

GOVERNING BODY

Meeting of:	FULL GOVERNING BODY
Date/Time:	12 th October 2016 5 – 7 pm
Location:	Patcham High School – Library
Distribution:	All Governors and M Newman
Quorum:	For decisions to be binding at least one half of current governors are required
Present:	Voting (governors) Charles Miller-Cooper (CMC) Stephen Berry (SB) Caroline Greenfield (CG) Anthony Craggs (AC) Mike Sandeman (MSD) Di Bonner (DB) Juliet Greenwood (JG) Andrew Saunders (ASD) Geoffrey Theobald (GT) Sarah Fitzjohn Scott (SFS) Chair of Governors John McKee (JM) Headteacher Others (Non-Voting) Janet Johnson (JJ) Clerk Mike Newman (MN) Deputy Headteacher
Apologies:	Natasha Marris (NM) – accepted + for future Wed meetings Laura Carney (LC) – accepted (elsewhere for school) Sally Palfrey (SP) - accepted Anthony Lawes (AL) - accepted

MINUTES

	DISCUSSION and DECISIONS	ACTIONS
0	RECEIPT of ANNUAL DECLARATIONS and COMPLIANCE This item was taken at the end of the meeting. JJ received each governor's declaration of continued eligibility, interests and pecuniary interests. Governors also confirmed receipt and understanding of the use of data and its protection policy and part one of the Keeping Children Safe in Education September 2016 version. Further safeguarding training would take place 8.11.16. The amendments to the code of conduct were agreed which included agreement to providing information to Edubase as required by the Department for Education. JJ would follow up any outstanding items.	JJ JJ All JJ
1	WELCOME, APOLOGIES and DECLARATION OF INTEREST JJ opened the meeting 5.10 and apologised for the late start. Apologies were considered and declarations of interest in items on the agenda invited. No new declarations were made.	

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2	<p>ELECTION of CHAIR of GOVERNORS</p> <p>JJ reminded all the position of Chair of Governors was for a term of one year and advised she had received one nomination, SFS. This had been supported by SB. JJ now invited further nominations and time for discussion. With only calls for SFS to be re-elected from all governors she was elected as Chair of Governors <i>nem com</i>. SFS requests MN presents item 3.</p>	
3	<p>GCSE RESULTS ANALYSIS</p> <p>Governors had already received and considered the 33 pages of data which was accepted. Challenge partners had provided external confirmation and there was much to celebrate.</p> <p>3.1 The headline results were</p> <ul style="list-style-type: none"> • 63% 5+A*-C. these were the best ever and up 4 percentage points on last year. The National Average (NA) was 57% • English and maths had the best results ever and maths the first time above NA. • 385 A*/A grades had been achieved, 91 more than the previous year. This bucked the National trend. • Attainment 8 is up to 5.12 (roughly C grade equivalent), from 4.87. 5.8 would be a B- to B. It was slightly better than expected. • Progress 8 was up from -0.22 last year to -0.14 this. It was slightly better than expected. <p>3.2 Further information was provided:</p> <ul style="list-style-type: none"> • Prior attainment at Patcham was in line with the NA so comparing with the NA figures was justified. • The progress 8 figure of -0.14 meant that the cohort achieved 0.14 of a grade lower on the 8 subjects than was expected based on prior attainment. There was still a time lag whilst the number of students entered to the exams that counted, increased. Governors recalled this meant comparison between years and schools was difficult. It was expected that Nationally 90 to 93% of students would have all the 'qualifying' subjects. This year's cohort PHS was 81%, next year's 87% and the following two, 93%. • The trigger for Ofsted was -0.5. • Raise on line was due 28th November 2016 • The 'gap' for English was the same and narrowed slightly for maths. • Attainment had risen for SEN students in English (5%) and maths (17%) <p>3.3 Governors acknowledged there was a tension between achieving a high enough progress 8 to avert the difficulties presented by being graded inadequate and their preferred position of entering pupils for exams appropriate to supporting their wellbeing.</p> <p>Governors shared the schools pride in the improved outcomes and enquired as to the main contributors to the success. This was largely due</p>	

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	<p>to improvements in maths which had been impressive particularly given the problems the department had had to overcome. Further scrutiny would be made at the Teaching Learning and Outcome committee and by governor links.</p> <p>AC and JG arrive 17.33</p> <p>Will it change the emphasis from ensuring at least a C grade (or equivalent) is reached? It gives more points for the higher grades not just credit for C+ (1-9) so supports higher expectations.</p> <p>3.4 Poorer subjects Governors noted the poorer performing subjects were on the whole as expected and would be followed up at the meeting the following week. PE results had been much worse. Has it been this bad before? No. Where did you go wrong? We have unpicked it all and there was a basic misunderstanding of what could be submitted and the capability of getting the grades How much is practical and theory? 40/60. Which school is doing well? JM confirmed visits have been organised to them. Governors were shocked that it indicated low expectations and recalled more time was given to PE at the school than others and there had been recent changes in exam board. JM confirmed it was a serious issue and being addressed accordingly with an action plan for the department and the GCSE pupils. A significant number of intervention measures to address the problem were outlined. Governors had more questions and the issue would be monitored by TLO committee. Is it too late for the current Year 11s? No but they have to engage with the strategies which will be new for them. A governor commented that children had been let down and change was required. JM leaves 18.13</p> <p>3.5 Moving to outstanding Focus areas would be</p> <ul style="list-style-type: none"> • Increasing curriculum time for English and maths • Technical subjects • Boys' attainment and progress especially for middle and high prior attainment pupils with focus on English and option subjects dominated by boys. <p>What support for tech is available from elsewhere in the school? Coaching, attendance at an LA tech group and a local examination group. MN had been put in place as line manager as staffing in the department was relatively inexperienced and reduced. A governor offered good support at no cost from Brighton University. JM returns 18.15</p>	<p>TLO ALL with subject links</p> <p>TLO</p>
4	BRIGHTON AND HOVE GCSE RESULTS	

	DISCUSSION and DECISIONS	ACTIONS
	<p>Governors had already received and considered detailed graph prepared by the data link governor. The school was now in the top 4 of the LA and the gap to the top performing school was closing. The range of results was now only 22% and Brighton and Hove was one of the most improved LA's across the country. 18.20 MN leaves.</p>	
5	<p>HEADTEACHER'S REPORT Governors had already received the school development plan (SDP) and the headteacher's report to governors. The latter provided information on Progress of actions to be taken to move the school forward in the first term, the vision, motto, significant groups and roll numbers.</p> <p>JM now provided further information</p> <ul style="list-style-type: none"> • He was enjoying the role so far and had been supported by all. • The inset day and work on vision showed teamwork needed to be included and the previous, Inspire, had run its course. • Feedback from staff was that the culture was changing to greater collaboration towards a common goal • An update on the actions for each priority. These had in the main been completed. • New student loos were not yet in place • The funding for Grit and Resilience had not been secured; however, the LA would be funding a post to raise attainment and attendance for disadvantaged pupils. • Attendance was now down to 95% and this was mainly due to illness and medical appointments. The target was 96%. • The first headteacher/parent meeting had been attended by 8 parents and issues raised were mainly homework, sports club and the desire for higher expectations. The possibility of starting a parent teacher association was raised. • The clinic with staff had not raised issues of concern. • A review of curriculum and class sizes would be needed. <p>How much did redecorating the staffroom cost? The kitchen cost £5k, this was £2.5k from capital £2.5 from PFI.</p> <p>We have had reports of poor language in the school. Are there any ideas to deal with that? It is picked up on and sanctioned – mainly if directed at a student or staff.</p> <p>In discussion it was felt that girls should not be the focus of the uniform sanctions. Governors supported the delivery of a reasoned consistent response.</p> <p>Are you fully staffed? Yes</p> <p>Are you overstretching yourself? I consider it important keep in touch with teaching and line managing teachers.</p> <p>Have the target grades based on key stage 2 results been removed from reports as this is not in line with our aspirational vision? This would be checked.</p> <p>Is it a parent teacher association or a fundraising group that you think they would prefer? Time will tell.</p>	

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	Will some subjects be withdrawn if there is insufficient take up? We are talking about situations such as going down from 3 to 2 classes but keeping numbers below mid-20s. This would be monitored by committees.	
6	GOVERNOR ACTIVITY – Committee and individual focus on School Development SFS had sought governor comments on her recommendations to monitor the impact of the school development plan priorities through their individual links and dropping the year links. The governor day next month would provide an ideal opportunity to pursue this. It was agreed committee chairs would take responsibility for ‘carving up the plan’, co-ordinating the monitoring and taking action to recommend changes to terms of reference if required. The current terms of reference were extended.	JJ
7	ELECTIONS and ROLE APPOINTMENT Part 2 Governors had already considered the Chair’s report which was accepted. It was now confirmed: <ul style="list-style-type: none"> ❖ The existing arrangements regarding Vice Chairs were to remain. ❖ The headteacher performance management panel would be carried out by SFS AS and the same as last year. Other governors were invited to attend training related to this role with a view to being able to introduce a rolling membership by the end of the 16/17 academic year. ❖ Safeguarding governor would be CG. ❖ No formal collaborations were proposed at this time and governors agreed to continue to research and consider options to enable them to be prepared for the regular reviews. JJ would forward role outline for Children in Care link to MSD to consider taking on the role. JJ had drafted a policy to allow for the remote attendance of governors at meetings. <ul style="list-style-type: none"> ❖ Subject to its use being triggered to enable vital attendance, the Remote attendance policy was approved. It would be reviewed by Steering Group. Any further requests for role changes were to be put forward swiftly.	All All JJ MSD JJ/JM ALL
8	MINUTES OF LAST MEETING and MATTERS ARISING The minutes of the meeting 14 th July were agreed to be an accurate record and signed by SFS accordingly. There had been technical difficulties in completing the governor blog. JM would follow this up. MSD would write it for the autumn term. All other matters had been completed or discussed elsewhere.	
9	GOVERNOR PORTAL/SHAREPOINT This continued to be work in progress. Some difficulties had arisen. JJ would request the school up-dates the governor website pages.	
10	Any other Urgent Business There was no further business and the meeting closed 18.56	
11	Date next meeting These had already been advised. CG and SB would liaise and set a date for Student Families and Community committee.	CG

ACTION POINT SUMMARY

	OWNER	ACTION	Due By
5 FGB July	CHAIRS	Chairs would consider the strategic information required from the school when setting agenda at the start of the year and liaise with school for the best way to provide this.	SEPT
0,6,7	JJ	Take action to update records as required	12.11.16
0	ALL	Note Safeguarding training	8 th Nov
3.3	ASD/	Monitor subjects to pursue improvement	Ongoing
3.4	TLO		
3.3	Subject links	Review performance of your link area.	8.11.16
7	All	Book on to Headteacher performance management training if you wish to be considered for this group.	By end of term
7	All	Continue to research and keep abreast of events relating to long term options. Report back to SFS	Ongoing
7	All	Advise JJ if any role changes requested.	24.10.16

Signed 1.12.16