



## CURRICULUM & STANDARDS COMMITTEE

TUESDAY 7th November 2023

### Committee members

Karen Pomeroy (Headteacher)  
Lorimer Russell-Hayes (Chair of Governors)  
Sharon Hall  
Emma Lamb  
Sarah Siviter  
Jackie Lord

Clerk: Julie Kenyon

**Guests:** John Ramsdale, Ben Ward

### 1. Apologies, absence and declaration of any other urgent business.

- 1.1 Apologies were received and accepted from Suzanne Ost, Ella Wardleworth-Phillips and Linda Burrows.
- 1.2 Lorimer added that 2 governors had recently resigned – Kate Jones and Anthony Stirland.
- 1.3 Lorimer explained that the governor vacancies will be advertised, in addition to the staff vacancy (due to Sharon Hall becoming Headteacher) from 1<sup>st</sup> January 2024.

### 2. Minutes of the previous meeting held on Tuesday 13th June 2022.

- 2.1 The minutes were taken as a true and accurate record. There were no actions to discuss.

### 3. Terms of Reference.

- 3.1 It was agreed that point one on the Terms of Reference would be changed to the committee consisting of at least three governors in addition to the Headteacher, instead of four governors.

**ACTION 1: Clerk to change point one on the Terms of Reference from 4 governors to 3 governors.**

### 4. Quality of Education.

#### 4.1 a) Independent Career and Guidance Update:

None

#### 4.2 b) Vulnerable Group Data:

This is covered in the Impact Report discussed at item 4.4.

#### 4.3 Teaching, Learning and Assessment

Ofsted Inspection Data Summary Report – Governors were asked to refer to the report distributed prior to the meeting. The data shows that the school is at the national rate or above the national rate. The staffing section on page 4 explains that 10 days on

average were lost to teacher sickness absence in 2021/22 and this was in the highest 20% nationally. However, this was higher than usual due to COVID regulations. Sharon explained that we had received a higher number than usual of pupil transients in Year 11 this year and a full analysis of the subjects that students have chosen will be presented at the next meeting.

**ACTION 2: Sharon Hall to present the subject analysis report to governors at the next meeting.**

4.4 Impact Report 2023 – Governors were asked to refer to the Impact Report 2023 that was previously distributed before the meeting. The following points were discussed:

- The Maths results were not as strong as in previous years but this is being addressed.
- Computer Science results were poor this year. Karen explained that she had met with the teacher and external support had been agreed. However, the teacher is now absent and it is unsure when she will return.
- All the action points on page 14 would be addressed in the SIP.

**A governor asked how the students were coping with no Computer Science teacher. John explained that he had put some work together for the Year 10s. The Year 11s are not doing a mock exam now so that they can focus on revising for their other subjects. RCA has been setting work for KS3.**

**A governor asked if we can partner with other schools. This is still being looked into. John confirmed that he will be investigating this.**

**ACTION 3: John Ramsdale to investigate if another school can partner with PGHS to teach Computer Science.**

4.5 KS3 Assessment – Governors were asked to view the paper distributed at the meeting. Sharon confirmed that the results were being reflected on and changes will be made.

4.6 Equality & Cohesion – Governors were asked to view the documents given prior to the meeting. Jackie Lord had provided the data.

## **5. Data Dashboard**

5.1 Karen confirmed that the attendance and behaviour data would be discussed in more detail in the Behaviour and Attendance reports which are next on the agenda.

5.2 Ben confirmed the Alternative Provision data with the governors.

## **6. Behaviour and Attitudes.**

6.1 Behaviour and Suspensions Report: John Ramsdale talked through the details within Behaviour Report previously distributed to governors. Governors noted:

- The number of suspensions in the Autumn Half Term had dramatically increased when compared at the same time within the previous 2 years. This was due to 2 serious incidents that had happened on weekends which involved 8 students. They were each

given a 5-day suspension. These students are now on the brink of permanent exclusion. Other ways to tackle this behaviour are also being looked at e.g. reduced timetable, work experience etc.

- John explained that if a student has had a previous suspension, they are suspended for longer on subsequent suspensions. This has also had an impact of the figures.
- John noted that the Behaviour Consultant from LCC had attended that day to complete a behaviour audit. The consultant had excellent comments and was particularly impressed with the level of self-regulation from some of the students.
- John confirmed that the intervention form for students is no longer being used. We are currently looking to recruit another Pastoral Support Worker and this may be looked at again once this role has been established.

**6.2 Attendance Report:** Ben Ward talked though the paper previously distributed to governors prior to the meeting. Governors noted the following:

- The DfE data in page 3 of the report is new. Schools sign up to this and the data shows how we are ranked out of those who sign up. There are 88 schools in Lancashire and 65 have currently signed up.
- PGHS is still above the national average but attendance is low at present. There are 5 students currently away visiting sick relatives. Lorimer confirmed that an agreed date of return can be made and if they do not return, we can take off roll. Ben explained that some had been given an agreed date and 2 others had been reported to CME.
- The high suspension data has also had an impact on attendance figures.
- The punctuality is the highest it has been in a very long time!
- There is a higher persistent absence rate. Ben confirmed that 2 sets of parents had been prosecuted and received very hefty fines, however their daughters had still not attended school.
- We have had more transient students than normal who have also had poor attendance.
- Ben highlighted the interventions outlined in the report and that these are having an impact.
- Ben also provided governors with a draft section of the SIP that shows the focus on PP students and students with persistence absence.

**A governor asked if a report could be drawn up to show the frequency of holidays over a time period.**

**ACTION 4: Report to be drawn up for the next meeting to show the frequency of holidays over a time period.**

**A governor asked if any of the holidays are authorised. Ben explained that this is rare. They have been authorised in the past with some SEND students when medical evidence has been produced to confirm that the holiday will be vital to their condition.**

**A governor asked if there are any PP funding that will help with PP student's attendance. Ben explained that there was and that lots of work is being carried out with some students who have complex issues.**

## **7. Personal Development.**

### **7.1 a) Update on Pupil Wellbeing.**

John explained that the new counsellor is having a positive impact with the students. John explained that he will produce an impact report and will be able to bring this to future meetings. John also confirmed that he will send the snapshot report on pupil wellbeing to governors.

**ACTION 4: John to bring this counsellor impact report to future meetings and to send the snapshot report on pupil wellbeing to governors.**

## **8. Leadership and Management.**

### **8.1 a) Safeguarding/updates:**

Sharon explained that a new DSL had been appointed – Catherine Arrowsmith who is already employed at the school as Pastoral Support Worker. She will begin as DSL from 1<sup>st</sup> December 2023.

**ACTION 5: Lorimer asked the clerk to provide a list of when governors carried out safeguarding training and who had provided their signed Code of Conduct.**

8.2 It was agreed that CPD update, staff wellbeing update and the Annual Appraisal Report will remain only on the Resources agenda in the future.

**ACTION 6: Take off CPD update, staff wellbeing update and the Annual Appraisal Report on future Curriculum agendas and leave only on Resources agendas.**

## **9. Leadership & Management - Policy Review.**

9.1 The following policies were approved:

- 1) Behaviour Policy
- 2) Alternative Provision Policy
- 3) SEND Policy and Report
- 4) Pupils with Additional Needs Attendance Policy
- 5) Attendance & CME Policy
- 6) Careers Impartial Advice & Guidance Provider Access Policy
- 7) Curriculum Policy
- 8) Safeguarding Policy

9.2 Governors specifically discussed the following policies:

1) Behaviour Policy incorporating the Uniform Policy – Governors agreed that in light of recent problems from parents complaining about the Arab-Israeli conflict, the uniform policy will need to be discussed about the wearing of badges at a future date.

9.3 All other policies had no significant changes.

## **10. Calendar for this Term.**

10.1 Governors were invited to attend the Year 11 2023 Presentation Evening at 6pm.

## 11. Confidentiality

11.1 Governors were reminded to shred any paper copies printed.

## 12. Date of the next meeting

12.1 The date of the next Curriculum & Standards Committee meeting is **6<sup>th</sup> February 2024**.  
The date of the main governors meeting is **28<sup>th</sup> November 2023**.

## 13. Governors Self-reflection.

13.1 Governors commented that the meeting had been effective as they were now more informed about information that would be included in the SIP and had gained a more thorough understanding of the school data.

**ITEMS FOR ACTION: No items for Action.**

Action No:	Agenda Number	Item for Action	Person Responsible	Date to be Completed
1	3	Clerk to change point one on the Terms of Reference from 4 governors to 3 governors.	Clerk	As soon as possible
2	4	Sharon Hall to present the subject analysis report to governors at the next meeting.	SHA	Before the next Curriculum meeting 6 <sup>th</sup> Feb
3	4	John Ramsdale to investigate if another school can partner with PGHS to teach Computer Science.	JRA	As soon as possible
4	6	Report to be drawn up for the next meeting to show the frequency of holidays over a time period.	BWA	Before the next Curriculum meeting 6 <sup>th</sup> Feb
5	7	John to bring this counsellor impact report to future meetings and to send the snapshot report on pupil wellbeing to governors.	JRA	Before the next Curriculum meeting 6 <sup>th</sup> Feb

6	8	Lorimer asked the clerk to provide a list of when governors carried out Safeguarding training and who had provided their signed Code of Conduct.	JKE	As soon as possible
7	8	Take off CPD update, staff wellbeing update and the Annual Appraisal Report on future Curriculum agendas and leave only on Resources agendas.	JKE	For future meetings