

A meeting of the Full Governing Body held on Wednesday 2 October 2024 At The Angmering School.

PRESENT: Mr Liley(HT), Mrs Hamilton-Street (Chair) , Mrs Young (Vice Chair) , Mrs Beeby, Mrs Charlesworth, Mr Gisby, Mrs Knox, Mrs Thomas, Mrs Mitchell, Mr Smith,

ALSO PRESENT: Mrs Nolan (Clerk), Mrs Wilson(Ops Mgr), Mr Smith(DHT) Dr Steele

APOLOGIES:

1. Apologies were received in advance from Mr Carr, Mrs Genge, Mrs Miller and were **accepted** by the board.

DECLARATIONS OF INTEREST

2. There were no declarations of interest

MEMBERSHIP MATTERS

3. Resignation of Mr Fielder due to work commitments. The Clerk will advertise the vacancy for a Co-opted governor..
4. The Chair welcomed Dr Steele to the meeting and following introductions, the board unanimously **voted** him onto the board as a Co-opted Governor.
5. Mrs Wilson was introduced to the board as the school's newly appointed Operations Manager and was **voted** on to the board as an Associate Governor
6. Statutory requirements for the Annual Governor details for the website have been published.

URGENT MATTERS

7. There were no urgent matters.

REPORTS TO GOVERNORS

8. **Headteacher's Report** (see att) The HT updated the board on the Section 106 monies proposed project to develop the outdoor space for the students, the project will not commence until Summer 2025 due to the requirement to use cranes to erect the steels for the canopies. Essentially the project will provide outdoor canopies and seating areas, there is also a wish list for any left over funds - however, the project manager does not foresee any left over funds.
9. Governors **suggested a** Freedom of Information request regarding a breakdown of the project costs.
10. Thanks go to Mr Carr for working directly with the school's Premises Manager to create a three year building plan and schedule of works spreadsheet.
11. **Staffing** The HT **informed** the governors that the 5.5% teachers pay increase will be grant funded at 3.5% - the school budgeted at 4%, so financially in a slightly better position.
12. The following **questions were asked by the board to which the HT to respond to:**

- **Sixth Form Governors asked** - Was there any particular reason why recruitment to the Sixth Form was not as high as expected? And is anything planned for the future to prevent a similar situation from occurring?

The HT responded that our weak GCSE results meant that fewer students met the entry requirements for A Level (and we do not have a post-16 Level 2 offer). More students therefore went to FE colleges. There was also an issue with our refined curriculum offer which meant that some combinations of subjects no longer worked in the timetable blocks. It was explained that around 12 students per year join from other schools the majority of the sixth form is predominantly our own pool. The newly appointed Head of Sixth Form has a plan to increase the number of core courses next September to 20 with a further 4-5 courses additionally, which may/may not run. There will be a pitch to our current Year 11 students. The Chair reported that there will be a Governor Link Report filed for the next meeting.

- **Attendance** was discussed and Governors identified that Year 9 female students are highlighted as a particular concern.

The HT **confirmed** that Year 9 is impacted by a small number of students who have zero attendance due to SENAT failing to find them appropriate provision. He went on to explain that his year's group had the lowest attendance last year also. The Year Team Leader follows the same action plan as the other YTLs in terms of analysis and intervention with poor attendance.

- **Results** - Governors **asked** how other schools compared?

The HT explained National data (from the DfE) is not yet available; we would normally expect this in early November. The FFT have done an 'early results' analysis from around 50% of secondary schools (who chose to share their data with FFT) and the gap between disadvantaged students and their peers appears to be slightly higher than in 2023. It is worth noting that the gap grew (Nationally) between 2019 and 2023 also.

- Given that the disadvantaged students gap has widened, has a review been conducted to ascertain what were the challenges for teacher and pupils, and is there a plan in place to use this learning to support the current pupils for 2024-25?

The HT **explained** that a full review is being undertaken to look at the impact of the 'closing the gap' strategy across the school and in individual subject areas. We are holding individual meetings with all subject leaders to review their impact and agree their strategies for this year. The HST have already analysed the outcomes on an individual student level and have found that the main barrier to progress was attendance. There were 36 disadvantaged students in the 2024 Year 11 cohort and the worst 11 attendees had an average attendance of 60%. The progress 8 figure for these students was -1.59 (on average). By contrast, the average Progress 8 of the best 11 attenders (in the disadvantaged group) was -0.5 (more than a grade per subject better). There were other patterns within the data which showed that disadvantaged girls outperformed their male counterparts also. We are now tailoring our programs for this year to respond to this.

- Governors **asked** Do other schools have different approaches to support attendance, engagement in learning and progress, that Angmering could learn from/ implement?

The HT **explained** that we do know of other local schools which have had success in narrowing the gap in performance. They have tended to take an individual mentoring approach, using

tangible rewards and regular feedback to motivate students. Their focus, like ours, has been on early intervention regarding attendance and on keeping students in lessons and with the right teachers. As a general rule those schools with smaller percentages of disadvantaged students have been more successful in narrowing the gaps in outcomes.

- Governors stated that English has a number of examiners in the department, and would have expected the forecasting to be better - that said, the lead for the department has a very clear plan which would not have impacted on this year's results. '

The HT stated the Leadership team is trying to remain positive with staff. There is ongoing work with DEAR Masterclasses, Disadvantaged strategy, Walking Talking Mocks, visits to other schools, reviewing the Leadership structure.

- P8 will be published for 2024 we are -0.41 currently which is disappointing, last year was -0.3 (post covid). The HT and Governors discussed the work being done to increase the level of parental engagement with information evenings being scheduled this term and the positive response from parents has been reassuring. They are centred around good learning habits, ambition and focus in English, Maths and Science in particular. It was also noted that the learning environment factors in the students social and emotional wellbeing which in turn can impact positive engagement.
- Governors asked what scrutiny for assessment techniques for skills and knowledge in science in lower years in preparation for year 11?

The HT confirmed that this area had improved, but was not quite right yet in Science. The school is using a new Pupil Progress tracker, it has been simplified and departments can set their own assessments. Key stage 4 is more difficult to challenge and also due to the courses being spaced over 2 years, and a spiral assessment as well as curriculum.

- Were there many parents who challenged the grades this year?

The HT confirmed that there had only been 1 - he recalls one student who was forecast an 8 in English Language who received a 4, the paper was reviewed, not mismarked and considered to potentially be a 5, but not an 8. And has been submitted for a remark, results not yet back.

- What was the message put out to the public

The HT confirmed that the progress of the top 15 students was shared and celebrated. Open Evening has been a challenge, as he would usually highlight the results, this year did not cover this, but instead concentrated on Culture and Ethos, Principles and Values.

Mrs Young **stated** the feedback from the Year 6 parents was not around results, but that they were interested in whether their child will be safe, happy and cared for and have a good relationship between home and school.

- Does the locality do much cross moderation between schools and do the heads of department have buy in to the cross moderation?

HT confirmed that the secondary schools don't, the primaries do for writing and reading in year 6. But there is no broad network, this is something to be asked of WSCC Link Adviser.

- Sixth form Alps

Big hitter, Maths 22 entries forecast Alps 5-6 but it was 8. This year, grade boundaries went up by 17 marks, many papers missed the grade by one mark.

- University places - did the two students get into Oxford?

HT confirmed the two female students were successful in gaining places at Oxford University. All students bar 2 obtained their first choice of university that had applied. It was noted that English Language and Drama, which has not run this year, will be in the offer for 2025

STAFFING OVERVIEW AND STRATEGY

13. Verbal report to governors by **Mr Smith (DHT)** - who gave a brief background of his career and outlined his priorities for the coming year around promoting:

- a. Identifying skill shortages - timetabling there is a focus on the Key stage 4 model options process and guided pathways, initially to balance EBacc, MFL.
- b. a CPD programme linked with performance management and development.focusing on high achieving student engagement.
- c. Looking at routes into teaching via Apprenticeships
- d. Key Stage 3 management and inclusion department, clear expectations and intervention.

14. Governors **asked** what thought has been given to the MFL and EBacc? **DHT** responded that the government ambition of 90% is an important point, but with the changes in government and the new inspection framework Ofsted will have a different focus next September. MFL needs to be the schools offer, but will need to look at the right number of students to put through - we will focus on the following pathways

- University (Academic Pathway)
- Mainstream
- Vocational

15. Governors **asked** about the arrangement with Teaching and Learning outcomes across the Deputy Headteachers roles, it was **confirmed** that Mrs Anderson DHT was responsible for Teaching and Learning, Student Outcomes whilst Mr Smith DHT is responsible for outcomes for staff. The Two DHT's and the HT meet weekly to collaborate and ensure implementation which has a knock on effect in the classroom.

16. It was also **acknowledged** that the school priorities are to focus on Attitudes to Learning and the need to push back a little on wellbeing.

17. Timetabling, **governors were made aware** of the changes this term to the banding of English and Science classes. And work to look at timetabling in certain areas such as DT

Mr Smith was thanked by the board and left the meeting

FINANCE

18. The Chair **encouraged all governors** to look at the Budget Monitoring area of the Governors Virtual Office (GVO). A plan is in the process about how the budget is presented to the governors and the new Finance Manager will be at the next meeting to take questions.

ACTION ALL

19. Governors **discussed the options** around giving department budget holders all or partial budgets throughout the year as some departments are already well overspent. The HT will feedback to the Finance Manager

20. Governors **queried** the amount of Lettings income reported. The HT **confirmed** the income is broadly £80,000 to £90,000 per year, the budget may show 7/12 of the final figure? The HT will look into this. **ACTION HT**

21. Snack Shack pods - Governors **asked** if the containers would be painted or clad, the school will refrain further work in this area until the S106 project is completed.

22. Catering contract - the Operations manager will reinstate the termly meetings and ensure the staffing of the pods remains consistent.

Mrs Wilson was thanked and left the meeting.

MINUTES AND MATTERS ARISING

23. The minutes of the FGB meeting held on 3 July 2024 were approved by the board as a true record, and were signed by the Chair.

24. There were no matters arising.

HATE INCIDENTS

25. Summer Term report to Governors (copy Att) - Governors **accepted** the report with no questions raised.

SAFEGUARDING & CHILD PROTECTION

26. Nothing to report.

DATA BREACH ANNUAL REPORT

27. The report (copy att) shared in advance of the meeting raised the following questions: Does the importance of data protection form part of the staff induction and Do staff undertake regular training on this issue?

The HT responded Yes, It does form part of the induction process, but there is no annual update at present. Marc Ginnaw (ICT Network Manager) provides advice and guidance as required.

DISADVANTAGED STUDENTS

28. Governors were informed that due to the restructure, the lead on this strategy will be decided in the coming weeks, but currently it sits with the headteacher. There were no questions raised.

HEALTH & SAFETY

29. The Board were informed that the school along with the Chair have raised concerns with Arun District Council as well as WSCC Highways regarding the severe and inconsiderate parking issues in Greenwood Drive particularly at drop off and pick up times. Arun District Council have provided Traffic Enforcement Officers to attend the site sporadically, and there is a visit due from WSCC Highways to be scheduled. This is an ongoing concern which is being reported regularly via the School's Travel Plan. Any developments will be fed back to the board. **ACTION CLERK**

CHAIRS ACTIONS

30. Analysis is currently being carried out on the Student and Staff Surveys carried out at the end of last term.
31. WSCC Annual Adviser will be in school on 14th October. Feedback will be brought to governors at the next meeting. **ACTION CLERK**
32. TAS at 50! Current plans are ongoing, and the Art department have run a competition to design an anniversary logo to use to promote the open day next year - the final winner will be announced in due course.

LINK GOVERNOR REPORTS

33. ECT/ITT Report- **Accepted** by the board with no questions asked.
34. Sites & Buildings - **Accepted** by the board with no questions asked.
35. Governors were **reminded** that the revised Information Pack sits on the GVO in the Link Governor folder and any questions to be directed to the Vice Chair.

GOVERNANCE SURVEY

36. The Chair reminded all governors to please complete the survey if not already done so, and asked that open and honest responses will help. The survey deadline is 11th October. **ACTION ALL**

GOVERNOR TRAINING

37. The Chair reminded all governors to complete Termly modules on the online training portals, particularly good courses are available on the NGA and National College portals. Please remember to send in training certificates for the records to be updated. **ACTION ALL**

POLICIES

38. Governors **agreed** to the adoption of WSCC model policies where no edit is required and brought separately to the board for approval.
39. **WSCC Child Protection and Safeguarding policy 2024** – Governors were thanked for their virtual **approval** early September. The policy has been published.

40. **School's Travel Plan Annual Review** -Governors were informed a working party will meet on October 16th governors viewed the plan with no objections.
41. **School's Emergency Plan Annual Review** - Can WSCC provide some support in terms of debriefing? [They do provide support after critical events but we have not had to access this within the last 8 years.](#) - Do we ever do a test of the call tree or a tabletop exercise around what we would do if an incident occurs. [No. This is certainly something which we could implement.](#) Following suggested edits to the draft policy, governors are happy to approve the policy - **RATIFIED**
42. **Fire Emergency Evacuation Plan -RATIFIED**
43. **Charging and Remissions policy** (WSCC Model Policy) - The HT confirmed that almost all activities which involve transport include asking for a voluntary contribution. The exception to this is sports fixtures where the school covers the costs. Activities in school are mainly delivered free of charge or covered in department capitation - **RATIFIED**
44. **Attendance Policy** – revised with update link from DfE - **RATIFIED**

GOVERNORS ACTIONS AGAINST THE SIP

45. The Chair revisited the governor information pack on the GVO along with the spreadsheet of governors roles and responsibilities, highlighting the bullet points required, allowing governors to be flexible ensuring not overburdening department leads. Link visit reports to be submitted in a timely manner.

NEXT MEETING Wednesday 20 November 2024 at 5pm

Meeting closed at 18:37