



Minutes of the meeting of the Local Governing Body of Cottingham High School
Thursday 24 April 2025, 17:30

GOVERNORS PRESENT

Mr V Tennison (Chair, VT), Mr R Ferguson (RF), Mr S Howe (SH), Mr J Kerby (Headteacher, JK), Mr J Pinchin (JP), Mr C Wright (CW)

ALSO IN ATTENDANCE:

Mr B Aird (Assistant Headteacher, BA), Mr D Clement (Assistant Headteacher, DC), Mrs L Craxton (Clerk to LGB, LC), Mrs A Etheridge (Assistant Headteacher, AE), Mr R Hill (Academy Improvement Leader, RH)

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

45 WELCOME AND INTRODUCTIONS

VT welcomed all to the meeting

46 APOLOGIES

Apologies had been received and accepted from C Hocking, G Paddison and L Rodgers

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

No apologies had been received from J Mason

ACTION: LC to follow up with JM with regards to his absence from the LGB

47 DECLARATIONS OF INTEREST

All declared and recorded

48 READING PLUS PRESENTATION

RH gave a brief overview of Reading Plus

- Reading Plus intent: reading for Pleasure and reading for Purpose
- Historically used as an intervention tool, this is not the case now
- The programme allows for access to lexile appropriate texts, tracking of reading speed and bespoke vocabulary and reading comprehension assignments

- Insights baseline places students in quadrants based on their simple view of reading
- Each student has access to their own bespoke dashboard
- Once implemented, the student will be expected to complete a minimum of 2 assignments per week, 10 mins of vocabulary and 15 minutes of reading comprehension
- Year 7 complete 2 additional weekly tasks as homework
- All work is able to be monitored in real time

Q: (CW) How does the tutor model how reading is expected? How do they make sure the importance of reading is understood?

RH: I'm here for 3 days per week. I'm in and out of lessons and I can see it in each classroom.

Student voice feedback is also positive and the librarian is promoting reading for purpose

Q: (VT) Is the strategy mapped out and contextualised just for CHS?

RH: It is written for CHS and presented to SLT

C: (VT) It would be good to have you back for an update

Q: (VT) What do you want from Reading Plus?

RH: I would like it embedded better and rolled out successfully

C: (VT) When you come back to the LGB I'd like to understand the impact of this as this is fundamental in improving all curriculum areas

Q: (VT) Are you enjoying it, do you feel the impact?

RH: Yes. It's good to be based here 3 days a week, I can see the full impact

C: (JK) This has had a massive impact, we are lucky to have Richard 2 days per week

ACTION: RH to attend a future LGB meeting to give an update on Reading Plus

RH left the meeting at 18:07

49 MINUTES OF THE LAST MEETING (Thursday 13 February 2025)

An addition to clarify a comment was agreed

Resolved: After the amend, the minutes of the meeting held on Thursday 13 February 2025 were declared a true record and are to be signed by the Chair, VT

50 MATTERS ARISING

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 **Action closed as per Chair. Link themes to be agreed at the June meeting in preparation for the new academic year. Staff governors to liaise with VT as to where they can be best deployed. VT to monitor**

ACTION: SH to contact DSL to arrange catch-up **Completed**

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

51 HEADTEACHER'S REPORT

- Student numbers remain a risk
- 4 Maths specialists appointed
- Current vacancies in Art, Business and Science along with a pastoral position
- Post-strike feedback from parents/carers and students addressed
- Work to begin with Chair, HT and SLT with regards to building on the culture and systems of CHS
- IAMCompliant used for all safety checks
- No site concerns reported
- Successful fire evacuation drill carried out

Q: (SH) Are you planning a scenario where an exit is blocked, for instance?

JK: Yes. Going forward, the first will be scripted and all will be aware, for the second, the staff will be aware of the timeframe only and the third will be a worst case scenario with some form of impediment

Q: (VT) Do you have any ideas of how to promote CHS as a school of choice?

JK: We have looked at transition and historically there is no robust approach to getting into primary schools, we have relied on open events and siblings. Part of the new approach is to target Year 5 and invite them in to spend the day here. They'll follow their own curriculum for the larger part of the day but will attend one or two of our lessons. We will also run a Cott Fest for primary only

Q: (VT) Do you reach out to parents?

JK: Only existing ones currently

C: (CW) We need to be mindful we are doing what all of the other secondaries are doing, we need to get in earlier. We should be marketing ourselves during SSP (School Sport Partnership) events

C: (JK) Targeted culture work is underway, we need to move away from the negative

C: (VT) JK and myself are working with SLT on the culture but the LGB have a part to play too

Q: (RF) Was the Edurio survey sent to all stakeholders?

JK: Yes. Staff, students and parents/carers all received their own survey. CHS had the best student response rate Trust wide

C: (RF) It would be good to see an analysis of the results

Q: (RF) Have you checked in with the student council regarding the strikes?

JK: Yes. We have a student council and a year council. The student council sit in on some of the SLT meetings and feedback. The student council will also take over one HT briefing

Q: (VT) Would RF be able to link up with the student council?

JK: Yes, of course. D Gath would be the first point of contact

C: (RF) The Royal Society of Chartered Surveyors are keen to come in and speak to girls about certain subjects and careers

ACTION: JK to forward a copy of the legionella report to VT

ACTION: JK to forward the individual schemes of work to VT

ACTION: LC to forward RF details to D Gath re student council

ACTION: RF to speak with DG regarding the Royal Society of Chartered Surveyors visiting the school

52 QUALITY ASSURANCE SUMMARY REPORT

- Safeguarding remains a positive for the school
- Reading Plus showing gaining momentum

- SEND participate fully in Drama, French and Music
- Fortnightly EWO meetings held with DHT and Attendance Officer
- Learning walks and drop-ins conducted in line with protocols

C: (JP) Homework feels disjointed. It differs from subject to subject

JK: We have seconded an SLT member who is working with all heads of department to align and from September we will be relaunching expectations to students

Q: (CW) Is there a risk students will be expected to log in to too many platforms?

JK: I see your point. Educake is the goal for many subjects and Sparx is preferred for Maths. GCSE Pod is revision based

C: (JP) The more streamlined it is, the better we can track it

C: (JK) Yes, we will be able to see the gaps and address them quicker

Q: (CW) Will isolation students be on the same platforms as they currently access Oak Academy?

JK: From September, everything will be aligned, we won't need Oak Academy anymore

Q: (VT) Will staff CPDL drive improvements?

JK: We are mapping out trainings and leaders are conducting drop-ins to track areas of improvement

Q: (VT) Is CPDL siloed by subject areas?

JK: No, it's a lot more generalised and focused on teaching strategies

C: (VT) Whole school thinking, whole school systems – each area could be assigned a challenge

C: (AE) Something similar to that has been done but it wasn't departmental

C: (JP) I'm impressed with M Davison and the Teaching and learning Framework training. Linking together and everybody sharing best practice would be great

53 ATTENDANCE AND BEHAVIOUR REPORT

Attendance

- Attendance currently 91.5%
- Year 7 highest at 94.9%, Year 11 lowest at 89.2%
- Girls slightly higher than boys at 91.6% and 91.4% respectively
- PP 85.9%, SEND 87.1%
- Persistent absence high at 23.1%

Behaviour

- 376.5 days lost to suspensions so far this academic year
- 248.5 days lost for boys, 128 days lost for girls
- 3 permanent exclusion

The draft Attendance Strategy and Parent Guide to Attendance were shared with the LGB

Q: (VT) What is working, what makes the document a strategy?

JK: When the policy was put together, we saw we needed emphasis on particular points. We needed more direction and clearer steps

C: (BA) The policy was fine, the implementation was not there

Q: (VT) It has a punitive focus?

AE: It has to for the students on 90% and below. Historically, we have not been punitive enough

C: (SA) The biggest impact we have seen so far is for severe absence

Q: (CW) From the penalty aspect, the LA bats a lot back to us, they don't want to prosecute. Do we know what it's like in order areas? Across the bridge for instance?

SH: Fines are not the answer and they don't work. We need to drill down to get to the reason behind poor attendance

C: (JK) AE promotes the strategy in assemblies and offers wrap around care

Q: (VT) How are we going to be the school of choice? The strategy is a stepping stone, we need mechanisms in place from the point the student steps into school. We need to utilise lunchtimes properly with club activities for instance

BA: We are busy discussing that at the moment and building that culture

C: (VT) Trust school comparators cannot be the driver, national average has to be

C: (BA) FTEs are predominantly AD

Q: (CW) What are we doing about it?

BA: We have done an audit and are looking at how CHS puts strategies in place to keep them in school. New staff members are doing great things

C: (AE) M Davison is looking at specific SEND training and is creating an inclusion manual

C: (AE) FTEs are higher than last year due to the new Behaviour Policy, it was expected

Q: (RF) Is there a zero tolerance approach?

AE: Yes

Q: (VT) Are you happy with the sanctions?

BA: Yes. We look at the tariff and make sure we get it right

54 SAFEGUARDING REPORT

Year to date:

- 29 children open to Early Help (YTD)
- 11 Children in Need (YTD)
- 7 children on a Child Protection Plan (YTD)
- 22 Operation Encompass alerts received
- 55 Smoothwall incidents

Q: (SH) Can we see categories such as peer-on-peer abuse, CCE etc?

AE: Yes

Q: (VT) It references ligature cutters, is there a rise in mental health concerns?

JK: We have an open approach and risk assessments are built in

Q: (VT) Are you aware of the site blind spots?

JK: The whole site does have CCTV but we are aware of those parts that are not covered

Q: (VT) Are you ahead of contextual issues like snus and TikTok challenges?

JK: Our safeguarding offer is reviewed every half term. The flexibility built in allows us to add new issues as and when they arise

C: (AE) The LA also send us info

Q: (VT) Is there a PC assigned to the school?

JK: Yes but we would like to see more of them

Q: (VT) Does the current safeguarding model work?

JK: Yes but it can be improved by expanding the team but it's all dependent on budget. The students love Marlowe and Sherlock!

ACTION: SG Report to include further breakdown of categories going forward

55 COMPLAINTS REPORT

- CHS has received 19 complaints, 11 of those were related to the industrial action

C: (VT) It's good for the Chair to met with panels to close the loop and follow-up on any actions and recommendations. SLT need to consider a way of recording actions so they can be easily tracked

ACTION: SLT to consider a way to record actions and recommendations from complaints panels to allow for follow-up and tracking

56 GOVERNANCE MATTERS

56.1 GOVERNOR LINK VISITS

2 link visits have taken place

LR conducted a SEND visit on 03 March 2025

No issues raised

SH conducted a SCR visit on 04 April 2025

No issues raised

LC recently met with the Trust Head of Estates who expressed a wish that there be a Health and Safety Link Governor. VT volunteered for this role

Resolved: VT to oversee Health and Safety on behalf of the LGB

56.2 GOVERNOR TRAINING

With the exception of the 2 new governors, all are up to date with their mandatory training

ACTION: CH and GP to complete their safeguarding modules before the next meeting

57 DATE OF NEXT MEETING

Thursday 26 June 2025, 17:30. Pre-meet from 16:30

58 ANY OTHER URGENT BUSINESS

None

59 ACTION POINTS

59a ACTION: LC to follow up with JM with regards to his absence from the LGB **(minute 46)**

59b ACTION: RH to attend a future LGB meeting to give an update on Reading Plus **(minute 48)**

59c ACTION: Safeguarding report, next steps and actions to be discussed at the next meeting **(minute 50)**

59d ACTION: SG report to include comparisons to previous years and state year groups, gender and key groups **(minute 50)**

59e ACTION: JK to forward a copy of the legionella report to VT **(minute 51)**

59f ACTION: JK to forward the individual schemes of work to VT **(minute 51)**

59g ACTION: LC to forward RF details to D Gath re student council **(minute 51)**

59h ACTION: RF to speak with DG regarding the Royal Society of Chartered Surveyors visiting the school **(minute 51)**

59i ACTION: SG Report to include further breakdown of categories going forward **(minute 54)**

59j ACTION: SLT to consider a way to record actions and recommendations from complaints panels to allow for follow-up and tracking **(minute 55)**

59k ACTION: CH and GP to complete their safeguarding modules before the next meeting **(minute 56)**

Part A closed at 19:19 and BA, DC, AE, JP and CW left the meeting

