



# MILLTHORPE SCHOOL

## Minutes of the Meeting of the Board of Governors held at the school on Tuesday 12<sup>th</sup> October 2021 at 6pm

**Present:** Gemma Greenhalgh (Headteacher) Amanda Stipetic  
 Renee Rainville (Chair) Janet Bennett  
 Trevor Charlton Dave Merrett  
 Simon Bull Emma Hughes

**In Attendance:** Alex Collins (SBM)  
 Tim Gillbanks (Deputy Headteacher)  
 Rob Beever (Deputy Headteacher)  
 Sophie Triffitt (Clerk)

		Action
1.	<p><b>Welcome &amp; Introductions, Apologies, Declaration of Interests, Any Items for AOB</b>            Prior to the start of the meeting governors had the opportunity to meet members of SLT (Rob Beever, Alex Collins, Tim Gillbanks, John Bates, Tania Andrie, Mary Simpson, Adam Baybutt).            The Chair welcomed everyone to the meeting.            Amanda Stipetic and Dave Merrett joined the meeting virtually.            There were no apologies.</p> <p><b>Election of Chair</b>            Renee Rainville was elected as Chair of Governors.</p>	
2.	<p><b>Minutes of the 5<sup>th</sup> July 2021 Meeting</b> (previously distributed)            Subject to the correction of the date the minutes were agreed as a true and accurate reflection of the meeting and approved.</p> <p><b>Actions</b>            Action 1: The Chair sent an update to the Trust Principal and Chair of Trustees.            Action 2: The Chair confirmed that the governor induction pack had been updated.            Action 3: The Headteacher reported that SLT appreciated the letters of thanks.</p>	
3.	<p><b>GCSE Target and Standards Review Form</b></p> <p><b>Targets</b> - (previously distributed)            The Deputy Headteacher (TG) noted that the last set of proper GCSE results was 2019 and explained the Progress 8 and FFT measure. The 2020 and 2021 results are not validated and will not be published.</p> <p>Janet Bennett joined the meeting at 6.30pm.</p> <p>The P8 number is generated through a calculation that considers the prior attainment (KS2), gender and month of birth.</p> <p>Pre pandemic the progress tracking was on an increasing trajectory and there is confidence that the last two years on Teacher Assessed Grades would have also delivered improving outcomes. The FFT data for 2020 and 2021 is only based on those schools who inputted their data and not a whole national set of data.</p> <p>In response to a governor the Deputy Headteacher confirmed that there are 28 pupils in receipt of Pupil Premium in Year 11 and 44 in Year 10.</p> <p><b>Challenge:</b> A governor questioned if -0.4 is a good enough target for Pupil Premium P8. The Deputy Headteacher explained that there is a half grade difference between PP and non PP nationally and the targets include a zero P8 target for English and Maths so that these students meet the national standard of what is expected of them in these core subjects and is a more realistic ambition.</p> <p><b>Challenge:</b> A governor asked what the plans are for intervention to ensure the targets are achieved. The Deputy Headteacher confirmed that the Year 11 Pre Public Exams in November will inform intervention plans.</p> <p><b>Challenge:</b> A governor noted concern at the PP target being lower than recent results and questioned why the school is not aiming higher. The Deputy Headteacher explained that the 2020 and 2021 data is from teacher assessed grades and that -0.4 is an improvement on previous nationally assessed grades and was confident that whilst realistic the target does include ambition and is a significantly aspirational target based on 2019 outcomes. The Headteacher had met with the Trust Principal who perceived the targets as being aspirational</p>	

and realistically achievable. There are particularly aspirational grades in English and Maths and there is confidence that everyone will do their best to deliver.

The Deputy Headteacher informed governors that 12% of Year 11 have an absence problem and there are at least ten students who will not sit exams and this will significantly impact results data. Pre pandemic there were two students in inclusion support who have been advised not to do GCSEs but will still count in GCSE results and post pandemic there has been a significant mental health impact. Some students in Year 11 have not been in at all and that is a big concern.

**Challenge:** A governor asked if these students not attending are being educated at home. The Headteacher confirmed it has not got to that stage, school is working with CAMHS and they should get some offer but they are unlikely to engage. There are also some students who attend school but won't engage with lessons.

**Challenge:** A governor asked what support will be in place for those students who are struggling. The Headteacher explained that the Covid Recovery Funding can be spent on in-house tutoring so could be used to provide additional teaching through part time Maths and English teachers to work intensively with Pupil Premium students. The Deputy Headteacher noted that if a student is taken out of a subject they would need to improve their grades elsewhere and that can't be guaranteed as predictions already build in a level of aspiration but it may be the right thing to do for the child to achieve a good Maths and English outcome. There are also timetable issues to consider.

**Challenge:** A governor asked if there are PP students in the cohort of those with significant absence. The Headteacher confirmed not but PP attendance is down across the school. Mr Beever noted that overall attendance is better than national and has improved last week following some great work from tutor group tutors.

The Headteacher reported that there has been a significant increase in mental health issues, such as eating disorders, self-harm and those on safety plans, which is mirrored nationally. This is a real shift from where the school were pre pandemic and lots of support is in place and whilst the pastoral and child protection team is well staffed the workload is significant. There is a focus on getting these students into school, being healthy and working with agencies which means they are not in lessons. There are also increasing numbers of children experiencing domestic violence and on child protection.

**Resolution:** Governors agreed the targets suggesting a review of targets against predictions through the year.

Mr Gillbanks left the meeting at 7.12pm.

**Standards Review** (previously distributed)

It was agreed to include comment that feedback from governors is being taken on board by SLT and the school received some positive parent feedback on the meet the tutor event that was suggested by a governor.

A governor suggested including reference to better communication and for all stakeholders to be kept as up to date as possible on any changes / updates across the MAT.

Governors agreed the document for submission subject to the above inclusions.

**Challenge:** In response to a governor the Headteacher confirmed that there is CPD for staff on wellbeing and statutory sexual harassment requirements are being met through PHSE curriculum and there will be student assemblies on the subject.

#### 4. Behaviour and Reward Policy

The Deputy Headteacher (RB) presented a learning conduct update to governors

- The system was developed in line with the school vision
- Communication and relationship building is maintained through system
- Focus on praising above and beyond basic expectations
- Golden ticket developed following feedback from parents to include wider contribution
- Celebrating students through assembly
- Managing low level disruption
- It is not a punitive system and has opportunities to reset
- Explanation of the point system
- Has been implemented alongside pastoral team changes
- Impressed with how staff have embraced the new system.
- It has empowered all staff across school
- There are layers of trigger points to pick up behaviour patterns and concerns early.

**Challenge:** A governor asked if students in a shadow classroom have the opportunity to reflect on what went wrong. The Deputy Headteacher explained that staff are asked to pick the student up and would be encouraged to have a conversation with them in detention or the next lesson. The Headteacher informed governors that

	<p>restorative conversations is in the CPD plan to support teachers in getting these conversations right.</p> <p><b>Challenge:</b> A governor asked how the effectiveness of the system will be measured. The Headteacher explained that there is no comparative data from the previous system and there has been two school years disrupted by Covid. There has been an increase in detentions which was expected and attendance at detentions, which was historically poor, has been good as the students know if they don't attend it escalates to the next stage. The Deputy Headteacher explained that points and detentions can be tracked weekly through SIMs and there will be useful tracking data for monitoring going forward. The tutors are used to monitor the system through the planners and transfer the number of points and rewards onto the database along with immediate sanctions.</p> <p><b>Challenge:</b> A governor asked if there is anything built into the system to support SEND students. The Deputy Headteacher explained that the SENCO has gone through the system for each student with an EHCP and for those that would struggle with the system there is a sticker inside the planner to identify how staff can make reasonable adjustments.</p> <p><b>Challenge:</b> A governor asked if there is anything to help SEND students achieve the reward level. The Deputy Headteacher explained that rewards are for effort and behaviours above basic expectations not for attainment. The Headteacher added that there is some work to do with the inclusion department on how rewards are managed for the students with the most challenging behaviours.</p> <p><b>Challenge:</b> A governor suggested that it would be interesting to see the impact on the cohort of the small number high tariff students.</p> <p>The Deputy Headteacher said that there will be ongoing reflection and review of the system.</p>	
5.	<p><b>SEF and School Improvement Plan</b></p> <p><b>SEF</b> - (previously distributed)  <b>Leadership and Management</b> - (previously distributed)  <b>Quality of Education</b> - (previously distributed)  <b>Personal Development</b> - (previously distributed)  <b>Behaviour and Attitudes</b> - (previously distributed)</p> <p><b>Resolution:</b> Governors agreed the SEF and the SIP.</p>	
6.	<p><b>Ethos and Vision Alignment</b></p> <p>It was agreed to carry the item over to the next meeting.</p>	
7.	<p><b>Governor Business</b></p> <p><b>Agenda Schedule</b> - (previously distributed)  <b>Updated Governor Welcome Pack, Role Descriptions, Committees</b> - (previously distributed)  <b>Chair and Vice Chair Descriptions</b> - (previously distributed)  <b>Link Governor Role Descriptions</b> - (previously distributed)</p> <p>Circulated for information and governors had no questions.</p> <p><b>Governors</b></p> <p>The Chair informed governors that Roy Moore had resigned and governor recruitment is ongoing.</p> <p>The committee structure will not start until there has been sufficient governor recruitment so the next meeting will be an LGB and governors should continue with link visits.</p> <p><b>Action:</b> Governors were asked to undertake a link governor visit.</p>	Govs
8.	<p><b>Any Other Business</b></p> <p><b>Expansion Plan</b></p> <p>The Headteacher informed governors that an expansion plan update is due 21<sup>st</sup> October 2021.</p> <p><b>Pay Committee</b></p> <p>Renee Rainville, Trevor Charlton and Amanda Stipetic were agreed as the pay committee to meet on November 8<sup>th</sup> 1pm.</p>	
9.	<p><b>Future Meetings</b></p> <p>25<sup>th</sup> November 2021 – LGB</p>	
	<p style="text-align: right;">Meeting end time 8.25pm</p> <p><b>Approved at LGB on 25<sup>th</sup> November 2021</b></p> <p><b>Ms Renee Rainville - Chair</b> _____ <b>Date Signed</b></p>	

**Action Plan following the Meeting of the Local Governing Body on Tuesday 12<sup>th</sup> October 2021**

	<b>Action</b>	<b>Agenda</b>	<b>Person</b>	<b>Date</b>
1.	Make a link governor visit and submit a report.	7	Governors	Nov 2021

**Future Agenda Items**

November Meeting	Future Meeting
PPE outcomes Ethos and Vision Alignment	Tour of new buildings Extracurricular audit and participation rates

Approved