



Minutes of the meeting of the Secondary Local Board  
of Hessle Academy  
Tuesday 30 January 2024 at 5.30pm



**PRESENT:**

Mr M Benson (Chair, MB), Mr G Burnett (GB), Mr I Frankish (IF), Mr V Groak (Headteacher, VG), Mr A Haynes (AH), Mrs E Kenny (EK), Mrs H Marshall (HM)

**ALSO IN ATTENDANCE:**

Mrs J Anderson (Assistant Head, JA), Mr A Chapman (Deputy Head, AC), Mrs J Meir (Assistant Head, JM), Mr S Jarman (Assistant Head, SJ), Mrs C Kibart (Attendance Manager present for minutes 32 to 37, CK), Mr J O'Brien (Director of Improvement and Standards, JOB), Mrs L Price (Deputy Head, LP), Mr C Sinclair (Assistant Head, CS), Mrs G Stafford (Governance Professional, GS), Mr D Willson (Associate SLT / Head of Maths, DWi)

Throughout these minutes a question is indicated by Q followed by the initials of the questioner and a comment is marked by C.

**32 WELCOME**

MB opened the meeting by welcoming everyone, including an Associate member of SLT, Dave Willson.

Link roles were clarified as follows:

Attendance - M Benson

Careers – K Nicholson

PP and SEN – L Kenny

Safeguarding and Educational Visits– A Haynes

Sixth Form – I Frankish

Year 11 Progress – H Marshall

**33 APOLOGIES**

N Gaddu, R Lambert and K Nicholson

**Resolved:** Consent was given for the absence of the above governors.

**34 DECLARATION OF INTERESTS**

There were no declarations of interest made specific to this meeting.

**35 MINUTES OF THE LAST MEETING**

**Resolved:** That the minutes of the meeting held on 28 November 2023 were confirmed as a correct record and signed by the Chair.

**36 MATTERS ARISING FROM THE MINUTES**

**36.1 Update on the Trust wide Behaviour Policy to be given at the next meeting** – the policy

is being consulted upon by all Headteachers and is expected to be in place for September 2024

- 36.2 C Kibart (Attendance Manager) to present at the next meeting – see minute 37**
- 36.3 Activities to increase the cultural capital to be added to the PP Strategy - complete**
- 36.4 Clerk to arrange an Ofsted preparation meeting for both the Hessle and Peshurst Boards – complete, session took place 16 January**
- 36.5 Governors to complete the data protection training module prior to the next meeting – see minute 42**

**37 PRESENTATION Attendance Manager – C Kibart**

- Been in the role for one year
- Responsible for attendance of all pupils at Peshurst and Hessle high
- First job is to check the attendance of 80 vulnerable learners and report to the safeguarding team if any are missing
- Registers close at 9.10am. If anyone is missing and there hasn't been a reason given as to why, then the team call parents and if they cannot make contact, then calls to other contacts are made
- If a PPS pupil is missing and not vulnerable, then an email is sent to the school
- Improvement strategies include Challenge 100, meetings with Heads and Assistant Heads of Year and attendance plans (plans run over 4 weeks. If attendance doesn't improve whilst on a Plan, then goes to the Governors attendance plan then the Education Welfare Officer).

*Q: (MB) Can parents not log an absence in the Arbor app? That way it is immediately on the system and saves work.*

*JOB: There is not an attendance specific button so all messages would have to be read through.*

*Q: (MB) How many of the 80 vulnerables are typically missing each day?*

*CK: Between 5 and 15.*

*Q: (MB) How often do you have to do home visits?*

*CK: 2-3 times a week with the Truancy Officer. However, students don't like this so the pool of people that we have to visit is reducing.*

*Q: (MB) Attendance is not where it should be. What are the main reasons?*

*CK: There are lots of mental health issues.*

*Q: (MB) A barrier to attendance is apathy from parents. What is the split of engaged: apathetic?*

*CK: 60:40*

*Q: (MB) What are you doing to bring attendance up?*

*CK: There are 3 groups: the first are learners with 95% plus attendance. These receive rewards, house points and awards for attendance streaks. There are 197 learners with 100% attendance. The second group have attendance between 90% and 95% and they receive all of the initiatives that the first group do, plus they get attendance emails. The final group receive specific interventions such as Challenge 100.*

*Q: (IF) Is absence primarily for sickness?*

*CK: Yes, and long weekends. There is usually a dip on Fridays at the High School and Wednesdays at Peshurst.*

*AC: The sickness is not always legitimate, and families have been caught out before, being seen on holiday or at an event on social media, for example. There is a national attendance crisis and we have shared links with parents.*

*Q: (IF) Is time off for medical appointments and music exams authorised?*

|              | Attainment 8 |    |           |           | Basics % 9-4 |    |           |           | Basics % 9-5 |    |           |           |
|--------------|--------------|----|-----------|-----------|--------------|----|-----------|-----------|--------------|----|-----------|-----------|
|              | All          | PP | SEND EHCP | SEND SUPP | All          | PP | SEND EHCP | SEND SUPP | All          | PP | SEND EHCP | SEND SUPP |
| 2024 Target  | 52           | 47 |           |           | 75           | 66 |           |           | 51           | 38 |           |           |
| Autumn Mocks | 36           | 28 | 11        | 21        | 49           | 38 | 0         | 23        | 24           | 14 | 0         | 8         |

Q: (MB) It is pleasing that it looks like data is favourable. Are all schools doing a second round of mocks?

JOB: Yes, we have moderated and completed grades analysis and presented these at middle leaders' meetings. Maths use the same papers throughout the Trust. English varies as the order of teaching varies.

Q: (IF) The mock attainment table by subject shows that some subjects need a big jump to reach their 2024 targets – such as sociology, and RE. How will this be reached?

JOB: We will see a big jump if the trajectory continues.

DWi: It should also be remembered that the mocks were held earlier than in the past so there is longer to improve.

C: (JOB) The mocks will stay at the same time of year now.

Q: (IF) Are the grades as expected?

JM: Attainment is lower, but there is still a long way to go. English is still an issue as they have had staffing problems. The staff in that department have been fantastic trying to reduce any impact on learners.

Q: (IF) Are individual sciences where you want them to be?

JM: They are getting better, there was an issue with chemistry, so they are doing retrieval practice at the beginning of lessons.

Q: (MB) Are the learners getting the formula sheets in Maths and Physics this year?

JM: Yes, they will get them in the next mocks and in the summer exams.

Q: (MB) Can you circulate the February mock data ASAP?

**ACTION: Year 11 and Year 13 February mock data to be circulated to governors**

### Key stage 5

- No new data has been presented as the recent mock data is not yet on the system
- 78% learners are forecast to achieve A\*-C
- Much work has been done on accuracy of predictions
- Key year as there has been no value added for the last 2 years
- Positive external review of the Sixth Form took place
- 75 students in Year 11 have indicated they will join the Sixth Form with an additional 34 stating Hessle is their first choice. SJ estimates that there will be around 90 in next year's Year 12.

### 38.2 Attendance and Behaviour Report

- Overall attendance is 91.1%
- Attendance in Years 7, 8 and Sixth Form is above national
- Year 11 has the lowest attendance at 87.8%
- Pupil premium attendance is 84.8%, compared to non-PP at 93%
- SEND attendance is 86.7%, compared to non-SEND at 91.8%
- 22.6% students have an attendance of less than 90%, with the highest proportion being in Year 9.

### Behaviour

- 51 children have had 89 fixed term suspensions, totalling 225 days over autumn term

CK: Yes, if we see the proof of the appointment. They are still in the absence figures though. We need medical evidence for any absence of 5 days and more. We also issue penalty notices.  
CK: There are also learners which we term severely absent (SA) with under 50% attendance. 19 learners in Y11 are SA.

AC: Some parents have chosen elective home education as we were challenging their attendance.  
JA: We have 4 learners with high SEN needs; all have significant mental health issues and they do not attend at all. The parents feel that we cannot meet their children's needs but the LA has named the school on the EHCP so there is a stalemate.

Q: (MB) We are fifth out of six secondaries in the Trust for attendance – how are you going to make this better?

CK: We have launched Challenge 100 – 149 learners with 80-90% attendance. They have an 8-week challenge to have 100% attendance. They receive house points and Amazon vouchers if successful. 100 have increased their attendance and 43 are on track for 100%. In Year 9, 34 are on the Challenge 100 with 10 on track for 100%, Year 10, of 45 students 13 still are 100% and Year 11 27 students and 6 on track for 100%.

Q: (IF) Is there anything else that you need?

CK: Additional capacity in the attendance team. We have trialled additional hours during the busiest times (8am – 11am) and this worked well.

VG: We have requested another member to the attendance team but haven't heard if this has been approved yet.

Q: (MB) Where do you think you can get to?

CK: Short term it is about the quick wins with impact such as the Challenge 100. Long term it's about engaging with the parents.

AC: I am looking to run a project to work on improving engagement of parents and making them aware of what support is available and would appreciate a governor being part of this.

EK: I am interested in being part of that project. Do the learners that were awarded vouchers for improved attendance maintain better attendance or slip back?

CK: It is run over 8 weeks so is habit forming and the improvements are sustained in most cases.

CK was thanked for her time and left the meeting at 6.22pm

## **38 CURRICULUM QUALITY**

### **38.1 Performance Data Report**

#### **Key stage 4**

- Mock exams were held either side of October half term; one month earlier than in the past
- Headline measures are ahead of mocks last year, so it is projected outcomes will be in line with national average
- Year 11 attendance is a concern
- Subjects with low average points per entry in the mocks were religious studies, sociology, combined science, design and technology, history and art
- Many interventions are taking place – phase 1 to improve English and Maths Basics, phase 2 to improve attainment 8 and then general initiatives such as revision timetables, revision classes, and school led tutoring sessions
- Year 11 parents' evening had 80% attendance as mock results were giving out that evening. A success event with parents and students had 65% attendance (last year 38%). At this event revision guides were given, and workshops held.
- Next set of mocks take place either side of February half term

- There has been an increase in conflicting behaviours in Key Stage 3
- There has been one referral to Early Help and zero to safeguarding and partnership hub
- The safeguarding team has attended 20 multi agency meetings in three months (a decrease from the previous 3 months (59). However, PEPs take place at the end of each term so the number of meetings will increase
- Work continues to support students through 'the bridge' which is a personal development programme addressing key areas such as conflicting behaviours
- Mid-year safeguarding quiz to be shared with governors

#### **40 CONCERNS AND COMPLAINTS REPORT**

- A new Complaints Policy was launched in June 2023. From that date concerns and complaints have been closely monitored
- In the six weeks of the summer term there were 16 concerns regarding Hessle and in the full autumn term (15 weeks) there were 49 concerns – most around behaviour in school and within the community
- Trust schools have received 163 formal complaints since June. Of these, just 5% (8 formal complaints) are from Hessle parents/community
- One support staff member is responsible for chasing completion of concerns

#### **41 GOVERNOR LINK VISITS**

There have been 2 governor visits since the last meeting:

18 January 2024 – careers Link visit – K Nicholson

22 January 2024 – maths and English workshop for high achievers at the University of Hull

MB thanked the governors for their visits and reports.

**ACTION: All links must complete a visit and visit report form before Easter.**

#### **42 GOVERNOR TRAINING AND SUPPORT**

The module that is expected prior to the April meeting is "Annual Certificate in Cyber Security for Governors and Trustees (2023/24)".

**ACTION: A Haynes and N Gaddu to complete the data protection training module prior to the next meeting**

**ACTION: M Benson, I Frankish, N Gaddu, A Haynes and H Marshall to complete the Cyber Security module prior to the next meeting**

#### **43 NEXT MEETING DATE**

Tuesday 23 April, 5.30pm

#### **44 ANY OTHER BUSINESS**

##### **44.1 Enhanced Resource Provision Update**

JA provided an update on the ERP. Confirmation has come through and provision will start in September 2024. It will be an 8 to 10 place provision with £19,000 funding per place.

Additional staff needed will be an ERP manager, high level TA and a SEND administrator. The intention is 3 existing students from Hessle will use the provision.

- Persistent disruptive behaviour and defiance are the most common reasons for suspensions
- The changing behaviour policy demands higher standards of behaviour and even though there are more suspensions this term than autumn term 2022, the school is calmer with less disruption and less defiance
- Main concern is around repeat offenders in Year 10
- increase in classroom removals for Year 10 is a concern
- There have been two permanent exclusions
- Students of concern are supported including managed moves and onsite provision, several are on part time timetables or supported through SMASH, Tigers Trust, Mable Therapy etc. 147 students were supported in the autumn term by these external agencies
- The number of classroom removals has increased from this time last year due to the change in policy to a 3-step sanction
- 8 students have left this year to go to home education
- 364,000 positive rewards issued compared to 112,500 autumn term 2022

*C: (VG) The increase in classroom removals for Year 10 is a concern so we have made changes to the leadership in that area.*

### **38.3 Quality of Education Report**

- Two frameworks are used to evaluate the quality of curriculum and teaching provision: the Teaching and Learning Framework and the Department Improvement Framework
- 95% teachers are judged as consistently delivering quality first teaching

*C: (JOB) The frameworks provide a common language across departments.*

*Q: (MB) How can the PE department have scores between 1 and 4? (1 very weak to 4 strong)*

*LP: It is very difficult to prove literacy in PE.*

*Q: (IF) Is this a form of self – audit?*

*LP: Yes, and it feeds into discussions in each department and where CPDL is needed.*

*JOB: It is the basis for colleagues across the Trust to support departments and is quick to complete.*

*Q: (IF) What has to give to accommodate it?*

*LP: It is an add on and that is why it is only done twice a year.*

*Q: (IF) Can you give an update on Reading?*

*LP: We have reading for purpose and for access. There is an increased number on morning interventions, and we have had 50 this morning. We have had some push back from parents as they see it as an intervention so we have had persuasive conversations. We also have guided reading.*

*Q: (IF) Are teachers seeing differences as a result of interventions?*

*LP: It is too early. We have more tests in February and we will see then.*

*C: (VG) PPS pupils are typically above national in reading which is positive.*

### **39 SAFEGUARDING REPORT**

- There are currently 8 CLA (Children Looked After)
- 11 students have a Child in Need Plan
- 3 Child Protection cases
- 10 Operation Encompass notifications – most received over Christmas holidays
- 243 logs for concern have been made since 26 November (last LGB meeting) – this is a reduction in the number of cause for concern, but Year 9 are twice that of any other year group at 89. 21 are for one child who is in the process of a section 47 assessment

**45 ACTION POINTS**

- 45.1 ACTION: Year 11 and Year 13 February mock data to be circulated to governors (minute 38.1)**
- 45.2 ACTION: All links must complete a visit and the visit report form before Easter (minute 41)**
- 45.3 ACTION: A Haynes and N Gaddu to complete the data protection training module prior to the next meeting (minute 42)**
- 45.4 ACTION: M Benson, I Frankish, N Gaddu, A Haynes and H Marshall to complete the Cyber Security module prior to the next meeting (minute 42)**

MB thanked everyone for their attendance and closed the meeting at 7:22pm



