



**Minutes of the meeting of the Local Governing Board  
of Holderness Academy & Sixth Form College  
Monday 18 September 2023 at 5.00pm**



**PRESENT:** M Kitching (Chair, MK), J Bagnall (JB), S Fellows (SF), N Holder, (Headteacher, NH), S Laud (SL), T Marrow (TM), L Smith (LS)

**ALSO IN ATTENDANCE:**

J O'Brien (Director of Improvement and Standards, JOB), A Lowery (Director of English present for minutes 01 – 04, AL), L Arnett (Director of Maths present for minutes 01-04. LA), G Stafford (Clerk to the LGB)

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

**01 WELCOME**

M Kitching welcomed everyone to the first LGB meeting of the academic year.

**02 APOLOGIES**

K Batty and N Steadman

**Resolved:** Consent was given to the absence of the above governors

Absent without apology: H Ashton and P Woods

**ACTION: Clerk to chase up the reason for HA and PW's non- attendance.**

**03 DECLARATIONS OF INTEREST**

There were no declarations of interest made specific to this meeting. The housekeeping duty to complete pecuniary interest and data collection forms was completed.

**04 PRESENTATIONS**

**04.1 Director of English – A Lowery**

A Level

- English Language and Literature (3 students): 33% achieved A\*B (national 45%), 66% achieved A\*C (national 78%), VA (value added) -0.22
- English literature (6 students): 17% achieved A\*B (national 57%), 33% achieved A\*C (national 82%), VA was -1.52
- All students intending to go to university had an unconditional offer
- Analysis of the papers did not reveal any pattern to areas where students missed marks, but there was a lack of focussed answers

*C: (AL) I am so disappointed with these results – they have never been so low. We had more moderation and a KS5 wider reading initiative, but the results were very poor. I do not know why they are so low, there is no pattern in the papers. All I can suggest is that they were not*

*motivated enough as all the students had unconditional offers. It is very disappointing that we are not able to offer an A level English course this year.*

#### GCSE

- English Language 70% achieved 4+ (national 64%), 48% achieved 5+ (national 48%), progress was -0.11
- English Literature 67% achieved 4+ (national 74%), 47% achieved 5+ (national 58%), progress was -0.19
- 40% accuracy for predictions in Language (national 30%)
- PP students falling behind, but SEN gap is narrowing
- English department had 3 long term absences 2022/23, one member of staff on maternity and one left at Christmas and was not replaced

*C: (AL) This year was the hardest in over 20 years of teaching for me due to the lack of staff that we had in the department. At times I had to teach 300 students in the hall just so they had a class. Considering this I am fairly happy with the GCSE results. The boys were strong this year and the SEND progress was good.*

*Q: (MK) Is attendance an issue in Sixth Form?*

*AL: No*

#### Actions

- Continue with the new curriculum
- Continue to follow the moderation process
- Training for staff on how to stretch students
- Increase PP attendance at 'VIP' sessions

*Q: (SF) What initiatives were there for improvement?*

*AL: We ran interventions and Saturday classes during the holidays. We also took students out of core PE to do English. I am pleased that every student got an English qualification, as it has been so hard.*

*Q: (TM) How can you measure that staff absence was responsible for lower results?*

*AL: Staff absence led to very high-class sizes. We tried our absolute best and can train the students to pass, but it was the top end (the more talented) that suffered. I now have a fully staffed department, so I am very happy.*

*NH: In February we re-appointed classes.*

*Q: (TM) Did you have support from the Trust?*

*NH: It is difficult as all Headteachers have their own struggles.*

*C: (JOB) Richard Hill worked with Key Stage 3. We do not have the capacity to support each department across all the schools; there are staffing problems across all the schools.*

*C: (JB) It is commendable that you achieved the results that you did knowing the staffing crisis in your department.*

*C: (MK) Well done and thank you for all you did to get the students through. I understand that you are disappointed particularly with the A level results and that we cannot offer an A Level course this year, but we look forward to improved results at GCSE with a full complement of staff.*

NH circulated a spreadsheet showing summer results to predictions to show how accurate, or not, each department was. 88% English Language predictions were within one grade, 79% English Literature were within one grade.

AL left the meeting at 5:30

## 04.2 Director of Maths – L Arnett

### A Level

- Cohort of 11
- 9% achieved A\*B (national 61%), 55% achieved A\*C (national 76%), VA (value added) - 2.04
- Results were much lower than predicted
- An increase in the number of hours of lessons taught has already taken place and there will be increased monitoring of work set during study periods
- There is now a higher-grade requirement to accept students onto maths A Level

C: (LA) Internal data suggested that results at A Level would be much higher but students just did not perform on the day although they have gone on to their destinations. They did work hard and attended additional sessions, but I think the unconditional offers affected them. We have changed the grade needed to qualify for Maths A Level to Grade 7 or higher at GCSE.

Q: (SF) Was there any pattern seen in the papers?

LA: Frustratingly, there was no pattern in where the underperformance took place. We have also changed when the study period is so there is a lesson, followed by study, followed by a lesson so that we can check what work is being carried out during the study. We have also changed the setting of Years 9 to 11 so there is one group that is focused on grades 7+ plus at GCSE.

### GCSE

- 64% achieved 4+ (national 61%), 41% achieved 5+ (national 43%), progress was -0.22
- 7 grade 9s were achieved
- SEND outperformed non-SEND and males outperformed females.
- Apathetic students will be challenged to ensure they are pushing themselves and repeat offenders will have to attend a lunchtime club
- Further maths GCSE had a progress measure of +2.84
- The maths department was the most accurate in their predictions

LA: This year's cohort is stronger. There is more focus on 5+ and the progress of PP students. We have introduced a lack of effort lunchtime session for Year 11s with repeated lack of effort comments. The students hate missing their lunch so this should increase the effort they make.

Q: (JB) How do you staff the lunchtime club?

LA: We hold 2 sessions a week and just staff it between the maths department.

Q: (JB) Did you have any vacancies in your department last year?

LA: We had one on long term sick but this year the department is full. I'm really looking forward to seeing how our A Level maths students can perform as we have 7 particularly strong mathematicians this year.

MK: Thank you for your presentation today and we look forward to seeing the results of your hard work.

LA left the meeting at 5:45pm.

## 05 LGB MEMBERSHIP

GS informed the Board that it is the annual duty of an LGB to elect their Chair. MK was content to stand again, and the Board unanimously voted to approve this appointment.



**Resolved:** The Holderness LGB positions for 2023/24 were agreed to be as follows:

Chair: M Kitching  
Vice Chair: N Steadman  
Behaviour Link: N Steadman  
Teaching and Learning Links: K Batty and S Fellows  
SEND Link: T Marrow  
PP Link: L Smith  
Safeguarding and Educational Visits Link: M Kitching

S Laud's 3-year term as Staff governor ends shortly so all staff have been invited to express an interest in the position. Should anyone else wish to stand, then there will be a ballot.

## **06 MINUTES OF THE LAST MEETING (17 July 2023)**

**Resolved:** The minutes of the last meeting held on 17 July 2023 were accepted as a true record and approved by the Chair.

## **07 MATTERS ARISING FROM THE MINUTES**

- 07.1 ACTION: Clerk to chase up the reason for TM's non- attendance – complete**
- 07.2 ACTION: Future safeguarding reports to include how many families that were referred to Early Help or the Safeguarding Hub access support - action carried forward**
- 07.3 ACTION: Head of English (Angela Lowery) and Head of Maths (Lois Arnett) to be invited to present improvement strategies at the September LGB meeting - see minute 4**
- 07.4 ACTION: N Steadman to assist the Headteacher in the development of the Risk Register - action carried forward**
- 07.5 ACTION: Homework Policy to be circulated to governors for approval -complete**
- 07.6 ACTION: Update on completion of homework to be given at the next meeting -action carried forward**
- 07.7 ACTION: T Briggs to provide a breakdown of rewards – by year, gender and department awarding points -action carried forward**
- 07.8 ACTION: N Holder to discuss the range of rewards available with TB - complete, shop restocked with more appealing items**
- 07.9 ACTION: Clerk to send out the Assessment and Feedback Policy as it is a full re-write and the Behaviour Policy, Careers Policy and Exams Policy once the changes made have been marked. Governors to give their approval for the changes if content - partly carried forward, see minute 09**

## 08 PERFORMANCE REPORT

### 08.1 Key Stage 4

SCHOOL	KS2 APS	Cohort	Attainment 8	Basics		Ebacc			Progress 8
				% 9 - 4	% 9 - 5	% Entered	% 9 - 4	% 9 - 5	
HA 2019	4.75	212	44.1	60	37	24	16	9	-0.15
HA 2022	4.72	184	41	59	35	38	14	9	-0.5
HA 2023	103.5	203	42.7	59	37	46	21	14	-0.17
East Riding 2023									
National 2023 *			46.5	66	45	38	23	16	

- Basics 4+ was 59% (5<sup>th</sup> in the Trust)
- Progress has improved from 2019 and last year
- Only 28% Disadvantaged students achieved Basics 4+ (lowest in the Trust)
- Only 25% SEND support students achieved Basics 4+ (5<sup>th</sup> in the Trust) but progress was positive
- Strong subjects when average points per entry are considered were separate Sciences, Further Maths and Textiles
- Key areas of development are Drama, MFL, Food Technology, ICT and History
- Attainment in Maths at 4+ requires improvement as does attainment in English Lit.
- MFL outcomes were disappointing. A new curriculum leader was appointed in January 2023, but the department has a high turnover of staff
- History progress at -0.4 is a big concern
- Teacher predictions were only 17% accurate on average

C: (NH) Students' Key Stage 2 average points score were the lowest in the Trust at 103.5 and the progress of -0.17 was actually one of the best in the Trust. Disadvantaged progress remains an issue and indeed is a national issue. The Disadvantaged seemed to suffer more during COVID, perhaps with lack of resources and lack of opportunity for quiet study time.

NH: This year I am line managing both the Director of English and the Director of maths and the plan is that we have meetings every week separately and then every 3rd week all of us meet up. AL did an amazing job last year when the department was in disarray, and she managed to get the students through the qualification. History is a big concern as a large number of students chose history (158) as an option. It is a settled department, so I don't know yet why the outcomes are down, so I am line managing the leadership this year.

Q: (SL) Do students have to do EBacc?

NH: No, although the government wants EBacc entry to increase.

Q: (SF) Can you shed any light on the results in history?

NH: The basics are not being completed, such as book marking. Conversations have been had with the subject leader.

SF: It would be worthwhile inviting the subject leader to our next meeting so we can ask questions around what has been put in place to improve outcomes.

NH: I think history has been too insular. We will use the skills in history from the other Trust schools and incorporate any good practise.

MK: Are you using steps to success again?

NH: Yes, it will start in a few months.

Q: (JB) Computing results are low, why?



NH: We struggled with staff but now have a full complement.

C: (MK) We need to learn from the success seen in all the sciences, it seems a strong department.

NH: The leadership in science is very strong. The leader has extremely high standards and a very strong team.

Q: (SF) I wonder about the future of subjects such as textiles; should we not be focused on teaching subjects that will be useful to students in the real world?

NH: We are aware we need to deliver what is needed in our community.

Q: (MK) MFL was in a state of flux, how is that department now?

NH: We appointed a new head of MFL in January 2023 there has been initial resistance to the new head. We found that books were not marked and the content of the curriculum was not good. We are dropping German and we now have a full department.

Q: (TM) Are there any changes going on in drama, only 9 students took drama last year? This school used to put on big performances.

NH: We have had ongoing issues with a member of staff that we are dealing with.

C: (JOB) The option work completed by D Wobbaka in which there is one fewer option subject means there is obviously one less subject to revise for, but because of this the range of subjects offered shrinks and we cannot offer drama this year.

MK: This is down to subject selection; if the students are not engaged then behaviour will be affected.

NH: The option booklet will be out in a few weeks taking advice from this Board.

Q: (SF) Great. We've had lots of discussions about the accuracy of predictions. How confident are you in the predictions now?

NH: When I first joined the school, the predictions were way out, and we did lots of work with the heads of departments to revise predictions. Some are much improved, but history was way out on the 9-4 prediction; They predicted 94% would achieve 4+, yet only 49% achieved this so I'm working with the head of department on this.

Q: (MK) Have any papers been sent for remarks?

NH: The subject leaders have access to the papers and there has not been enough evidence to send any papers for remarks although two parents have insisted on this taking place at their own expense.

C: (SL) I am an examiner, and changes are introduced each year with differing standards.

C: (JOB) BTech business grades have not yet been received, so we're about 40 grades missing. This is due to the external marker being on holiday

**ACTION: Clerk to invite the Head of History to present at the next meeting**

## 08.2 Key Stage 5

### A Level

SCHOOL	Included in Measure		Pass		A*-A		A*-B		A*-C	
	2019	2023	2019	2023	2019	2023	2019	2023	2019	2023
Holderness Academy	95	63	97%	73.50%	11%	5%	28%	14%	58%	39%
Consortium Sixth Form College	339	265	97.5%	91.3%	15.3%	12.8%	35.6%	35.7%	67.3%	63.2%
Yorkshire and Humber (provisional)				97.2%		23.0%		49.3%		73.8%
National (provisional)				97.2%		26.5%		52.7%		75.4%

- Average grade was a D (2019 was C-)

- A Level average points was 19.86 (2019 26.42)
- Value added was -1.67
- Subjects that had particularly poor progress (below -2 VA) were maths, physics, psychology and computing
- 89% students secured their first choice of university
- Entry criteria to the Sixth Form has increased

#### **Applied General**

- Average grade was a merit (2019 was merit+)
- Average point score 26.12 (2019 was 27.23)

*C: (NH) We were all extremely disappointed with the Key Stage 5 results. Centre assessed grades two years ago were heavily inflated and so more students could attend Sixth Form than previously. Some got in with grade 3s and have now left with three Us. The number of unconditional offers did not help us though with for example 13 out of 17 law students receiving unconditional offers. We have increased the amount of teaching time as 4 hours per subject is just not enough and the students had apathy. This year there is a change of culture in the Sixth Form with dedicated tutor time. The entry requirements have increased to 5 grade 5s and above to qualify to do A levels and 5 grade 4s and above to do vocational courses. We had to turn away over 30 students as they did not qualify. The A level offer is much reduced now, but we have academic students on these courses. We have 32 students in Year 12 and 29 in Year 13. We have had some pushback from parents regarding the independent study saying it's not fair it should be free period and students should be allowed to have driving lessons during this time. But students need this discipline for independent study to prepare them for university. We now have the right students, teachers and atmosphere in the Sixth Form.*

*JOB: We had to reset the Sixth Form; and we had to get to natural groupings of subjects which automatically leads to a reduced offer. We now have 32 high calibre, committed students. The reduced offer also releases capacity of teachers for Key Stage 4.*

*Q: (MK) Have some students gone for a Level 3 course rather than A Levels?*

*NH: Yes, some have gone on to degree apprenticeships and some to Level 3 apprenticeships.*

*Q: (JB) You state that we need to deliver a more diverse set of vocational qualifications, what would be an example of such a qualification?*

*NH: We need to look at more industry friendly courses and what the community around us requires. We need numbers to grow year on year.*

*Q: (MK) Sixth Form numbers appear to be declining across all of the Trust schools. Could any sharing of classes take place?*

*JOB: The problem is the schools are just too far apart and this is very expensive to bus people between sites. If the Sixth Form is successful it will grow and become more viable. Colleges provide very strong competition for students at Key Stage 5.*

*C: (JOB) Governors should be aware that I expect the targets for 2024 to come down once all the national figures have been put into FFT, so I will update you on the agreed targets at the next meeting.*

**ACTION: JOB to provide an update on the revised 2024 KS4 and KS5 targets**

#### **09 POLICIES FOR REVIEW**

The Extended Learning Policy was approved by Governors.

The Assessment and Feedback Policy had been approved by 3 governors (MK, TM, SL).

The existing school Behaviour Policy will run until a Trust wide Behaviour policy is issued.



Tracked changes to the Exams and Careers Policy to be sent to GS for circulation. These will be sent out by email for governors to read and approve if they are content with the amendments made.

**ACTION: Clerk to send out Trust Behaviour Policy for information**

**ACTION: Clerk to send out the Careers Policy and Exams Policy once the changes made have been marked. Governors to give their approval for the changes if content**

There was a discussion around the Uniform Policy that was approved in June 2023. This is recorded in Part B minutes.

## **10 GOVERNOR LINK VISITS**

A Link Visit is expected every term, ideally the autumn term visit will take place before the next LGB meeting. Governors were reminded that a governor visit form must be completed for each visit and sent to GS.

**ACTION: All Link Governors to complete an autumn term visit**

## **11 GOVERNOR TRAINING AND SUPPORT**

Governors must complete the safeguarding module prior to the next LGB meeting: "Annual Certificate in Safeguarding for Governors and Trustees for Primary Schools and Academies (2023/24)"

Should Governors wish to get ahead, then the module that is expected prior to the January meeting is "Annual Certificate in Data Protection and GDPR for Governors and Trustees 23/24)".

## **12 DATE OF THE NEXT MEETING**

20 November at 5pm. Pre-meet at 4.30pm

## **13 AOB**

None

## **14 ACTION POINTS**

- 14.1 ACTION: Clerk to chase up the reason for HA and PW's non- attendance (minute 2)**
- 14.2 ACTION: Future safeguarding reports to include how many families that were referred to Early Help or the Safeguarding Hub access support (minute 7.2)**
- 14.3 ACTION: N Steadman to assist the Headteacher in the development of the Risk Register (minute 7.4)**
- 14.4 ACTION: Update on completion of homework to be given at the next meeting (minute 7.6)**
- 14.5 ACTION: T Briggs to provide a breakdown of rewards – by year, gender and department awarding points (minute 7.7)**



- 14.6 ACTION: Clerk to invite Head of History to present at the next meeting (minute 8.1)**
- 14.7 ACTION: JOB to provide an update on the revised 2024 KS4 and KS5 targets (minute 8.2)**
- 14.8 ACTION: Clerk to send out Trust Behaviour Policy for information (minute 9)**
- 14.9 ACTION: Clerk to send out the Careers Policy and Exams Policy once the changes made have been marked. Governors to give their approval for the changes if content (minute 9)**
- 14.10 ACTION: All Link Governors to complete an autumn term visit (minute 10)**

The meeting closed at 7.15pm

