

Minutes of the Meeting held on Monday 22nd June 2020 at 1pm
using Google meet.

Present: Muir Mathieson (Chair), Stuart Wilson, Alison Campbell-Black, Chris Baldwin, John Gilbert, Eilis Cope, Andrew Wilson & Graham Ayre

Apologies: Nigel Riglar, Rebecca Castledine, Caryn Roberts & Amanda Arrowsmith

In Attendance: Emma Gray, Glen Balmer & Hannah Kelly (Clerk)

1. Apologies

Apologies were received from Nigel Riglar, Rebecca Castledine, Caryn Roberts & Amanda Arrowsmith. These were accepted by all.

2. Declarations of Interest

There were no Declarations of Interest made at the start of the meeting.

3. Governor Resignations / Appointments

There have been no changes to the School Development Board since the last meeting.

4. Minutes of the last meeting dated 11th May 2020

➤ *These were proposed for approval by MM; seconded by EC; agreed unanimously and signed by the Chair.*

5. Action Point Checklist

LGB60: Ongoing

LGB62: Ongoing

SDB17: Ongoing

SDB20: Ongoing

SDB21: Ongoing

SDB23: Ongoing

SDB24: Ongoing

SDB25: Ongoing

SDB26: Ongoing

SDB27: Completed

SDB28a: Completed

SDB28b: Ongoing

SDB 29: Ongoing

SDB30: Ongoing

SDB31: Completed

SDB32: Completed

6. Matters Arising

There were no matters arising

7. Vulnerable Children and Safeguarding Update

RR and JD sent a report to governors prior to the meeting. We have been continuing to liaise with outside agencies and monitoring children.

There were no further questions

8. Uptake of key worker and vulnerable pupil provision

EG gave a verbal report: Before half term we were reporting to GCC and the DfE on the numbers in school, they needed different levels of information – one wanted names, the other just numbers.

After half term the system changed as we were no longer required to report to the GCC with regards to key workers and we reported broadly to DfE. Reporting changed again on the 15th June, again with just very board reporting to the GCC.

There are 61 students who are eligible as key workers. Each day, between 8-12 attend school. The capacity in one room is 10, as we use a computer suite so each student can have access to a computer and the additional students work in the library. We can increase capacity to 26 using two computer suites and the library.

The students who are attending are consistent; the numbers are beginning to increase as more parents are returning to work

Some Y12 students were invited in as they were considered vulnerable by poor engagement with distance learning. A maximum of ten students, who are identified by the 6th form team, are invited per day.

A few other students from other year groups are attending on an ad hoc basis just for a day for purposes of re-motivation. We have taken the view throughout that if a student wants to attend school then we will try to accommodate them.

9. Remote Learning in Term 6

The Inset day was moved forward to the start of the second term as the staff wanted to increase the amount of interactive learning in Term 6. We held a series of workshops to show different forms of interactive activities that could be done to supplement live lessons.

We have not received any formal feedback on how the new approach is working, but SW has held four 'Tea with the Head' sessions with different year groups during which he received positive feedback from the students about the change.

C: There has been feedback that other schools have been very robust with staff with their expectations of what they should be doing in terms of live lessons. Can I commend you on the pragmatic approach you have taken with your staff?

A: Thank you.

Q: What is the structure around feedback to students on their work?

A: It varies from subject to subject. The HoDs were asked to produce a plan for activity and assessment, these plans have been sent to parents and are also on the website.

Q: Some teachers have stood out with the quality of their feedback and the students have reacted well to this. Is it worth modelling some of the outstanding teachers' methods to other staff?

A: Good practice was shared during the Inset day, but we would appreciate any positive feedback about individual staff members that we could use.

10. Delivery of plans for Y10 and 12 in Term 6

We have been pleased with how this has worked so far. We knew that the plan was good, we weren't sure on how well attended the sessions would be. However, the take-up in Y10 was 92% last week; we were only missing 2-3 students per day. All adhered to social distancing as much as possible, one way systems and a few wore masks but not many. By the end of the week, Year 10 students had received 3 hours of Maths tuition with their teacher.

The turn-out for Y12 was also very high. Those students who didn't attend mostly had transport issues, and we have verified that these students are all coping well with remote learning. Year 12 have now received 2-3 hours tuition on one of their A level subjects. It has been a successful week.

At the previous SDB meeting, the logistics of how to manage the two weeks for Year 10 options subjects had not been agreed. AMD has now worked through this complex problem and found an excellent solution. During these two Options weeks, 70% of Y10 will be able to access all four of their option subjects. The remaining 30% will access 3 out of 4; we have been unable offer DT and Food Tech. The students will remain in the same bubble for the day and attend school for 3 to 4 days across the fortnight. The timetable will be communicated to Option subject leaders tomorrow morning, and communicated more widely to staff on Thursday. Parents will be advised early next week.

Q: Why have you been monitoring BAME links to non-attendance?

A: We wanted to see if there were any additional health concerns affecting BAME attendance but we have not identified any.

Q: Are the DfE asking for this level of information?

A: No.

11. Monitoring engagement and pastoral support for pupils

GB advised that the same basic structure is in place as outlined at the last meeting. Heads of Year and Pastoral Support engaging with known vulnerable students. And any additional concerns are being dealt with when they arise. Some vulnerable students have engaged with their remote learning better than was expected.

A group of Y12 students who were classed as 'vulnerable by lack of engagement' have been invited into school over the last 3 weeks; SF and his team are putting a lot of effort into this group and it is a positive addition to all the other plans we have in place.

Q: It feels like the social distancing measures may imminently reduce. How will that impact the school?

A: The plans we have put in place are so complex and the site team has worked hard put them into place so we will not change anything now; there is less than 4 weeks left of term. Also, whilst the Government may change the guidelines, people feel anxious about reducing it, so it feels right to keep it in place.

Q: What do you think is likely to happen in September?

A: We only know what everyone has heard, that the Government now wants everyone back in school. Even with social distancing at one metre, we will only be able to run half a class. We hope that we will be able to have all students back in September as prolonged remote learning is not ideal. We won't rush into any decision until we have clarity. If there is a last minute announcement, we might not rush straight in, but take a few extra days to prepare. We are considering a phased induction for Y7 over a couple of weeks.

Q: Do we have any flexibility on decisions because we are an Academy?

A: Yes, some flexibility

Q: Do we have the right IT in place if all the students aren't able to come back in September?

A: We need to be agile over the next couple of years with IT and how we teach, in case we are in and out of lock-down. We have only been asked by one parent to borrow a laptop. We have been given two computers and a router by the Government for disadvantaged Y10 pupils, of

which we have 5. We wrote out to these families; only one has responded that they don't need it.

Q: With respect to feedback channels - are you happy with the amount of feedback you are getting from pupils and parents?

A: This area is part of the SIP; we are reviewing how the live learning been this term. If we return in September and have to use model with a lot of distance learning we would need feedback to help us develop how this looks. We are relatively optimistic that if the momentum continues, students will have a blended, if not full time, in-school experience. We are hoping that the Government will inform us in July of any rough plans so that teachers can plan accordingly. Parents are in contact on a variety of different levels; they know how to get hold of us if they want to.

12. Update on submissions of Centre Assessed Grades for Ofqual

Confidential Item

13. SIP and SEF Update

As more staff are coming into school more regularly, we are starting to look ahead to September. Many actions from the current plan have amber rating as they were started and not completed due to the lockdown. We will review these actions to see what needs modifying and completing. New developments will be added to the plan, though less than for a normal year, as it will be a reactive start, whilst we recover from everything that has happened. We need to assess where curriculum gaps are for those sitting exams next year, and assess pastoral and academic needs for the whole school.

We need to revisit classroom IT to ensure that it is future proofed for the next period. We need to be ready in case there is a second wave; we have learnt so much from this experience, that if it does happen, we will be in a better position.

In brief, the plans are to finish off what we started, look at some new developments, develop a recovery plan, future proof IT.

Next steps: The SLT will review the document this week, and then other stakeholders will review in the next three weeks so that it is ready before the holidays, so that it can start to be implemented in September

Q: When will governors engage with it?

A: It will be brought to the next governors meeting.

It was agreed that as the next SDB meeting is in September, that GB would circulate the plan before the summer holidays for governors' initial comments.

- **Action(SDB33): GB**

14. Recruitment Update

Teacher recruitment has been completed.

14.1 Year 7 appeals and induction including parent information

Confidential Item

14.2 Open Morning

The Open Morning was scheduled for Thursday 25th June. It was felt that a live virtual meeting was not the right way to replace this due to concerns over access and stability of users' connections, so a page has been hidden on the Website which will go live at 9am that day. The page will include a professionally

created welcome video and other resources including a welcome from the Head, a virtual tour, a talking heads video from students in Y7 to 10 talking what it is like to be in school. This will never be a perfect replacement for coming into school and seeing it first hand, but if families work through the resources they will be able to gain a strong sense of what life at Marling is like.

14.3 Year 5 Testing

Confidential Item

14.4 Year 12 recruitment and induction

There is a lot of activity happening with incoming 6th form students, including 'Zoom' induction days, Induction booklets, virtual tours, meet a 6th former. The levels of engagement with prospective students are high.

15. Site Developments

EG updated the committee: The main area of focus is the East Campus for the 6th Form area. This is phase 2 of the 6th Form expansion plan and includes the old building and art block which will be turned into three rooms for students and an office. Quotes had been received in January and a contractor appointed. However, due to lockdown the four 4 caretakers have been working on it and have done most of the hard work, therefore we are considering completing the work in-house.

A SIF bid was submitted in December 2019 to remove and replace the roof which includes the toilet block. We are still awaiting the outcome which expected by the end of June.

Other than that, there were minor issues following the heavy rainfall last week, and the caretaking team are working on the 'summer' jobs. EG concluded that the caretaking team are doing an excellent job; whilst doing their work, they are finding old issues and sorting those out.

16. May Outturn

Confidential Item

17. Complaints and Compliments

GB explained that the school has received lots of positive messages from parents since lockdown. GB to collate a few of these messages to share with governors.

- **Action (SDB36): GB**

➤ *CB left the meeting at 2:30pm*

18. Any other Business

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The meeting ended at 14.45

Dates of the next meeting: TBC



22 September 2020