



**Minutes of the meeting of the Local Governing Board
of Holderness Academy & Sixth Form College
Thursday 11 July 2024 at 5.00pm**



THE CONSORTIUM
ACADEMY TRUST

Shaping Positive Futures

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

ALSO IN ATTENDANCE:

T Briggs (Assistant Headteacher, TB), J O'Brien (Director of Improvement and Standards, JOB), H Robinson (observer), G Stafford (Clerk to the LGB), D Wobbaka (Deputy Head, DWo)

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

68 WELCOME

M Kitching welcomed everyone to the final meeting of the academic year. Hazel Robinson was observing the meeting today with a view to becoming a Trust Appointed governor. The Board was informed that N Steadman had left the LGB.

69 APOLOGIES

None

70 DECLARATIONS OF INTEREST

There were no declarations of interest made specific to this meeting.

71 MINUTES OF THE LAST MEETING (22 April 2024)

Resolved: The minutes of the last meeting held on 22 April 2024 were accepted as a true record and approved by the Chair.

72 MATTERS ARISING FROM THE MINUTES

72.1 GS to ask the reason for TM's non -attendance - complete

72.2 GS to discuss the reason for NS's absence with the Chair. Only if the reason is deemed reasonable by the Chair did the Board give authority to accept the apology – NS resigned from the Board

72.3 TB to check the Year 12 cause for concern data as safeguarding report states zero cases – complete, see minute 75

72.4 DSL and DDSL to report on the correct number of Early Help referrals as data currently includes all internal support - complete, see minute 75

72.5 NH to present the latest Parent View survey summary at the next meeting – complete, see minute 73

72.6 All Links to carry out a summer term Link visit before the next meeting – not complete

72.7 N Steadman to complete the "Annual Certificate in Safeguarding for Governors and Trustees (2023/24) and the "Annual Certificate in Data Protection and GDPR for Governors and Trustees 23/24" ASAP – NS has now left the Board

72.8 All governors to complete the "Annual Certificate in Cyber Security for Governors and Trustees (2023/24)" module – not complete. From September all mandatory training must be completed during the autumn term

NEW ACTION: All mandatory training to be completed in the autumn term

73 HEADTEACHER's REPORT

- Top 3 risks:
 - Recruitment of staff – currently have 3 vacancies in maths (including Head of Maths)
 - In Year Fair Access – the school has seen a significant rise in the number of mid-year transfers posing a risk to outcomes
 - Student numbers – student numbers to Year 12 are extremely low
- Development Plan Summary:
 - Deliver an ambitious curriculum
 - To establish a successful Sixth Form provision -
 - To ensure the needs of all SEND students are supported
 - To adapt personal development so that students have access to experiences and careers guidance
- An extensive list of sporting successes and good news stories across all year groups was provided
- Parent view data was presented and showed more positive replies than last year

Q: (KB) What are the plans in place to cope with three vacancies in Maths?

NH: We have advertised the Head of Maths position twice, with leadership responsibility attached. This will go out to advert again at the end of September for a January start. The Trust Director of Maths is giving CPD to staff. We have organised the timetable so that all KS4 maths lessons are taught by established maths teachers. A maths teacher has joined the geography department but will continue to teach his maths group for continuity. KS3 lessons will need to be split between established staff and others.

Q: (SF) Are there talented Year 6 maths teachers across the Trust that you could reach out to?

NH: Every school is struggling with recruitment and retention.

Q: (MK) Do you have the resources to manage all the in-year transfers?

NH: Yes, but the number is growing. We have had 16 applications this term and 12 are in Year 10.

Q: (JB) Are they wanting to come here as you have spaces?

TB: Yes, Hull schools know this, but they are coming with a range of behavioural issues. The risk is that they would have a negative effect on results as some have missed out on considerable periods of education.

Q: (SF) Previously we have raised concern over TB's workload and these transfers will only add to this. Do you feel you are getting sufficient support?

TB: Action is being taken by the Headteacher to address this which I am satisfied with.

Q: (MK) What decision has been made about the Sixth Form?

NH: Each year we must look at the viability of the Sixth Form as some classes have only one or two students. The viability of running Year 12 from September was discussed with the CEO and central improvement team and it has been agreed not to run Year 12 for one year. The surplus staff can be used lower down the school to improve key stage 4 and give significant impact. We

are seeing standalone colleges attract more and more students and at the induction day last week we only had twelve Year 11 students attend. The Sixth Form leaders have contacted those twelve and explained that we cannot run courses in September.

C: (JB) The reaction of parents on the Facebook group is one of sadness, not aggression.

NH: We just cannot compete. The Year 11 students have not had a great experience – they had Covid to deal with early on in their secondary life and that meant they had very few trips and experiences. We will make sure that every student has a place that they want. Year 10 have also had a Sixth Form induction and they were more enthusiastic so we will be recruiting for September 2025.

SF: It is a difficult but correct decision that you have made. Well done to stand firm.

Q: (MK) What number of students do you need for the Sixth Form to be viable?

NH: 60 plus across the two-year groups.

C: (MK) It is good to see the parent view responses being more positive this year.

NH: Yes, I am particularly pleased that the responses to the statement "The SEN support for my child is good" has increased from 40% in 2022/23 to 79% in 2023/24.

74 ATTENDANCE AND BEHAVIOUR REPORT

74.1 Attendance

- Overall attendance is 92.3%
- Girls' attendance is 91.6%, boys' 93%
- PP attendance 87%, non-PP 93.6%. Gap is considerable in Years 8 and 10
- SEND attendance is 91.9% (5% above national), non-SEND is 92.4%
- 39 students are expected to leave at the end of Year 9 to go to Ron Dearing College
- Persistent absence (21.2%) is below national (28%)

74.2 Behaviour

- Reduction in suspensions seen month on month, except for June. This is partly due to some in year transfers not upholding the school values.
- 80 students have been suspended, most from Year 9
- Faculty removals remain low at an average of 9 per day – most from Year 7
- Transitioning to Arbor for behaviour

Q:(SF) You state that Arbor cannot complete all the functions of ClassCharts. What is missing?

TB: Parents cannot reward their child through Arbor.

Q: (SF) Have you approached Arbor as they are open to suggestions?

TB: Yes, but I have found a workaround if this cannot be done. I will run a parent voice report through Forms and reward students using Arbor.

Q: (KB) Can staff award through Arbor?

TB: Yes, and as it is one workface it is less workload for staff, which is positive. A negative is that it is difficult to tell if parents are engaging with the app as they may just access to top up dinner funds, for example.

Q: (TM) Why did you move away from ClassCharts?

JOB: We wanted all schools to use Arbor for assessment and behaviour. Three secondaries moved last year and three this year. This will allow more Trust wide comparisons and give valuable benchmarking data.

Q: (MK) What percentage of new admissions are causing an increase in suspensions?

TB: 50%

Q: (MK) Do you have adequate resources to manage the additional pressures?

TB: Yes, we use the inclusion unit after a period of elective home education.

Q: (JB) *The Attendance and Welfare Manager has been absent for a considerable time – how are you coping?*

TB: *We recruited an Attendance Officer who has had additional training and has coped very well and other staff have supported. This person has started a phased return to work.*

C: (SF) *Well done, I feel that you know attendance and behaviour inside out and you also have the added complication of working across counties.*

75 SAFEGUARDING REPORT

- Strong safeguarding culture in the school
- 12 Children in Need and 2 under Child Protection
- 112 children are on the monitoring list
- 25 Operation Encompass notifications
- 21 bullying logs have been reported in Year 7
- Number of Smoothwall alerts reduced following students being allowed to use the lock function on computers
- 97 referrals to Early Help and 26 to the Safeguarding and Partnership Hub

TB updated governors on a recent event in which staff stepped up to deal with a student who had a life-threatening incident. TB assured governors that all staff and learners that dealt with, or were affected, were fully supported. Learners behaved in a sensible and calm way when told to use other routes around school.

Q: (SF) *In your report you state that staff receive safeguarding updates. Please can we be copied on these?*

TB: *Certainly.*

Q: (SF) *When was the last time you carried out pupil voice on safeguarding?*

TB: *Last week – there is an overwhelming response that children feel safe in this school.*

Q: (JB) *What makes a child vulnerable and on the monitoring list?*

TB: *Staff use their professional judgement – it may be the child seems withdrawn, does not eat, scruffy appearance etc.*

C: (SF) *For information CPOMs has an update for logs; there is now a 'no further action' tab as well as open or close.*

Q: (MK) *The logged causes for concern are very high in Years 7 and 8, as is bullying in those year groups. What action is taking place?*

TB: *Some of these logs point to a training need of staff – some logs are not bullying; they are one off incidents. Students in Years 7 and 8 from all different feeder schools are still discovering what behaviour is acceptable in this school.*

Q: (SF) *You state that online issues outside of school are still an issue. You have used PCSOs but there is still a problem. What is your next step?*

TB: *We take their devices away but usually it does not go that far and PCSO intervention is enough.*

Q: (JB) *Is there an opportunity for online training for parents?*

SF: *Usually the ones that you need to attend do not come. Some parents have an apathetic attitude. I would recommend Wake up Wednesday module on The National College.*

Q: (TM) *There are four students in Year 11 with PREVENT logs – why?*

TB: *This is one child that had a PREVENT referral and the issue is now resolved.*

ACTION: TB to share with governors any safeguarding updates that are sent to staff

76 GOVERNOR LINK VISITS

There have been no governor visits since the last meeting. This will be addressed in the Board self – review in part B.

77 POLICIES TO REVIEW

77.1 Procedures for Rewards and Consequences

JOB explained that the Trust wide Behaviour Policy is due to go before the Trust Board on Monday. Each school have their own procedures but there is parity of sanctions and descriptors across the schools. Suggestions for amends were passed to school staff. A major part of the discussion was around making rewards more engaging such as lunch queue jumps and money / food.

77.2 Uniform Policy

Governors passed suggestions for amends to school staff – including ensuring the photograph of the skirt matches the description, a change to the reference to make up and making it clear what items of uniform have to carry the school logo.

Resolved: Once the amends are made, governors were content to approve the Uniform Policy

77.3 Attendance Policy

Governors passed suggestions for amends to school staff

Resolved: Once the amends are made, governors were content to approve the Attendance Policy

78 DATE OF THE NEXT MEETING

Wednesday 25 September, 5pm.

79 AOB

None

80 ACTION POINTS

80.1 ACTION: All mandatory training to be completed in the autumn term (minute 72)

80.2 ACTION: TB to share with governors any safeguarding updates that are sent to staff (minute 75)

