CURRICULUM & STANDARDS COMMITTEE

TUESDAY 6th February 2024

Committee Members Present: **Clerk:** Julie Kenyon
Sharon Hall (Headteacher)
Lorimer Russell-Hayes (Chair of Governors)
Linda Burrows
Suzanne Ost
Emma Lamb
Sarah Siviter
Jackie Lord

Guests: John Ramsdale (Senior Assistant Headteacher), Carol Woodhouse (Senior Assistant Headteacher)

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

1.1 Apologies were received and accepted from Ella Wardleworth-Phillips. Lorimer explained that the new Governor Hub would be introduced for governor papers, although the website will still be used until the Governor Hub is fully operational.

1.2 Sharon explained that SLT will rotate their attendance in the committee meetings.

2. Minutes of the previous meeting held on Tuesday 8th November 2022.

2.1 The minutes were taken as a true and accurate record. The actions had been completed.

3. Quality of Education.

3.1 *Curriculum & Timetable: Option Analysis:* Sharon presented a Year 9 analysis to the committee, explaining that the option pathways had been designed around the students. Non-engagement of certain groups had been examined and showed the impact of the curriculum at KS3 and 4. All Heads of Department had been provided with the data.

3.2 *Teaching, Learning and Assessment –* Carol discussed the information that was passed to governors prior to the meeting. In addition to the notes provided, Carol included the following key themes from the lesson observations:

- Staff were well aware of SI Targets
- There was lots of evidence of recall tasks and staff targeted questions for PP and SEN students
- There was a wide range of activities provided in lessons
- There was a strong focus on key vocabulary
- There was exemplary behaviour

Carol outlined the following next steps:

- Staff to share good practice in CPD/video good practice
- Governors to be invited to observe lessons and it was noted that Carol's Power Point shown to governors was helpful to governors to showing greater understanding when observing lessons. Clerk to discuss with Lorimer regarding producing a proforma to show that lessons had been observed by governors.

A governor asked if staff receive coaching training. John explained that Ben Ward (Senior Assistant Headteacher) provides this but this is not provided from a wider practice. The school is looking at potentially having trials from September from staff who are post threshold.

ACTION 1: Governors to be invited to observe lessons. Clerk to discuss with Lorimer about producing a proforma to show that lessons had been observed by governors.

3.3 *Summary of the Autumn Subject Reviews –* Sharon produced a report to governors and noted that the strengths, areas of development and appraisal targets will feed into the School Improvement Plan.

4. Data Dashboard.

4.1 Governors were asked to view the Data Dashboard document that was distributed to governors before the meeting. The following was noted:

- School has been receiving more transients comprising of looked after children and students with an EHCP due to fair access.
- Alternative Provision is an issue at the moment, however this is an issue throughout the county.
- Sharon confirmed that there had been a permanent exclusion on 8th January. A great deal of support and intervention had been provided by the school previously.

5 Behaviour and Attitudes.

5.1 John Ramsdale asked governors to refer to the Behaviour Report, distributed prior to the meeting. Governors noted:

- Two of the students who had suspensions were now off roll. Since the permanent exclusion in January, there had been an improvement in behaviour across that year group.
- Isolation has been removed as a sanction. There is no longer a 'Reflection Room.' The Pastoral Support Workers do more pastoral intervention work. If students are removed, SLT are on a rota to collect and take them to other members of timetabled SLT. This appears to be working well.
- The positive medals given via Classcharts are now focusing more on the school values to embed the values to students. All year groups and staff have embraced this.

A governor asked if previous numbers of Child on Child Abuse incidents could be included in the Behaviour Report to outline a trend. John confirmed this will be done at future meetings.

ACTION 2: Previous numbers of the Child on Child abuse incidents to be included in future Behaviour Reports.

- The new Student Services has had a huge impact. Students have responded well and the Pastoral Support Workers are an asset to the school.

- The 3 rules of expectations will be implemented in the Behaviour Curriculum during HT4.

5.2 Ben Ward talked though the Attendance Report distributed to governors prior to the meeting. Governors noted:

- A great deal of work is being carried out to encourage good attendance – Penalty Notices, home visits, phone calls etc.
- 5 of the most resistant students are completing English and Maths classes periods 2 and 3 on a Monday, Wednesday and Friday. They are completing this in the Training Suite to minimise them seeing other students as some of the student are not attending due to social to anxiety. It is having a positive impact so far.
- Punctuality to Period 4 is becoming an issue. As a result, there are more stringent rules regarding toilet passes. Toilets are monitored at the end of lunchtimes and teachers stand in the corridors at the entrance to their classrooms at changeover periods.

ACTION 3: As link governor for attendance, Lorimer Russell-Hayes and Ben Ward will be arranging a meeting to discuss attendance.

6. Personal Development.

6.1 Update on pupil wellbeing – John explained that the school has appointed a new school counsellor. Governors were invited to look at the referral procedure that was distributed to governors prior to the meeting. She is currently working with 17 students on a 1:1 basis and 47 students will need a follow up. Good progress has been made so far. Four members of staff have also requested support.

6.2 The impact of the school counsellor for students will be assessed by a form that students sign off with a score at the end of their session. The counsellor will also be writing a regular report on how the student engages with the school.

6.3 A year 9 pupil survey has been carried out on pupil wellbeing and was received positively. Some of the survey results will be shown in the end of term newsletter.

7. Leadership and Management

7.1 Safeguarding/Updates – Sharon Hall explained asked governors to view the report previously distributed to governors.

A governor asked if the data can be monitored within PGHS on the use of phones. Sharon confirmed that this will be investigated.

ACTION 4: Sharon Hall to investigate if data can be monitored within PGHS on the use of phones.

8. *Policy Review.*

a. The following policies outlined on the agenda were approved:
    - Homework Policy
    - Online Safety Policy
    - Behaviour Policy
    - Child on Child Abuse Policy
    - PGHS Home School Agreement
    - Assessment, Recording and Reporting Policy

- The Use of Social Networking Sites and Other Forms of Social Media (LA adopted policy)
- The Equality Information and Objectives Policy

9. Update on the School's Building Programme

9.1 Sharon and Andrea Barnes (School Business Manager) had recently attended a meeting regarding the new build. There have been some delays and there has been a freedom of information and subject access request from local residents. There has also been some discussion about a pillar being placed in the dining room, which school cannot accept.

10. **Calendar for this term:** N/A

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 meeting is **4th June 2024**. The date of the next main governors meeting is **19th March 2024.**

13. Governor Self-Reflection: What difference has the meeting made to the effectiveness of the governing body?

13.1 Governors had seen the positive impact of the effectiveness of thorough reports. They had a clearer understanding of the preparation of Teaching and Learning due to Carol's explanation in case governors did observe lessons. They had also seen an insight into the alteration and amendments of attendance.

ITEMS FOR ACTION

Action No:	Agenda Number	Item for Action	Person Responsible	Date to be Completed
1	3	**Governors to be invited to observe lessons. Clerk to discuss with Lorimer about producing a proforma to show that lessons had been observed by governors**.	LRH/JKE	As soon as possible
2	5	**Previous numbers of the Child on Child abuse incidents to be included in future Behaviour Reports.**	JRA	Next Curriculum Meeting
3	5	**As link governor for attendance, Lorimer Russell-Hayes and Ben Ward will be arranging a meeting to discuss attendance.**	LRH/BWA	As soon as possible

4	6	**Sharon Hall to investigate if data can be monitored within PGHS on the use of phones.**	SHA	Next Curriculum Meeting