

**A meeting of the Full Governing Body held on Wednesday 22 January 2025 At The Angmering School.**

**PRESENT:** Mr Liley(HT) Mrs Hamilton-Street(Chair), Mrs Young (Vice Chair), Mrs Thomas,, Mr Carr, Mrs Charlesworth, Mrs Genge, Mrs Mitchell, Mr Smith, Dr Steele, Mrs Wilson (OPS), Mrs Beeby.

**ALSO PRESENT:** Mrs Nolan (Clerk), Mrs Thompson (LTH) Mrs Anderson (AAN), Mrs Buckle (JBU).

**NOT PRESENT:** Mrs Miller - no apology received, the board noted this absence for the second consecutive meeting.

**APOLOGIES**

1. Apologies were received in advance of the meeting from Mrs Knox, Mr Gisby and Mrs Silva and were accepted by the board.

**DECLARATIONS OF INTEREST**

2. There were no declarations of interest for the agenda

**MEMBERSHIP MATTERS**

3. The board unanimously voted to invite Mrs Beeby to serve a further term of office as a co-opted governor.
4. The board unanimously voted to invite Mr Gisby to serve a further term of office as co-opted governor.
5. Mrs Genge term of office as Parent Governor ends on 26th January, the board unanimously voted to invite Mrs Genge to serve a term of office as a co-opted governor.
6. The Clerk confirmed the nomination process had begun for a replacement parent governor.

**URGENT MATTERS**

7. There were no urgent matters

**SEND ANNUAL REPORT** copy att.

8. Mrs Thompson referred to the report previously circulated to the governors and the following questions were raised and answered;
  - a. SEND K is referring to the group of most diverse students who require school support but their need does not meet EHCP (Educational Health and Care Plan) requirements, but support and intervention is additionally provided.

- b. A notional funding amount is provided of 23% however, as national average is just 12.3% WSCC will be reducing the amount which is nominally attributed to 12% of our budget share
- c. It was confirmed that Pupil Premium funding is used for those students who qualify and it filters into the strategy.
- d. Governors discussed if they could assist in raising a direct concern to WSCC? It is the headteacher's view that SENAT(Special Educational Needs Assessment Team) is dysfunctional, that the system is incorrectly set up, with WSCC SENAT holding all the funding pots (Admissions, Finance, SEN). SENAT needs to be checking if a provision is right for a child not waiting for Appeals to be processed. It is worth noting that Independent School Places can cost in excess of £100,000 per annum
- e. It was noted that the students in the LNC meet the need for additional funding of approximately £7,000.00, though this varies widely depending on need.
- f. The HT suggests the board write to WSCC and question the dysfunctionality of SENAT. Governors agreed there is a requirement for a fair process and voted for the Chair to draft a letter to Clare Hayes at WSCC on their behalf. Governors asked if it would be worth gaining other schools to support the letter?

#### **ACTION CHAIR**

- g. CPD (Continuing professional development) is finance dependent and is provided internally. Where applicable there is an Apprenticeship levy which can be used to pay course fees for Apprenticeships.
- h. Play Therapy - currently two staff members are being trained in Play Therapy through the Apprenticeship levy.
- i. The LNC (our SSC or Student Support Centre) is funded based on 'planned places' for students with Physical disability, Visual Impairment or Hearing Impairment. Students who qualify for an EHCP commands a £3000 base funding. Mainstream students may qualify for additional funding which we can apply to WSCC for. Most students in the main school only receive the base funding to meet the needs outlined in their EHCPs. Students at SEND K do not receive additional funding.
- j. It was explained to the board that the EHCP process should take 20 weeks, however it has been running at 40 weeks, WSCC hopes to reduce this timescale to 30 weeks, but this still fails to meet the statutory requirement. Funding should be provided while waiting, but this equates to approximately £9.00 per day. Numbers of students in need continue to increase, but with the lack of provision, the school cannot meet the need and student attendance data is affected significantly.
- k. Governors agree, It's a difficult position for the school to be in. They thanked LTH for her report and attendance to the meeting. LTH left the meeting.

#### **ENGLISH REPORT Strategies, plan and foci** copy att.

- 9. Mrs Buckle referred to the report previously circulated to the governors and briefed them on updates since sharing the report.
  - a. Plan to introduce a Phonics Programme to support students struggling with comprehension.

- b. KS3 data- a new student progress tracker has been implemented but following some issues, the data previously shared with the board was incorrect, but has now been updated and the correct data looks better (report attached has been updated) Governors agree the data looks better and the Academic Review (AR) will show good progress for Year 8 students in English. The revised AR Reports will be forwarded to parents with an explanation.
10. The following questions were raised by the board from the report;
- a. Governors asked how the year 11 mocks are going - JBU stressed that although the papers are more complex, the students appear to be doing better than the previous year. She went on to explain the students have been studying for the past two years on the new curriculum which concentrates on extended writing and explicit vocabulary. Having regrouped the Masterclasses to concentrate on the current results, including the PP strategy, she is hopeful that by the end of the half term when the full data will be available, the progress data will make for very positive reading.
  - b. Governors asked if Students who are 2+ off target, 63% whole cohort and 73% PP, is the target set wrong, how is this the case with Quality First Teaching? The HT responded that the FFT targets are set to place every student in the top 20% of similar students nationally. Good performance at 4+ and 5+ would see around 80% of students achieving their target (and some within that will exceed it). This means that the current forecasts for Year 11 represent good progress at 4+ and 5+. There is an area of concern around Grade 7+, where too few students are currently being forecast to achieve these grades (9% versus 13% target). This is built into the development plan and is one of the drivers for introducing setting in English and science this year.
  - c. Regarding the Strategy for KS3 Pillars, is there concern about this being successful? JBU stated that this depends on the student's subject knowledge which so far it's been assessment based shows confident assessment marks.
  - d. Support for 2 English groups was discussed and it was confirmed that daily informal support was in place and consideration to program a more formal support is underway.
  - e. Forecasts versus outcomes, recognising a number of department teachers are also test examiners, governors asked if external moderation has been considered? It was confirmed that this is not done at KS4. But will be open to consideration, it was agreed to meet to arrange. **ACTION HT & JBU**
  - f. Governors asked about the current year 7 cohort, what English will look like in 5 years? JBU confirmed her vision being the pinnacle that the chronological reading age is in line and that students will enjoy reading, remarking that the recent year 7 theatre trip was attended by the whole year group.

### **DISADVANTAGED AND PUPIL PREMIUM (PP) STRATEGY**

- 11. JBU referred to the report (copy att) previously shared with the board in advance of the meeting stating that she had taken on the responsibility of overseeing PP and EiE (Equity in Education) half a term ago. The strategy introduced Staff Champions for

students who do not already receive support, therefore fall under the radar - the Staff Champions meet with the individual students once per term for an hour and support a pupil passport which is supported from home also, the focus is what a student loves doing, what their aspirations, track students, ensuring they are being represented effectively and proportionately. There is a follow up to the meetings via informal drop ins. Staff feedback has been very positive, there are 81 Champions supporting EiE students, this represents 32% of the school EiE population. It was confirmed that these students have previously been tracked through participation in Sports Clubs and Trips, but that we are working towards a more robust system where other aspects of school engagement are also tracked (e.g. prefects, tour guides, ambassadors, Sports Leaders).

12. Governors asked about the level of economic hardship and it was confirmed that 35 families have been identified, who access the community fridge.

13. JBU confirmed she will continue to promote and track the EiE students.

The Chair thanked JBU for attending and answering the board's questions from her two reports. JBU left the meeting.

#### **KEY STAGE 4 ACADEMIC REVIEW**

14. AAN gave a brief overview of the report. (copy att) which governors received in advance of the meeting highlighting that results are improving, the AR 2 data needs to be confirmed before we can be fully confident, but the year 11 students are more motivated with a similar view for year 10, although there is a small number of students who require support, particularly boys who present as immature.

15. The following questions were raised by the governors answered by AAN;

- a. It was confirmed that the Science Department has fully bought into the use of Sparx.
- b. It was confirmed that assessments are moderated in science, but more work is to be carried out and the school will seek to engage with external moderation.
- c. It was agreed that English is difficult to forecast due to the curriculum changes. Quality assurance and moderation will be explored for both English and Science. Work is currently being done in adjusting the mastery program for KS3.
- d. Pace is picking up with KS4 the leadership team are aware there is a big difference in English and Maths compared with Science - the new class setting system will help. It was confirmed that behaviour in setting for core subjects has improved.
- e. AR2 data will be available for the March FGB meeting.

The Chair thanked AAN for her report and time answering questions. AAN left the meeting.

#### **HEADTEACHER'S REPORT** copy att.

16. The HT presented the report shared in advance of the meeting and advised the following updates:

- a. The HT reported on the successful recruitment of JME Site and Buildings Manager, who has been in post for just over a week. He thanked CWI for her hard work in the interim.
- b. Section 106 project is still to be placed on the ADC planning list and requires pushing.
- c. Progress Leaders will remain with their current year groups as they move through the school with the exception of DJE who may continue to work with Year 11 (with JST dropping into Year 7)
- d. Adverts are out for a male PE teacher and a part time caretaker.
- e. Elective Home Education student numbers increased were discussed at length and governors were made aware that the WSCC team who monitor these students is very small. Concern is that there is potential that these students will become lost to education.
- f. Governors congratulated the HT and school for the planned numbers for September intake, acknowledging that the hard work in planning and organising the Open Evening and Mornings is testament to the dedication of staff and students at the school.
- g. A general discussion around Attendance figures was discussed along with and the implementation of benchmarking reports, suggestions and initiatives have created an improved process for the school to challenge.
- h. WSCC Support program There will be an interim review meeting in March which will also be attended by the CoG.
- i. It was noted the link in the HT's report for the Adviser report on SEND did not work. The Clerk advised that all WSCC Adviser Reports are available to view on the GVO under Folder 5 External Reports.

The HT was thanked for his report.

## **FINANCE**

17. The HT extended apologies for absence from the Finance Manager to the board and reported that Budget Monitoring is up to date for the FGB to view.
18. HT reported that the bottom line end of year forecast is looking healthy and there is potential to pay back the deficit budget of £200,000.00 within one year.
19. The 3 year budget projected a £158,000.00 deficit at the end of the financial year, this is not a final figure due to forecasting and advice from WSCC regarding funding.
20. The LNC budget remains unknown at this stage, there will be a few students leaving in year 11 but there is a large increase in PD students in September.
21. There is one virement of £4,300 (Accumulating fund interest).
22. WSCC will meet with the FMgr, HT, CoG and Operations Mgr to review the deficit budget forecasts.
23. Governors asked for CRA to be removed from the PP budget.

**ACTION TSI**

## **MINUTES AND MATTERS ARISING**

24. The minutes of the FGB meeting held on 20 November 2024 were approved by the board as a true record, and were signed by the Chair.
25. There were no matters arising.

## **HATE INCIDENT REPORT**

26. The summary report attached, was accepted by the board with no questions raised.

## **SAFEGUARDING & CHILD PROTECTION**

27. The attached policy has been adopted by the HT, as it is linked with the school's work with the Sussex Police Youth Prevention Officer. The policy will be included in the WSCC Safeguarding policy from September 2025.

## **HEALTH & SAFETY**

28. There were no matters raised.

## **CHAIRS ACTIONS**

29. The Chair attended a LBAT (Learning Behaviour Advisory Team) conference last term and has shared the slides with senior leaders.
30. The Chair highlighted the recent WSCC circular Finding out about behaviour and asked the board to consider these questions when completing the link governor visits. The Chair asked for feedback as it leans more towards primary schools than secondary. **ACTION ALL**
31. The Chair confirmed that she was booked to attend WSCC Governor Services annual conversation with Chairs.
32. The Chair confirmed attendance at an online meeting 'Looking at Federation'

## **LINK GOVERNOR REPORTS**

33. The following reports were reviewed by the board with no further action.
- a. Learning Walk
  - b. ITT (Initial Teacher Training)
  - c. ECT (Early Career Teacher)
  - d. MSM (DHT) Overview
34. The Spring Term Link visits window opens 27th January until 28th February. Governors were asked to check the Link Visits folder on the GVO to review this term's foci, and schedule the visits.

## **ADVENTUROUS/OVERNIGHT/OVERSEAS TRIPS**

35. The Chair as link governor for EVC reported the following trips had been approved and signed off:

DATE OF TRIP	NAME OF TRIP & Trip Leader	No of Students	Year Group	Purpose of trip	Cost to Student
11.07.2025	Goodwood Festival of speed LCX	100	9&10	STEM	72.17

25.03.2025	Legoland NMC	100	9	Workshops for the Science of roller coasters	20.00
23.05.2025	Out of Bounds Rustington NPE	215	7	Year group Enrichment	33.50
23.05.2025	Paulton's Park MMI	232	8	Year group Enrichment	50.00
23.05.2025	Chessington World of Adventure SWY	261	9	Year group Enrichment	40.00
23.05.2025	Thorpe Park JFI	230	10	Year group Enrichment	40.00

### **GOVERNOR TRAINING**

36. Governors were asked to complete, if not already done so, the PREVENT annual training for governors on the National College and share certificates with the Clerk for audit purposes. **ACTION ALL**
37. Any governors who have yet to complete the panel training to do so to ensure a fair distribution of work when GDC panels are required. **ACTION ALL**

### **POLICIES**

38. The following policies were ratified virtually prior to the meeting, the Chair thanked the board for their attention on this;
- a. Model Pay Policy for Teachers Policy
  - b. Physical Contact, Restraint Policy
  - c. Relationships & Sex Education Policy
  - d. GDPR Policy and Privacy Notices - virtually ratified following question raised by a governor regarding security on loss or misuse of walkie talkies and encryption was satisfactorily answered.
39. The Link governor for Safeguarding reiterated the governing boards statutory duty to ensure they have read and understood Part 3 of KCSiE

### **GOVERNORS ACTIONS AGAINST THE SIP**

40. Nothing to note this time.

### **AOUB**

41. The Clerk requested volunteers to help keep costs down for parents on a Humanities Field trip in July, any available governors will be introduced to the trip leader. LY HB agreed to attend.

**NEXT MEETING** Wednesday 26th March 5pm

Meeting closed 18:32