We've had 2 admissions this week in Year 10 alone, we are looking strong now

Q: (JM) Do you know how many we lose to Ron Dearing and Bishop Burton?

JK: Roughly 10-15 per year group. Once we have formed stronger apprenticeships, we won't lose so many

Q: (SH) Are the LA strict with the PAN? Could you go over without having to increase it?

JK: There are challenges if we go over PAN. Another issue is the 2 LA's (Hull CC and ERYC) don't necessarily communicate with each other and we only find out late what the admission are

C: (JK) We are sometimes asked to accommodate bulge groups

Q: (GP) There are around 4000 new homes under construction and in planning, will this affect your planning?

JK: No, one of the problems with that is it's not hitting the key demographic, the houses are priced out of young families' range

C: (JK) Fair Access also poses a problem

Q: (CW) If you permanently exclude, do you have to take another in?

JK: No, not under this local authority

Q: (CP) Do you celebrate all of their achievements?

JK: Yes, and apprenticeships are best for some

C: (CW) The Year 7 video was great but traditionally the school hasn't been that well marketed

C: (JK) There is a Year 6 marketing initiative underway, they will be invited to come and spend a day in school and use bespoke facilities

Q: (CW) Will it be all of the feeder primaries? *

JK: Yes but we will work with as many primaries as possible

Q: (JM) Do KS3 get independent careers interviews?

- 2 -

Signed by the Chair:



Date: 24 April 2025

JK: Yes. KS3 is targeted more towards PP but in KS4 all students get them

C: (VT) It's good for the careers element and guidance to start in year 7

Q: (VT) How did you find the process of GW's visit?

CN: It was very transparent, she reinforced that we were going in the right direction, it was a really beneficial visit

* CW had previously declared an interest in regards to this question

39 ATTENDANCE AND BEHAVIOUR REPORT

Attendance

- Attendance currently 92%
- Year 7 highest at 95.8%, Year 11 lowest at 89%
- Boys slightly ahead of girls at 92.1% and 92% respectively
- PA at 20.8%
- Strengths include the morning tracking of registers, launch of the Attend framework and clear and effective policy
- Areas in need of development include parental engagement and universal approaches across all year groups

Behaviour

- 231 days lost to suspensions
- Boys (152.2 days lost) receiving more suspensions than girls (78.5 days lost)
- 3 Permanent Exclusions
- 73.5 days lost for SEND, 123 days lost for PP

C: (JK) A certain level of details is needed to track trends

C: (VT) Tracking is needed all the way through the school

C: (CN) Legacy issues include no tracking. Our new Attendance Policy is a more supportive approach. Rewards have been affected by the industrial action but great resilience has been shown. The majority of students behave, especially at transition times, but we still have small cohorts who cause issues. Behaviour in the classroom has improved

Q: (VT) Has attendance been affected?

JK: It has dipped but historically, we would see a dip in the run up to half term. Year 11 has better attendance in the run up to PPEs

C: (CN) There is also an Attendance Guide in progress

Q: (VT) SEND is very much in focus nationally at the moment, how are they adapting?

CN: The pastoral teams have worked to provide assurances but it's difficult sometime to let Trust staff know who is who. The Haven and Bridge remain available and there are calm, academic spaces too

C: (CW) The Bridge is also good to integrate managed move students

40 SAFEGUARDING REPORT

- 19 children open to Early help (YTD)
- 5 Children in Need (YTD)
- 5 on a Child Protection Plan (YTD)
- 6 Operation Encompass alerts received (YTD)
- 29 Smoothwall incidents flagged (YTD)

Q: (VT) Are you keeping on top of the calls home?



CN: Yes, the DSL regulates home visits and has full oversight. The pastoral teams also conduct home visits and phone calls

C: (SH) My link visit was very positive and there are clearly strong relationships between staff and students. I'll book in with the DSL for a catch-up

C: (CN) Prevent training could be an area for development. It will also be useful to link up with Winifred Holtby Academy

Q: (SH) Is there an urgent need for more Prevent training?

CN: No, it's more to keep in line

C: (CN) Our biggest focus is low-level concerns

Q: (VT) Will you use the data from the safeguarding quick to train?

CN: Yes and it shows more low-level concerns training is needed. The DSL keeps parent communications up to date

Q: (JM) After the recent tragic event in Sheffield, is training available for staff. Are they aware of how to deal with similar?

JK: There are critical incident and post-incident procedures in place. Trauma follow-up needs more work

C: (CN) There is a lockdown system but no specific training on knives

Q (VT) How does a school prepare for that?

JK: The school would be in lockdown, the staff would not come face to face with the bladed article. There is no wide range of training to deal with that. Advice from specialists is to remove yourself from the situation

Q: (VT) when was the last lockdown drill?

CN: Last year. We will be planning another soon, it is needed

Q: (CH) How do you record safeguarding concerns and identify trends?

CN: On CPOMS and the different Trust categories allow us to identify trends

C: (CN) We also educate on incidents that happen outside of the school

ACTION: SH to contact DSL to arrange catch-up

41 GOVERNANCE MATTERS

41a Governor Link Visits

No link visits have taken place this half term. This is reflective of the current situation and accepted

Last term: SH conducted a safeguarding visit on 28 November 2024. Policy and procedure is clearly followed at CHS, no serious issues raised

41b Governor Training

With the exception of RF, all governors have completed their mandatory training

ACTION: RF to register on Governor Hub before the next meeting and complete the mandatory training. VT to follow up with RF



42 DATE OF NEXT MEETING

Thursday 24 April 2025, 17:30. Pre-meet from 16:30

LR has sent apologies for the next meeting

43 ANY OTHER URGENT BUSINESS

43.1 Teaching and Learning Policy (CW)

C: (CW) I want it on record that, during the industrial action, the actions that are being shown by various staff members don't represent the general feel of all the staff. I think it's vitally important that it's noted that the members of staff who are in generally support the leadership team. You are always going to have those members of staff who just want to come to work and don't really have an opinion but the general buy-in from staff is to support the leadership team. They are fully supportive of the journey the school is on. Members who are affiliated to other unions and unions who are striking – It is worth noting that NEU members are in and, again, the reason they are in is because they don't agree with it and they support the direction this school has taken and I think that's really important that that is made public that there are staff who are in because they support you, they are 100% behind what you are doing and that is going to continue to remain the same. On a personal point of view, the only people that miss out in all of this is the students so the fact this school is remaining open, the fact that lessons are still taking place, the fact that you are all 'putting a shift in' needs to be publicly acknowledged. It's a thank you, and I'm sure VT would agree, from the LGB for the amount of work you have been putting in to ensure that these students...this is what it's all about, we have an obligation to our students and the fact that you are going above and beyond to support our students needs to be acknowledged

44 ACTION POINTS

44a ACTION: Safeguarding report, next steps and actions to be discussed at the next meeting **(minute 37)**

44b ACTION: SG report to include comparisons to previous years and state year groups, gender and key groups **(minute 37)**

44c ACTION: Link governors to book in their next visit before the end of term **(minute 37)**

44d ACTION: SH to contact DSL to arrange catch-up **(minute 40)**

44e ACTION: RF to register on Governor Hub before the next meeting and complete the mandatory training. VT to follow up with RF **(minute 41)**

Part A closed at 18:45 and CH, GP and CW left the meeting

