

Minutes of the Interim School Development Board Meeting held on Monday 13th May 2024 at 6:30pm on Teams

Present:- Jane Exworthy (JE, Chair), Jules Godfrey (JG, HT), Katie Hughes (KH), Andy MacDonald (AMacD), Jo Roberts (JR)

In Attendance:- Rachel Jenkins (RJ, Clerk), Carrie Wittke (CW, SENCO) (until 7:17pm)

Apologies:- Alison Campbell-Black (ACB, Vice-Chair), Ayo Jimmy (AJ)

Key
*Governor support, questions, and challenge
**Responses

1. Welcome

JE welcomed everyone to the meeting.

2. Apologies

Apologies were received from ACB and AJ and these were accepted by all attendees. The meeting is quorate.

3. Declarations of Interest

There were no declarations of interest.

4. Minutes from the Previous Meeting

Minutes from the previous meeting dated 15th April have been circulated to the committee prior to this meeting.

- *The minutes were proposed by JE; seconded by JR; and unanimously approved.*

5. Matters Arising and Action Points

5.1 Action Points

ISDB19: Complete

ISDB27: Ongoing

ISDB29: Ongoing
ISDB33: Ongoing
ISDB38: Closed ISDB39:
Closed
ISDB41: Ongoing
ISDB42: Complete
ISDB43: Ongoing
ISDB44: Ongoing
ISDB45: Ongoing
ISDB46: Ongoing

6. SEND Data

CW attended the meeting to inform and discuss with governors GCSE and A level SEND data. CW presented this information via Powerpoint which is in the meeting file on Governor Hub.

It is important that we consider each student on their own merits and recognise that they have made significant achievements in their field of expertise. Those children on My Plan, My Plan+ and EHCP achieve. There needs to be consideration given to those children who need additional processing time and how best to scaffold their learning.

CW made the point that the profile of SEND children at Marling School has changed over recent years. Historically SEND students had diagnoses of ASC but more recently there are increasing diagnoses of ADHD and those with SEMH support needs.

* A Governor queried comparisons between years in terms of the makeup of the cohort and the impact of Covid – is the school happy with what they are doing and where they are?

** The SEND Department has delivered training sessions to teaching staff to help support in the classroom. There is a teaching and learning balance to be struck between the challenge and pace advocated by the Grammar school environment alongside helping students prepare for adulthood and becoming their own advocate.

* A Governor asked whether we expect our SEND pupils to do well.

** CW stated that we should have high expectations of all our students but understand that we need to know each student as individuals with uniquely different issues and look at the areas in which they have achieved well.

* A Governor made the point that a key measure to improve practice is to know when SEND children are joining the school to ensure that the correct support is in place for them.

Governors felt that it would be very useful to have an Ofsted file containing this anonymised data. The Board thanked CW for her presentation to the meeting.

JR is to be SEND Governor and needs to arrange a visit to CW and the SEND Department as a matter of priority.

- *Carrie Wittke left the meeting at 7:17 pm.*

7. Safeguarding Audit and Action Plan Update

KH presented Safeguarding Update Powerpoint which is in the meeting file on Governor Hub. KH explained that there are four sections to the update which she plans on sharing at each meeting going forward namely, Attendance, Behaviour, Pupil Movement, Referrals and Support and Safeguarding Training update.

Attendance

Attendance is variable with EBSA (emotionally based school avoidance) being a significant factor. Persistent absence is higher than pre-Covid but better than the national average. The threshold for persistent absence is the 10% bracket of pupils.

* A Governor asked whether we have children who aren't able to be in school but who can still study.

** Post-Covid the guidance is that you are either in school or not in school.

Behaviour

KH has drafted a new Behaviour Policy which is a matter of priority. This draft policy is in the meeting folder for perusal. The policy is more streamlined with a ladder of success and a latter of consequences – it will be easy for students and easy for parents to understand and follow. The idea is for the ladder of success to be the driver for children wanting to come to school. Ultimately fostering a culture of public praise and silent sanction which will tie in to the school's vision and values.

Parents' feedback around behaviour has been around consistency of implementation of the behaviour policy. Please provide feedback on the policy directly to KH who is also seeking input from other stakeholders.

Action (ISDB48): All

Pupil Movement

This section details the children who will be leaving the school and why.

* A Governor asked what a managed move is.

** KH explained the difference between a pupil leaving and a managed move. The former happens independently of the school whilst the latter is a supported move with liaison and conversation between DSLs of both schools. The intent of a managed move is to support student and family to make a successful move giving the student a chance for a fresh start. If the move to a new school is successful, then the student will stay in their new school and come off the Marling roll. If the student is unsuccessful in their move then they will stay on roll at Marling and be put on a behaviour pathway.

Referrals and Support

There has been one referral to Prevent. The purpose of this is not to criminalise the student but try to intervene before the possibility of them becoming radicalized.

* A Governor asked whether we have changed our procedures to learn from previous practice. ** CPOMS is accessible across school and is being used regularly which gives a clear picture of what is going on for children.

Safeguarding Training

There is a 20 minute training session available which KH will deliver. KH will also send information on Prevent Training to Governors. KH will provide Safeguarding training in September and annually thereafter.

A Health & Safety link governor needs to be appointed to help support Richard Dangerfield.

KH is to annotate 'Questions for Governors to Consider' slide.

Action (ISDB49): KH

8. New Governors/Governor Recruitment/Governor Skills Audit/Election of Governor roles

JR is to be SEND Governor and JE is to be Safeguarding Governor. This will be ratified by e-mail message with a record of Chair's action.

Action (ISDB50): JE

JG to check with Kim Wilson and see whether there has been any progress with a local and national campaign to recruit Governors.

Action (ISDB51): JG

JR to put together a draft document which outlines next steps for the governing body moving from ISDB to full time governing board and aspiring towards best practice. There also needs to be dedicated governors for Health & Safety and then Curriculum.

Action (ISDB52): JR

AMcD noted that previous staff governors were advised that the board would be back in contact with them. AMcD to send JE e-mail addresses of staff members in question.

Action (ISDB53): AMacD

9. Policies Update

Hardship Fund Application Form

A number of minor amendments need to be made to this form. JE happy to propose and JR to second subject to minor amendments. RJ to follow this up.

Action (ISDB54): RJ

Mobile Phone Policy

This has been put together by JG who would like to introduce it in Term 6. Students and parents will know about it during the week before half term. JG has tried to strike a balance between practicality and humanity ensuring the students are safe and communication is good.

* A Governor asked whether this policy is taking account of the 6th Form.

** The view is that the 6th Form are expected to treat mobile phones in the same way as if they were staff.

The Mobile Phone Policy is not a statutory policy so it does not require Governor approval but the school would like Governor approval.

- *Governors are happy to support the Mobile Phone Policy.*

The meeting noted that from a legal standpoint, the school is not responsible for personal mobile phones.

RJ to propose a process for policy reviews to ensure timely and adequate opportunity for these to be reviewed and renewed.

Action (ISDB55): RJ

10. Any Other Business

There were no other items of business to discuss.

- *The meeting ended at 8.36 pm.*