



Minutes of the meeting of the Local Governing Body of Cottingham High School,
Thursday 24 November 2022 at 17:30

GOVERNORS PRESENT

Mr A Brattan (Chair, AB), Mr J Dodd (JD), Miss S Etherington (SE), Mr S Howe (SH), Mr S Kind (SK),
Mr J Leeming (JL), MR J Mason (JM), Mrs L Rodgers (LR), Mr L Wilson (Headteacher, LW),

ALSO IN ATTENDANCE:

Mrs N Carlisle (NC), Mr D Clement (DC), Mrs L Craxton (Clerk to LGB, LC), Mr A Wardle (AW)

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

18 WELCOME AND INTRODUCTIONS

AB welcomed all present and noted it was JD's final meeting.

AB, LW and all present thanked JD for his support over the years and wished him well for the
future

Sam Kind was also welcomed as the new Trust-Appointed governor

19 APOLOGIES

No apologies had been received from C Murdock & M Wolverson

ACTION: LC to follow up with CM & MW with regards to their absence from the LGB

20 DECLARATION OF INTERESTS

JM – Mrs Mason (baking)

21 LGB MEMBERSHIP

SK has taken over as Careers Link governor from JD

Also see minute 23

22 MINUTES OF THE LAST MEETING (Thursday 06 October 2022)

Resolved: That the minutes of the meeting held on 06 October to be confirmed as a correct record
and signed by the Chair, AB

23 MATTERS ARISING FROM THE MINUTES

ACTION: LC to email all absent governors with regards to electing the 2022/23 Chair and VC **Completed. AB & JM voted in as Chair and Vice-Chair respectively for the 2022/23 academic year**

ACTION: The PP plans will be presented at the November meeting **See minute 09**

ACTION: All governors to complete the 'Certificate in Safeguarding for School Governors' module on The National College before the next meeting **SH & MW yet to complete the SG module. LC to follow up. See minute 14**

ACTION: LC to check with L Thompson, Director of Governance, re: the November meeting requirements and training planned as there is confusion around how and when the training will take place **Completed. Once FFT dashboard data is available, Jamie O'Brien will look at putting together an online training. To be removed from the minutes**

24 HEADTEACHERS REPORT

LW noted how refreshing it was to be able to share a lot more of the good things happening at CHS as these sometimes get overlooked

Highlights include:

- Alternative Curriculum Day which included 'Restart a Heart' among many well-being activities. Positive feedback was received from all participants
- Rewards Evening
- European Day of Language
- Macmillan Bake Sale
- 8 runners qualifying for the next Cross Country event to be held in Scunthorpe
- Year 10 rugby continues to go from strength to strength
- 3 boys selected for local football teams
- Girl's football growing in popularity
- 2 students achieving well in badminton
- Head Boy and head Girl attended the Remembrance Day service at St Mary's
- CPDL remains a high priority
- PSHE programme to focus on 4 main areas: Health & Wellbeing, Relationships, Living in the Wider World and Fundamental British Values
- England's opening World Cup match was shown in school for students wishing to watch it
- Newsletter highlights all of the good work done in school – AB welcomed the newsletter and thanked all for their contributions
- ±£700 raised for Children in Need

Q: (AB) Priority 5 in the SDP reflects the wellbeing agenda. Are there enough people to support the students? Is there access to the Educational Psychologist?

LW: No, there is never enough in any organisation, but we do what we can with the resources we have at our disposal

C: (DC) The EP identifies the needs of the student, the Mental Health Support Worker supports the emotional wellbeing and we work closely with CAMHS and the Tigers Trust. We also have bespoke services for support with bereavement, gender bias and sexual assault, to name a few

C: (LW) We do cover a lot but we could do with more support, we need to do more countrywide. This problem is not unique to us

C: (NC) The Tigers Trust offer the lower level help and in some cases this stops it from escalating

C: (LW) Part of the work is to distinguish whether the student is just feeling down for that day or if there is something much deeper. There are lots of good initiatives used

C: (LW) The Rewards Evening is always a success. I urge governors to attend next year if they are able to do so

C: (AW) I'll let you all know when Rewards Evening is as soon as the calendar is set

Q: (SE) I noticed you hosted Children in Need on the same day as the football – was this intentional?

LW: Yes. We decided to combine the 2 to make it more of an event and to also help keep attendance up. No other England games are scheduled in school time in the knockout stages!

25 PERFORMANCE DATA REPORT

FFT Dashboard Data unavailable at the time of writing the report and this report provides an update on the previous one only

- Countrywide there has been a reduction in P8
- P8 based on summer 2022 exams thus bringing down the scores as these were significantly lower than the 2019 figures used last time
- CHS P8 2022 ranking -0.48
- Despite students leaving with grades that could have been improved upon, no students were negatively affected and were able to begin their chosen pathway following Year 11

C: (AB) Maths has a massive impact on P8, I'm glad it's been addressed

C: (JM) It's also not to underestimate the continued impact of the pandemic, it will take a long time to get back on track

C: (LW) Jamie O'Brien (TCAT Director of Improvement & Standards: Secondary & Post-16) has looked into Maths and is happy to step back until the spring term to give time for the impact to take effect. JOB is positive regarding our efforts to improve Maths

Q: (JM) Can we wait for Maths PPE before stepping back?

LW: We have to give things time to change, it's only been 3 weeks since the PPEs

26 SCHOOL DEVELOPMENT PLAN

The SDP was ratified at the previous meeting. The only change to the plan is it is now RAG rated. Progress meeting to take place at the end of term with updates reported to the LGB at the January meeting

AB urged governors to complete the governor comment box with any linked visits and any other comments they may wish to make

Q: (SH) Does red concern you more?

LW: When we looked into it, we weren't too concerned

C: (AW) Red just means we haven't started it yet

C: (LW) When we come to review it in 3 weeks' time, we'll be asking why if there are still red areas

- Q: (JD) Could the amount of actions be too ambitious?

LW: Possibly, yes. The reality is when we review it we may remove some that, on reflection, are not a priority. This will enable us to fully focus on the rest

C: (AW) It's also important to note that some actions span a 2-year period

27 PUPIL PREMIUM STRATEGY

Covid carry-forward 2020/21	£20 000*
Recovery Premium	£70 104
School-Led Tutoring	£39 000
Projected Spend	£70 003.50

* - to update

The PP Strategy has been broken down into 3 strands:

- Quality of Teaching & Learning
- Targeted Support
- Wider Strategies

These include but are not limited to:

- Yipiyap provide 1:1, 1:2 & 1:3 tutoring in English, Maths and Science. Funding covers 60% costs, CHS fund the remaining 40%
- Yr12 students employed as tutors & Summer School tuition
- Cover to support staff undergoing instructional coaching programme
- Laptops allocated to recovery cohort across Years 7-11
- Digital tracking for lesson engagement
- YMHFA (Youth Mental Health First Aid) for all PP tutors
- 30 Reading Plus licenses purchased. CHS looking into increasing this as will work out much more cost-effective

C: (NC) Reading is a big focus for us this year. Maths has similar figures to reading but unfortunately there is no package available for it

C: (AW) After school help has not been well attended. We will have to look at taking them out of other subjects for 1-2 hours per week to help with their maths. Funding is also to reduce from next year so we will have to look closely at our budgets to make sure we can maintain the interventions that are working well

Q: (JD) Is the data from KS2 reading accurate? Does it provide a reading age?

NC: No, we don't get a reading age

C: (AW) Increasing parental engagement remains a big focus for us. There are a number of events coming up too including 2 careers interviews and a day in the life at university

Q: (AB) Are these events specific to the DA group?

AW: The 2 interviews yes. All non-DA get one

C: (JD) I know from experience that K Dimmack helps them with the practicalities of the application process too

C: (JL) Due to the current economic crisis, DA will increase

C: (LW) Our role is to do as much as possible to help DA with progress and I can't stress enough the need to move away from 'closing the gap' terminology and think of a better strap line.

Q: (SE) Are they allowed to take home the books read in English lessons?

AW: No. The English department has adopted a whole novel study and the students are encouraged to read others but not at home

C: (NC) They are encouraged, however, to take from the library and every PP student in Year 7 will have a book purchased for them to take home and read for pleasure

C: (JL) We also expect them to bring in a book from home for tutor time

C: (LW) The library is well-resourced, and the librarian is very passionate and has lots of ideas to get the interested in reading

C: (JL) Faculties other than English are also holding lessons in the library

Q: (JM) Is online reading measured?

AW: No, that is a difficulty one to measure. Mon Davison has shared a disciplinary reading approach and this is to be rolled out in January. It will encourage the students to acknowledge all forms of reading, not just books

28 INCLUSION UPDATE

28.1 Safeguarding Update

- 3 students currently in a Category of Concern
- SG team attended 17 agency meetings during the first half term and made 6 requests for additional support
- 7 Operation Encompass alerts received during the first half term
- 320 safeguarding concerns logged
- 8 students currently LAC
- Attendance sitting at 93.3% at the time of the report. CHS is conducting more home visits and the EWO (Education Welfare Officer) has come into school 3 times this first half term
- A number of PA still a cause for concern
- Suspension are up but still lower than national figures
- 1 PEx conducted

28.2 ERP Update

- The provision is onsite and run by LSAs (Learning Support Assistant)
- 6 students currently accessing AP
- Managed moves have been successful on the whole so far

28.3 SEND Update

- 19% of the whole school cohort identified as SEND
- Impact of KS3 intervention:
 - 11/17 have made progress in a reading group
 - 9/12 have made progress with a reading mentor
 - 100% have improved on their functional skills and 1:1 literacy
- Students continue to access the Tigers Trust reading groups
- Tutor time support is provided for targeted PP groups
- SENDCo has completed the CCET/AAC Exams Access Assessment qualification. All EEA testing can now be done in house. The LGB passed on their congratulations
- SMASH practitioner comes into school 1 day per week
- This year sees the largest Year 7 cohort with significant needs in a long time

C: (AB) We need more governors to be Safer Recruitment trained

C: (DC) I'll look into it. There is 2 day course available but I'll check what the module on The National College is like and feedback to you.

Q: (SH) Firstly, credit to the school, these figures show the hard work done. What support is given for these individuals who are still absent from school?

DC: It's a challenge but we start with Attendance First meetings

C: (LR) Aside from those who are genuinely unwell, I notice SEND absence is quite high

C: (DC) There are a number who have not yet engaged after lockdown ended

Q: (LR) Do the Pastoral Teams and Heads of Year feel skilled enough to cope with the complex needs?

DC: They have expanded on their remit and have trained up. They are currently working on emotional school avoidance

ACTION: DC to look into Safer Recruitment training for governors

29 RISK REGISTER

- Academic achievements in Maths placed at Risk 1. This is on the back of lower than expected results
- 6th Form recruitment at 4 although strong relationships formed with students lower down in the school remains a positive for CHS

ACTION: JL & LW to look into Level 2 courses for Years 12 & 13

30 LINK VISITS

17/11 – SH conducted a SCR audit. No issues raised

18/11 – JD & SK met with K Dimmack. This meeting also doubled up as handover meeting. No issues raised

18/11 – SE conducted an SDP Priority 4 visit – behavioural management and positive discipline. No issues raised

23/11 – AB conducted a SDP Priority 5 visit – wellbeing. No issues raised

Careers Week w/c 06 March – JD hoping to attend. AW asked for support with sourcing work placements for Yr10. Governors to let AW if they can provide a place or know of any organisations who can

ACTION: Governors to feedback to AW with regards to Careers Week placements

31 GOVERNOR TRAINING

Due to accessibility issues on The National College, all required module deadlines have been extended until the end of the Autumn Term

ACTION: SH & MW to complete 'Certificate in Safeguarding for School Governors' before the end of the Autumn term. Failure to complete this in time may result in access to the next meeting being denied as per Trust Board instruction

ACTION: AB, JL, CM & MW to complete 'Certificate in the Role of a School Governor' as soon as possible

32 DATE OF NEXT MEETING

Thursday 26 January 2023, 17:30

33 ANY OTHER URGENT BUSINESS

None

34 ACTION POINTS

34a ACTION: LC to follow up with CM & MW with regards to their absence from the LGB (**minute 19**)

34b ACTION: DC to look into Safer Recruitment training for governors (**minute 28**)

34c ACTION: JL & LW to look into Level 2 courses for Years 12 & 13 (**minute 29**)

34d ACTION: Governors to feedback to AW with regards to Careers Week placements (**minute 30**)

34e ACTION: SH & MW to complete 'Certificate in Safeguarding for School Governors' before the end of the Autumn term. Failure to complete this in time may result in access to the next meeting being denied as per Trust Board instruction (**minute 31**)

34f ACTION: AB, JL, CM & MW to complete 'Certificate in the Role of a School Governor' as soon as possible (**minute 31**)

POST MTG NOTE: LR had completed and issued her SEND Gov Link visit note on 21/11/22 but this was not raised at the meeting

Part A closed at 20:11 and NC, DC, JL & AW left the meeting

