

Minutes of the Full Governing Body Meeting on 9th September 2015 at 6.30pm in the Library.**1. Present**

Mrs K Wilson (Chair), Mrs J Daly, Mr J Males, Rev J Patrick, Mr M Savage, Mr J Males, Mrs D Scammell, Mr J Spencer, Mr M Mckeown (Headteacher), Mr J Hanrahan, Mr N Manders, Mr S Puttick, Mrs M Laurence, Mr P Banks, Mr D Gibbons.

Minutes: Mr J Thorpe

2 Apologies: Mr A Mills (Vice Chair), Mrs S Wilkinson, Mr M Edgar.

3 Election of Chair and Vice Chairs

Nominee	Proposer	Seconder	Outcome
Mrs K Wilson (Chair)	Mrs Scammell	Mr Males	Elected uncontested
Mr A Mills (V Chair)	Mrs Wilson	Mr Males	Elected uncontested
Mr J Hanrahan (V Chair)	Mrs Wilson	Mr males	Elected uncontested

The Term of Office was for one year.

4 New Governors**a) Welcome**

Mr S Puttick (representing Bishop Grosseteste University) was welcomed by the Chair to his first official meeting as a Governor and it was hoped he would enjoy his time with the Governors and School.

b) Induction Procedure

Mr Spencer explained the Induction Procedure.

There was also a Governor's Skills Audit, which was part of the Induction Procedure. This was to help new Governors and the Chair work out the best suited committees.

There is a CPD budget to support new and existing Governors. There was also free on-line training available. This should strengthen the Governing Body.

It was agreed that a lot of work had gone into it and it was agreed to try it for one year and review it then.

Governors asked if it was for all of them to fill in and Mr Spencer said that it would be a good idea to help inform training needs.

The Headteacher welcomed this approach. It gave an opportunity to reflect. He circulated training opportunities to Governors as well. It would be possible to have in-school training.

c) Code of Conduct

Code of Conduct for Governors will form part of the Induction Programme.

It was agreed that the Chair would monitor the Induction Process.

Mr Spencer was thanked for his work on the Induction Procedure.

5 Declarations of Interest

Mrs J Daly – Streets Accountants.

6 Confirmation of the Previous Minutes of 15th July 2015 (paper FG2015/7/2)

The minutes were confirmed and signed as a true record after the following changes were made:

Mr Savage was present. The date needed to be changed by deleting the 2. In item 8 Mr Spencer's name should be added to that of Mrs Daly and Mr Scully.

7 Matters Arising

a) There was no date set for the opening of the Sixth Form building. It was planned for the end of October. No name had been selected for it.

b) There has been some alterations to letters uptake on the weekend following an update to procedures and protocol.

c) The school had been issued with a Fire Certificate. However, the Headteacher would like to consider buying a new wired system to cover the whole site.

It was agreed to discuss the Fire Alarm in the Co-ordinating Committee. (See under Headteacher's Report Section C for more discussion).

d) The Headteacher passed around folders containing pictures of the new Sixth Form Building and refurbishment.

e) Governors' Self Review

The Pupil Forum would be held in October. Mrs Daly said the documents were still to come.

Mr Spencer reported that there were some Governor Visit Reports still to come into the evidence file.

Mr Spencer agreed to update the Self Review Form.

8 Governors' Items

a) Terms of Reference

It was agreed to keep the Joint Committee as two separate committees.

It was agreed to add the Code of Conduct to the Terms of Reference.

b) Committee Membership

Mrs Scammell agreed to become a member of the Finance Committee.

c) Committee Transfers

Governors were requested to let the Clerk know if they wished to join or transfer to a different committee.

d) Champions/Named Governors/ Links to School Departments

It was decided to continue with the following:

Child Protection and Safeguarding Health and Safety – Mrs Wilson

Maths – Mrs Daly

SEN and Additional Needs (including EAL and

English – Mr Gibbons

LAC) – Mrs Scammell

Business and Enterprise – Mr Hanrahan

Student Voice – Mrs Daly

Staff Development – Possibly Mr Puttick

Performing Arts – Mr Males

Gifted and Talented – Mr Spencer

Canon John Patrick volunteered for a link and would discuss this with the Headteacher.

Champions/Named Governors were still required for Literacy and Numeracy across the Curriculum.

e) Governors Attendance Record for 2014/15

The Governors' Attendance record for 2014/15 was accepted by Governors.

f) Pecuniary Interest Forms

Governors were requested to fill in the forms and hand them to the Clerk before leaving.

g) To Arrange a Date to Meet New Members of Staff

The Headteacher agreed to notify Governors when he found a suitable date.

h) To Receive the New Calendar of Governors' Meeting Dates (v4)

It was agreed to re-arrange the Property Committee meeting date since Mr Groves would be on annual leave on the date originally proposed. It was thought that the 21st October would be a better date if he was back otherwise it could be 7th October.

9 Headteacher's Items

A Results

- a) The results came out as predicted.
- b) In KS5 most indicators show an improvement but competitors are exceeding that.
- c) More students were going on to university.
- d) AS Y12 results were better than the previous year but needs to be higher.
- e) Discussion regarding U grades. Case studies to be produced by HOD.
- f) There was still work to be done.
- g) The better proportion of students passing was because they were in the right subject. The school was becoming stricter over entry requirements and so the results should improve.
- h) The Sixth Form now had amazing facilities and this creates a more productive atmosphere for students and so should lead to better results.
- i) The 96% pass should be pushed to 98% and that would be a good improvement.
- j) Languages discussion.
- k) Earlier down the school pupils were taking two languages unless they had low levels of literacy and so they do one language and more literacy.
- l) There was a need to consider the curriculum offer in the Sixth Form. The previous cohort was not academic. It was hard not to turn some students down such as the ones who had a D at the end of KS 4. It would be good if a retake could be offered but was not possible at the moment.
- m) In KS 4 the Government had changed the rules.
- n) Pupils could retake the core subjects but not recount them.
- o) A* to C English has gone from 58% to 53%, A* to C maths has gone up from 49% to 60% so 5 A* to C including English and maths has remained the same at 42%. The English Department had had many changes in the previous year and did well to hold the line. The third Head of English had just been appointed.
- p) There were nine Pupils who had gained a D in English with one or two points more could have achieved a C. Was it worth sending the papers back to me re-marked? The results could greatly affect the statistics.**
- q) There was now a good maths team who had achieved higher results and should be congratulated. However, this needs to improve further.
- r) The level of Value Added was very pleasing. The national average was set at 1000. Last year the result was 972 and this year 1001. This reflected results across the board. It was evidence of a strengthening curriculum.
- s) This year the cohort has a greater proportion of higher ability students so the future will bring better results.
- t) The EBACC results were the same as the higher band.
- u) What extra measures could be put in place this year to improve the results at the end of this year?
- v) More members of staff had been appointed to English and Maths. Students in Y11 had one more lesson in English and Maths. It used to be 3 per week and was 4 now with a lesson after school. Intervention classes could now do 1:1 to 1:3. A lot of people were now in place to be more efficient this year.
- w) There was still a need to look at tracking.
- x) There had been a very pleasing increase in the numbers achieving 5 a* to C's in English and Maths who were in the Pupil Premium. The gap with disadvantaged has closed significantly.

B Snagging List

- a) A lot of work had been done over the summer. The site staff and IT staff were a “stunning bunch of people.” The Sixth Form building was now up to date. There was still some snagging to be done.
- b) The architect had thought it to not be a good idea to paint the re-constituted stone. Not decorating it saved money.
- c) Mr Groves would monitor the situation and keep Mr Banks informed.
- d) An extra door would be put in the Biology Courtyard after half term.

C Fire Alarm

- a) The Headteacher had sent an email round concerning fire alarms in school. A bid for £92k was unsuccessful. He had appealed unsuccessfully but they couldn't say why it was unsuccessful, He could try again the following year. It should cost £65k for a system. A wired system was required.
- b) Mr Hanrahan Declared an interest for this item.**
- c) It was agreed again to discuss this item in the Co-ordinating Committee.**
- d) The school has a Fire Certificate.

D Admissions

There were 227 in Y7 which was over the PAN (225) and numbers were down slightly in KS5.

The Headteacher was thanked for his report.

10 Reports from Committees

- a) Seven sets of Discipline Minutes from meetings at the end of the previous term were accepted by the Governors.
- b) It was asked why there were so many permanent exclusions.**
- c) The Headteacher said that the children had reached the end of the staged process. It had been the practice to allow more chances at the end of the process than the policy. The school was now taking a harder line on Discipline. There had been improvements in the staged process and support given. However word was out that the school was not afraid to move children on.

11 AOB/New Agenda

- Governors were invited to the Senior Prize-giving ceremony at 7.00pm the following evening.
- The Open Evening would be held on Tuesday 15th September 2015.
- At the end of October there was planned to be a Lego experience for the day and would be suitable for the whole family. It would be held at the weekend and proceeds would go to the school.
- Governors were asked to hand in their Skills Audit to the Clerk before the following Full Governors' Meeting.
- Governors could now access the school's broadband and use it to access Dropbox if they wished to go a little more “paperless”. A simple mnemonic was provided by Mrs Laurence.

12 Date of Next meeting – Wednesday 16th December 2015

The Meeting ended at 8.16pm

Papers used in the meeting:

a) Minutes to the meeting held on 15th July 2015

b) New Governor Induction Programme

Containing:

Checklist,

Induction Procedure

Code of Conduct

Skills Audit

c) Governing Body Structure and Terms of Reference 2015 to 2016

d) LCHS Routine Committee Membership

e) LCHS Governors' Attendance for 2014 to 2015

f) Governors' Meeting Dates for 2015 to 2016

g) Governors' Contact details (Accepted but not discussed)

h) Headteacher's Report for 9th September 2015

i) School Admissions Update (tabled)

j) Pecuniary Interest Forms

k) Explanatory sheet for the School's wifi and Dropbox.

