

Governors General Meeting Minutes Worthing High School

Wednesday 23 March 2022
1700-1900
by Zoom

Members:	Sasha Scambler - Chair	John Bull
	David Oakton - Vice Chair	Louise Sivyer
	Pan Panayiotou	Matt Micaiah
	Amanda Allibone	Neil Ambrose
Clerk to Governors:	Tracy Reed	
Invited Guests:	Richard Cohen - Chair of Trustees	
	Scott Swift - Deputy Headteacher	
	Adrian Cook - Deputy Headteacher	
	Karen Hayler - CFO	

1.	<p>Welcome</p> <p>The Chair welcomed everyone to the meeting.</p>	
2.	<p>Apologies for Absence</p> <p>Apologies had been received from ACO.</p>	
3.	<p>Notice and Quorum</p> <p>Due notice had been served and the meeting was declared quorate.</p>	
4.	<p>Pecuniary Interests</p> <p>There were no pecuniary interests declared.</p>	
5.	<p>Resignations/Vacancies/Appointments to Governing Body</p> <p><u>Worthing High School (WHS) Governing Body</u></p> <p>The two Parent Governorships had been advertised in the Weekly School Newsletter with no response. Having indicated their willingness to stand SSC and DOA were duly re-elected unopposed for another four years.</p> <p>It was suggested that efforts be made to identify potential parent governors for when SSC and DOA's children left school.</p> <p>At their meeting on 9 February 2022 the Trustees supported the reappointment of JBU to the Governing Body.</p>	Clerk
6.	<p>Minutes of previous meeting</p> <p>The minutes from 2 February 2022 were agreed as a true and accurate record of the meeting subject to the following correction:</p> <ul style="list-style-type: none"> • Page 5, paragraph five under Student Numbers, corrected to read 'in 2021 there were only 69'. 	Clerk

7. Matters arising from item 6

Item 8, Headteacher's Report: Wellbeing Charter and survey feedback

With reference to feedback from support staff about lack of understanding of their roles and responsibilities KHA and PPU had been doing some work with regard to the Chair's suggestion of rebranding. Any findings would be discussed at the Trustee meeting.

8. Headteacher's Report

Covid 19 / Vaccinations update

A significant level of staff absence due to Covid had resulted in some year groups having to stay at home. On 14 March 2022 there were nineteen staff off, fourteen of whom were suffering from Covid. Having a year group work from home could potentially free up eight staff but this was still not enough to meet the demand. PPU acknowledged AAL's hard work in organising cover during a very challenging and stressful time.

There were currently no plans to reintroduce face coverings but the situation would be kept under review.

Exam assessments

Re the second set of mock exams, the projection was positive with a Progress 8 figure of +0.21 relative to an Attainment 8 figure of 50.47.

The Chair said that from a parent's perspective it was easy to see all the extra effort and work that had gone on. It was agreed that the Governors would send a thank you note to all staff.

Behaviour Hub

PPU, SSW and ASI would be receiving three days of training in Reading where they would be assigned other schools that they would be working with. There were only eight secondary schools nationally with DfE behaviour hub status: it was a credit to, and recognition of all the work carried out by SSW, the behaviour team and the pastoral team.

The project would involve 45 days of work; it would create secondment opportunities and capacity to grow the team. All expenditure would be reimbursed including the cost of any staff cover.

In response to DOA, PPU said that if the feedback was good and the DfE was appreciative of the work then he would expect the school to continue as a behaviour hub after the initial three years

Staffing

PPU advised of recent appointments and upcoming interviews. The school appeared to be on track to be fully staffed.

SSC /
PPU

Presentations by TLR postholders

PPU thanked Governors for attending the staff presentations and hoped they had found them interesting. There were many favourable comments from the Governors including JBU who remarked that he was always amazed by teachers' tremendous enthusiasm and that they were doing the presentations addition to a full time teaching role.

Student matters

Attendance had improved steadily over the last few weeks and was just under 90%; national attendance was 89%. There were significant challenges in maintaining good attendance figures; the school was working hard with those persistent absentees and Emotional Based School Avoidance (EBSA) students.

In response to a query from JBU, SSW explained that ESBA was a term used to describe students who were unfit or unable to attend school because of their deteriorating mental health, resulting in persistent absenteeism. There had been a marked increase in students presenting with ESBA to which end WHS put in place a Learning Support Assistant to work with the students to reinstate them back into school.

JBU asked if the minibus was still being used. PPU explained that it had not been in use because of Covid, but the issue was persuading students to attend lessons once they were in school rather than getting them there in the first place. There was a piece of work to do on integrating students once they were actually in school and convincing them to go to lessons.

Admissions

Admission numbers were healthy: the school continued to sit above its public admission number (PAN) of 210 in all year groups: Year 7 - 212; Year 8 - 213; Year 9 - 214; Year 10 - 229; Year 11 - 203. There would be 16 appeal hearings in May which indicated that there would be a waiting list. Appeals would not incur a charge this year; the school would not be able to claim back the money for last year's appeals.

Pupil premium progress report (p52 HT report)

PPU was pleased with the shift to more positive results for the Mocks 2 but there was still some significant work to do in certain subject areas. Action plans were in place being led by the SLT links and the middle leaders.

Student Council

The new Head Boy, Head Girl, and deputies had been appointed from a pool of very strong candidates. When asked they wished to be referred to as Head Boy/Girl and not Head Student. Breakfast meetings had been very effective in boosting students' confidence and encouraging them to apply.

Parent Feedback

PPU commented that the opinions expressed in Parent View did not align with feedback ordinarily received from parents or with what was actually going on at school. He referred to an increase in vexatious complaints and that it had been particularly testing. Whilst there was a need to be mindful of the mental stresses affecting students, it should be borne in mind that parents and carers were also subjected to

such stress. The school would continue to work with parents and carers as much as it could. It was also important to support the new parents and students as they transitioned from primary to secondary school.

Management accounts

KHA explained that the increments had not yet been put through the finance system but they were accounted for in the expenditure column. The surplus for the year end was currently about £36k. The budget had moved from showing a deficit at the last meeting to a surplus because of issues with commitments and the payroll data.

Trips

Governors approved the following changes to trips: Morocco replaced Kenya and Lake Garda replaced Ardeche.

Term dates

The Trustees had previously approved the term dates.

Platinum Jubilee

The school would be marking the occasion. Once there was a definitive plan it would be shared with governors: we would welcome their involvement with events as much as possible. It was agreed to invite Tony Cohen.

9. Clerking Matters

Governor training requests

None received.

Link Governor reports

NAM had submitted reports on Art and Music. He noted that both meetings were held virtually and he was very impressed with the members of staff.

LSI had carried out lesson observations for Drama and Design Tech.

Chair suggested continuing with virtual meetings for the time being.

Pecuniary interests forms

None outstanding.

Complaint panel

The Clerk would create a doodle poll in order to arrange the panel. Governors were asked to respond promptly.

Clerk

There was a suggestion to consider amending the Complaints Policy to allow remote hearings as an option. The preference would always be face to face.

10. Policies for Review

Safeguarding Policy

The Policy was based on the model West Sussex safeguarding policy. JBU had several issues with it; PPU encouraged Governors to send comments on the policy to the Clerk.

	ASI would update the Policy with material changes such as the safeguarding leads and team members.	ASI
11.	Chair's actions Nothing to report.	
12.	Any other business PPU advised that KHA would be moving on before the end of the academic year. The Chair echoed everyone's thoughts when she congratulated KHA on her new job; it would be an enormous loss for us, and she would be hugely missed. PPU said KHA had helped the school to grow and develop and must be 100% recognised for that. The Chair formally recognised PPU's statement on behalf of the Governors.	
13.	Agreed actions from the meeting <ul style="list-style-type: none"> • Thank you card from Governors to staff (SSC / PPU) • ASI to update safeguarding policy with material changes • Comments from Governors on the safeguarding policy • Doodle poll (Clerk / Governors) 	
14.	Dates and Times of GB Meetings for Academic Year 2021/22 25 May 2022 (apologies from LSI) 13 July 2022	
	The meeting closed at 1730.	