



Minutes of the meeting of the Secondary Local Board  
of Hessle Academy  
Tuesday 21 June 2022 at 5.30pm



THE CONSORTIUM  
ACADEMY TRUST  
Shaping Positive Futures

**PRESENT:**

Mr M Benson (Chair, MB), Mr V Groak (Headteacher, VG), Mr A Haynes (AH), Mrs J Linwood (JL), Miss K Staveley (KS)

**ALSO IN ATTENDANCE:**

Mrs J Anderson (Assistant Head, JA), Mr S Jarman (Director of Sixth Form, SJ), Mrs J Meir (Assistant Head, JM), Mrs L Price (Deputy Head, LP), Mr C Sinclair (Assistant Head, CS), Mrs G Stafford (Clerk to the Trust, GS)

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

**64 WELCOME**

MB opened the meeting by welcoming everybody to the final meeting of the academic year. As this was JL's last meeting, MB thanked her for her contribution over the last 2 years and wished her good luck in her new role as a teacher at Market Weighton School.

MB confirmed that KN intends to stay on as Governor despite moving to Manchester. Finally, a new Trust Appointed Governor has been recruited; Ian Frankish will start in September. The LGB therefore still has one Trust Appointed vacancy.

It was requested that Governors are entered onto the new electronic sign in system

**ACTION: ICT to arrange for all governors to be added to the electronic sign in system**

**65 DECLARATION OF INTERESTS**

No conflicts of interest were declared for this meeting.

**66 APOLOGIES**

Ms N Gaddu, Mr R Lambert and Mr K Nicholson

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

**67 MINUTES OF THE LAST MEETING**

**Resolved:** That the minutes of the meeting held on 5 April 2022 were confirmed as a correct record and signed by the Chair.

**68 MATTERS ARISING FROM THE MINUTES**

**68a ACTION: VG to produce a chart of the well – being survey results, including strongly disagree and disagree - complete**

The full results were circulated. VG explained that the survey is circulated twice per year. The statement that led to 43% staff disagree or strongly disagree was 'Senior Leadership have improved my work life balance'. It was explained that this was from a survey in December 2021 and was the first survey since the routines had been re-introduced, so a high level of disagreement was expected. To combat this the Marking Policy was adjusted and other initiatives were introduced to address the work life balance. There will be another survey sent out at the end of this month.

**68b ACTION: LP to feed back on the results of the student culture capital surveys at the next meeting - complete**

LP shared the results of the Year 7 culture capital survey that was completed earlier this year. There were 221 responses, findings show a significant variation in levels of culture experienced by the year group:

- 4 students have never been to the coast
- 15% had never visited Beverley
- 77% had been on an aeroplane
- 11% cannot swim and 6% cannot ride a bike

Where there are gaps the school is addressing with trips and experiences.

*Q: (MB) If this survey is carried out on Year 8 and Year 9, are the results similar or do they do more?*

*LP: The results are very similar – they don't experience more as they get older.*

**68c ACTION: Clerk to report who has completed Safer Recruitment training – none.** GS explained that the Safer Recruitment course can now be accessed on National College: 'Annual Certificate in Safer Recruitment for Education Providers.'

**68d ACTION: PowerBI attendance data to show school, Trust and national data –** the intention is that PowerBI is used to a much greater extent but the change in MIS is taking priority.

**68e ACTION: Presentation from attendance team to take place at the next LGB meeting –** not deemed appropriate.

**68f ACTION: VG to provide a calendar of school events so that Link Governors can plan their visits to school in advance -** complete, will be sent out electronically

**69 SIXTH FORM DATA**

- Number on roll: 79 in Year 12 and 52 in Year 13
- 91% retention from Y12 to 13 in 2021. Expecting retention of 94-96% this year.
- Progress A Level Year 13 -0.05
- Forecasts (accuracy will depend on national grade boundaries)
  - 28% A\*A (14% in 2019)
  - 54% A\*B (43% in 2019)
  - 79% A\*C (71% in 2019)
- Y12 mocks taking place this week
- Y12 attendance for summer term is 94.8% and Year 13 96.2%
- Value added will not be published as a measure this year but will be used internally
- Average point score will be a headline measure
- Strength: applied subjects, especially science

- Any student that is underperforming by two grades or more will be involved in talks with the school and parents
- Target for recruitment from Year 11 is 40% (70 students)

Q: (MB) Does distinction star get the same points as an A star for university entry?

SJ: Yes, most universities will accept they are the same, some Russell groups will not

Q: (MB) Is Biology A Level a worry? The VA is negative and only 27% are expected to get A\*B?

SJ: Yes, we are running additional revision classes. Everyone is pushing hard to progress as much as possible.

Q: (MB) Do some students drop to 2 subjects?

SJ: Yes, 2 have done so for personal or safeguarding reasons. This is agreed with other Consortium managers.

Q: (MB) Do any study more than 3 A Levels?

SJ: A few do 4 which usually includes Further Maths. However, most quickly drop down to 3 when they realise how much work there is.

Q: (MB) You have indicated the choices from the Year 11 students and 29 want to study Maths next year. This is an increase from 12 this year. How will you staff this?

SJ: There will be bigger class sizes. 12 were taught in 2 classes – the 29 will also be taught in 2 classes.

## **70 STRATEGIC TERMLY REPORT**

### **70.1 Leadership and Management – V Groak**

- Covid has been downgraded to an infectious disease
- 2 Ukrainian students have joined the school. The PAN will be exceeded to accommodate these students. There are plans in place to accept a further 4. KS was praised for making the students feel so welcome, they all appear happy and settled
- Unprecedented level of staff changes – most have moved for progression although some have left the teaching progression. All teaching posts have been filled for September
- Ashley Chapman recruited as Deputy Head and Designated Safeguarding Lead
- Mon Davison and Annabel Etheridge were seconded to the SLT over the last 4 terms. Both applied for Assistant Head positions at CHS, and both were successful. Although a loss to the school, the experience of the Associate SLT position secured their promotions. Two more middle leaders will be Associate members of SLT next year.

### **70.2 Quality of Education**

#### **70.2.1 Quality of Teaching and Learning– L Price**

- Staff have been permitted to postpone their final phase of instructional coaching until after the exams. A Trust approach to the Instructional Coaching model will be used that aligns with the existing model
- The third term has focused on routines for non-negotiables
- All departments (excluding PE) have had a departmental review
- There are 3 areas of performance management: to develop reading and vocabulary, independence and meta – cognition and self- regulated learning
- Been a deeper focus on reading through a disciplinary approach – big focus for 2022/23. Reading Lead is Katie Hogg

#### **70.2.2 Curriculum Update**

- Middle Leaders are working on their Schemes of Learning for the 2-year KS4 which will be introduced in September

- Training is ongoing for the switch from Google to MS
- New MIS Arbor training also ongoing for staff
- Looking for a partner for the Foundation Learners for September 2022 - this has previously been done in partnership with other Trust schools but sourcing independently.

*Q: (MB) Will it be better to source the Foundation Level provision ourselves?*

*LP: Not regarding cost, but it will mean we are able to tailor provision to our needs*

### **70.2.3 Standards of Achievement Year 11– J Meir**

- Since the last governors meeting there has not been a new data collection point
- Exam season started 16 May
- Year 11 pastoral team and Assistant Head standards have worked tirelessly to support Year 11 and ensure the best possible attendance – including sending exam timetables home, texts before exams, calls to those that haven't turned up to pre-exam sessions, collection from home for exams
- Conduct during the exams has been very good
- Attendance has been very high because of these efforts
- Year 10 sit mocks from today

*C: (JM) Rebecca Lacey (Assistant Lead Year 11) and Liam Julian (Lead Year 11) deserve a special mention for working tirelessly to support the students and ensure they attend the exams.*

*VG: The Year 11 farewell assembly is Thursday (23 June) 11.15 - 12.15 if governors would like to attend.*

*MB: Thank you and please pass on our thanks to the Year 11 team.*

## **70.3 Personal Development Summary**

### **70.3.1 SEND Update**

- 12.7% students receive SEND support and 2.1% have an EHCP (national SEND support 11.5%, national EHCP 2%)
- Highest % of students with an Educational Health Care Plan are in Year 7 (8). Two Learning Assistants have been deployed to support with this year group.
- Team has been busy supporting 20 SEND students with exam access arrangements
- No new performance data since the last meeting
- Average attendance of SEND students in Years 7-11 is 89.5% (non -SEND 7-11 is 92.5%).
- 2 Year 10 have been enrolled on commissioned placements
- Roles of SENCo and DSL have been split following the recruitment of a Deputy Head

### **70.3.2 LAC Update**

- Five Looked After Children in school, ten previously looked after
- All LAC have excellent attendance and attitude to learning and are making good progress

### **70.3.3 Safeguarding and Child Protection**

- 40 safeguarding concerns reported on CPOMs this term compared to 98 the previous term.
- 2185 CPOMs incidents this term compared to 4220 last term
- All case reviews and core group meetings have been fully attended
- Deputy DSL has returned (Laura Kelsey) and Melanie Lambert will support

- External review of safeguarding took place 23 and 24 May. The preliminary report is very positive with the recommended risks being quick fixes

*C: (AH) As Safeguarding Link I am pleased that there is now more capacity in the safeguarding team.*

*JA: I would like to thank Andy as Safeguarding Link who the auditors complimented for his knowledge during the audit. They were also impressed that governors had a pre-meet the day before an LGB meeting.*

**ACTION: Clerk to circulate preliminary report and full Safeguarding Report to governors**

## **70.4 Behaviour and Attitudes Summary**

### **70.4.1 Behaviour**

#### **Suspensions (student temporarily removed from school)**

- 86 suspensions between Sept and May (at the time of the meeting this figure had risen to 94). There is a zero tolerance to defiance, use of bad language and smoking paraphernalia
- Year 10 gives the most concern with 37 of the 86 to date
- Majority of Year 7 students continue to behave well, however there have been 6 suspensions from 4 students
- 4 students are on commissioned places
- There have been 46 managed moves this year

#### **Permanent Exclusion (student expelled from school)**

- 2 permanent exclusions this term (both in Year 10)

#### **Internal Exclusion (student removed from class for disciplinary reasons)**

- Split provision – pastoral and booths for high end behaviour
- 705 incidents of IE Sept to May
- Year 10 being the most challenging year groups
- Mr Crookes is managing this facility well

#### **Low Level Behaviour – Reflection Room**

- Used for low level disruption: staff discuss the behaviours with the students to reflect and change their behaviour
- Failure in the Reflection Room would mean a move to Internal Exclusion

#### **C5 – SLT Intervention – student spends one day in Internal Exclusion**

- 214 C5s between September and May, a significant increase from last year

*C: (MB) It is so hard to compare this data with the previous two years.*

*VG: Yes, the data is not comparable due to the amount of home education. The key group is Year 10, and the concern is that these students are in their examination year next year. CS has done lots of work with the Head of Year to ensure that the best tutors are in place. That year group will have a weekly assembly on a Monday morning to lay out the expectations. There will also be changes to the line-up. The potential for a negative impact on the rest of the school is high but we are putting in measures to protect from this.*

### **70.4.2 Attendance**

- Attendance to date of all is 90.2% (2020/21 was 91.1%)

- Persistent absence (<90% attendance) is 29.2% (national is 34%) with the most PA students from Year 10 (36.9%)
- DA attendance is 84.7%
- DA PA is a concern at 49.1%
- DA students are the first to be contacted in the event of an absence
- Attendance is in line with other Trust secondaries
- 11 students / parents have chosen Elective Home Education this academic year (1 in Year 8, 4 in Year 9, 3 in Year 10 and 3 in Year 11). Support for these parents and students provided.
- CS reported that he had attended attendance appeals at County Hall today. There were 15 appeals and a further 36 on the waiting list. The reputation of how the school provides for SEND students has resulted in the high number wanting to join.
- There are 4 gaps in the whole school, although some will be lost from the new Year 10 due to joining Ron Dearing

Q: (MB) What are the main reasons for parents choosing to home educate?

VG: Mental health, behavioural issues and poor attendance are the biggest reasons.

CS: More Welfare Officers are being put in place to cope with home education. They have to check that the child is actually being home educated.

Q: (MB) What would be the consequence of them not being educated?

CS: They would apply to come back but there would be no guarantee that there would still be a place.

VG: I sit on the Fair Access Panel and there are lots of students that we are trying to place – that have either been permanently excluded or home educated but now want to return.

## 71 EDUCATION RECOVERY FUND

- There is £8K left from the Covid catch up funding that was carried over from last year. This will be spent on recovery premium
- This year's recovery premium can be carried over to next year and will be used to pay the 50% school contribution for tutor led funding.
- 90 Year 7 attend the Brilliant Club. This is overseen by HHS staff. Small groups are linked to ability. The attendees are tested diagnostically during session one and again during the last session (fifteenth session)
- Year 11 have tutoring in English, Maths and Science using the LAs

## 72 ACADEMY DEVELOPMENT PLAN

The Development Plan and tracker document had been circulated in advance of the meeting. Most progress had been made in strategic academy improvement priorities one and two "Ensure ambitions and appropriate curriculum for all pupils" and "Ensure consistency of teaching and learning across all phases and for all groups."

The other two priorities "Ensure a positive, safe learning culture in which all individuals treat each other with respect and tolerance" and "secure high levels of engagement and well-being of stakeholders" have not been progressed as much due to the impact of Covid.

## 73 ACADEMY RISK REGISTER

VG explained that the register will change following clarification of what should be listed on the academy register. As Trust risks are on the Trust register, only risks specific to Hessle Academy should be listed. Risk number 1 – failure to secure good or better Ofsted judgement was addressed in minute 78.

#### 74 GOVERNOR LINK VISITS

There have not been any Link Visits since the last meeting. All Links were requested to carry out a visit before the end of term and complete the Visitors Report.

School staff to work with governors to suggest days to visit – such as to witness a shallow paddle or attend a transition event.

R Lambert and K Staveley offered to carry out some additional visits to build up evidence of governor involvement with the school.

**ACTION: All Links to carry out a visit before the end of term. Any other governor encouraged to carry out a visit to school and complete a visit report**

#### 75 GOVERNOR TRAINING AND SUPPORT

Governors were informed that the National College will be the single provider for all training needs. All Governors will be issued with a link to create an account.

Governors can also choose to complete the Safer Recruitment module: “Annual Certificate in Safer Recruitment for Education Providers.”

The Chair and Clerk will review the skills matrices and direct Governors to complete certain modules depending on the skills gaps. It was agreed that all governors will complete one module of their own choice plus one directed module over summer.

**ACTION: All governors to complete one National College training module of their own choice, plus one directed module over summer**

#### 76 POLICIES

**Resolved:** the following policies were all reviewed and changes approved prior to the meeting:

- Admissions Policy
- Careers Policy
- Curriculum Policy
- Reading Policy
- RSE Policy

#### 77 COMPLAINTS

VG illustrated to governors the tracker that is in use at the school to capture all the complaints data. This provides an overview of the complaints. Most are resolved at the informal stage (stage 1). Governors need to be aware of any stage 2 complaint so that they can be prepared should it reach stage 3 (LGB Panel) and therefore the tracker will be available at each LGB meeting.

#### 78 DATE OF NEXT MEETING

Tuesday 13 September 2022 at 5.30pm.

GS explained that the dates for the meetings will be signed off by the LGB Chairs at their meeting on 29 June. Following that, all dates will be issued.

The content of the LGB meetings will be as follows:

- Meeting 1 - review of GCSE, A level and Applied General results
- Meeting 2 - School Dev Plan, Pupil Premium Plan and Education Recovery funding

- Meeting 3 - standard meeting - new assessment data
- Meeting 4 - An extraordinary meeting for the Board to discuss anything in depth that they choose in advance - e.g. Risk Register, safeguarding, attendance, Ofsted readiness, Link visits or focus on a particular school subject
- Meeting 5 - standard meeting - new assessment data

As there are only 2 data collection points there will be 2 data driven meetings (meetings 3 & 5). It was agreed that meeting 4 will focus on Ofsted preparation. However, as this meeting takes place in March an initial discussion will take place after the Results Meeting in September. Meanwhile a shared file will be created to store all information to assist with an inspection.

**79 AOB**

None

**80 ACTION POINTS**

**80a ACTION: ICT to arrange for all governors to be added to the electronic sign in system (minute 64)**

**80b ACTION: Clerk to circulate preliminary report and full Safeguarding Report to governors (minute 70.3.3)**

**80c ACTION: All Links to carry out a visit before the end of term. Any other governor encouraged to carry out a visit to school and complete a visit report (minute 74)**

**80d ACTION: All governors to complete one National College training module of their own choice, plus one directed module over summer (minute 75)**

The Chair thanked everyone for their hard work this year and concluded that all measures are moving in the right direction. The fact that the school is full, with a waiting list is testament to the great team and work done.

The meeting closed at 7.40pm