

Thomas Hardye School – 21st March 2018
Meeting of the Governing Body

Present: Garry Batt, Simon Conibear, Tim Gallego, Hugh Griffiths, Martin Baker, Jan McKie, Iain Cornell, Tom Hardinge, Linda Morrison, Laura Cheney, Kaye Chittenden, Natasha Bousfield, Mike Foley

Apologies: Lynne Cove, Mike Faulkner, Helen Arthy (notification of late arrival), David Grassby (notification of late arrival)

Clerk: Vicky Smyth

Item	Minutes	Action
17/90	Declarations of Interest: Simon Conibear gave his usual declaration respecting his employment with the Duchy of Cornwall.	
17/91	Minutes of 31st January 2018 were approved and signed. There were no matters arising outside of the items on this meeting's agenda. Mr Batt welcomed Mr Hardinge to his first meeting as the newly elected Teaching Staff Governor	
17/92	Multi-Academy Trust (MAT) Update Mr Foley confirmed that the Scheme of Delegation has been shared with Bere Regis school. He added that the Scheme of Delegation is not fixed in stone and will be reviewed by the Trust Board regularly. He advised Governors that it may become more complex as schools join and potentially differ according to the needs of the member schools. Mr Foley updated Governors with respect to the progress of the conversion of Bere Regis and that completion was scheduled for 1 st April 2018. He updated Governors with respect to the progress of Wey Valley's due diligence and that Directors would be in a position to make a decision respecting their admission to the MAT after Easter. Mr Foley confirmed that the outcome of a raising capacity fund bid was still awaited. Mrs Arthy arrived at 16.40.	
17/93 17/93.1	Headteacher's Report Public Admissions Number Mr Foley informed Governors of the number on roll, the number of applications for September 2018 entry and that there is 15 applicants in the queue for the second round. He advised Governors that there is a big year group at St Osmund's that would require entry in September 2020 to Thomas Hardye School (THS). The numbers at THS have stabilised at 450 presently but would need to increase to 475, however, the Directors would need to decide on this in September in order to meet consultation and publication deadlines laid down in law. Governors enquired as to numbers in the 6 th Form. Mr Foley explained that this was more random and that they were waiting to see whether Budmouth students would take up the places they had been offered.	
17/93.2	Forthcoming Events Governors were advised to check the website for details of forthcoming events and achievements of the pupils	
17/93.3	Ofsted Mr Foley explained to Governors that schools graded as outstanding would now only be inspected if: there was a significant drop in results, safeguarding concerns or substantiated complaints; manipulation of performance tables would also constitute a reason to inspect.	
17/93.4	Alternative Provision Mr Foley informed Governors of the changes to high needs block funding and the impact on the Learning Centre. He advised Governors that it would be likely that permanent exclusions would increase and that their involvement would be	

needed as part of their statutory duties. Mr Foley advised Governors that they are welcome to visit the Learning Centre if they wished to learn more about its work.

Mr Grassby arrived at 16.56.

Mr Foley explained the process of permanent exclusion and managed moves. He shared his concern at the possibility of children being passed around the system and/or not having their needs met. Mr Conibear enquired as to the number of permanent exclusions at THS. Mrs Chittenden confirmed that there had been none in recent years and that the school had made use of managed moves. Mrs Arthy asked whether these moves had been successful. Mr Cornell stated that they had not resulted in exclusions though they had not been without some difficulties either. Mrs Chittenden added that there were presently 4 students being educated at the Learning Centre that are succeeding in a way that would not have been possible at THS. Mr Batt asked whether the funding changes would prevent managed moves. Mr Foley advised that it would not affect managed moves and Mrs Chittenden opined that they worked as well as they did because the school does not use this tool that often. Mr Conibear enquired as to the effect upon sixth form. Mrs Bousfield explained that there is a different disciplinary process similar to that in a place of employment. She added that this normally worked and that if it didn't it usually transpired that the student was in the wrong type of provision. Mrs Bousfield concluded that behavioural problems were not as common in the sixth form as the students had opted to attend. Mrs Arthy enquired as to the changes in the high needs block generally. Mr Foley explained that the LA would only be meeting their statutory duties going forward and that children in out of county placements were being moved back into Dorset, including into the Learning Centres. He added that additional funding was only available for students with Education, Health and Care (EHC) plans, which are difficult to get. Mr Foley advised Governors that he would report on exclusions at their next meeting. Mr Baker asked whether the Learning Centre could become an academy. Mr Foley agreed that this was a possibility and that there was an example of this in Hampshire. He added that a new stream of free school funding for alternative provision had been released but any consideration of such a project would need careful research, as it is costly. Mr Batt suggested that this was a question for the MAT Trustees rather than the Governing Body of THS. Mr Conibear asked whether behavioural problems were increasing in young people. Mr Foley opined that it was a cyclical issue and that funding pressures meant bigger classes and less adults. He added that the recent turbulence in middle school leadership could also be having an impact. Mr Batt asked whether this meant students were coming to THS less well prepared than in previous years. Mrs Chittenden explained that difficulties had arisen when THS expectations were placed upon students at entry but that this was resolving now. Other issues were discussed such as reducing access to services (learning centres, CAMHS) and increasing mental health needs. Mr Baker highlighted an innovative approach from schools in Birmingham which Mr Foley noted for further investigation. Mr Grassby expressed his gratitude to staff and opined that they should be proud of what had been achieved in this area to date. Mr Foley thanked Governors and advised them that he would take the notion of a free school bid to MAT Trustees. He informed Governors of a brief issue with drugs which had resulted in a child being taken ill. This has been resolved according to the school's Drugs and Alcohol policy. A group of students in one year group are being closely monitored. Mrs Arthy enquired as to how clear the school is on the drugs policy to students. Mrs Chittenden advised that students and parents are requested to sign the drugs policy and that action such as bag and locker searches are taken if suspicious activity is reported. She added that the Police had been excellent in supporting the school and she circulated an article from a national source on

MF

MF

<p>17/93.5</p>	<p>the increasing use of some prescription drugs to manage stress in young people.</p> <p>SEN</p> <p>Mr Foley advised Governors of the changes to this funding and that they had been implemented after the start of term which has resulted in reduced income for the school. Consequently, there will be a gap in funding by the end of the year. Mr Foley advised Governors that the school would not be able to continue providing the current level of support to students. He expressed his concerns that parents would feel that their children are not receiving the support they are entitled to, that staff would have reduced access to support for children that do not have EHC plans and that more students with EHC plans would need to be educated together in a class, rather than among the general school population. Mr Foley concluded that all options are being considered including curriculum changes and that SLT were presently working through next year's funding allocation and are producing a draft budget.</p>	
<p>17/94 17/94.1</p> <p>17/94.2</p> <p>17/94.3</p>	<p>Learning and Community Standards</p> <p>Mr Cornell informed Governors of the inspection dashboard report and explained that it consisted of facts about the school that Ofsted inspectors would look at. The school's inspection dashboard is positive, however, the data included has highlighted that more work needs to be done respecting the progress of children in receipt of pupil premium funding. He highlighted that attendance has moved from below national average to above national average which is good for an upper school. Mr Cornell opined that there was reason to be optimistic for 2018 GCSE results, especially in the areas of P.E. and History which affected last year's results. He informed Governors that the mocks had been positive though there is caution respecting the new GCSE's as staff are not certain as to what they will be like. A Levels will also be a mix of exams in reformed and unreformed subjects. Mr Cornell noted the cautiousness of the Maths department particularly, in their predictions, and advised Governors that new software has been purchased which should support the department heads to analyse performance data and identify trends more easily.</p> <p>Safeguarding</p> <p>Mrs Chittenden reminded Governors of the annual safeguarding audit, a copy of which was circulated prior to the meeting. She thanked Mrs Arthy for her support in this regard and for her recent visit to Guidance. Mrs Arthy shared her experience respecting her recent visit and noted the importance of the Guidance Team at providing an outlet for those students that need extra support. She highlighted that a new Guidance Leader had been appointed to fill a vacancy rather than reducing the size of the team. Mrs Chittenden advised Governors that new Child Protection guidance is expected for September 2018 and that new advice is due for the Behaviour Policy in April 2018; policies will be reviewed accordingly. Mr Griffiths highlighted a spelling mistake which Mrs Chittenden agreed to correct.</p> <p>School Improvement Plan</p> <p>Mrs Bousfield circulated a copy of the School Improvement Plan and advised Governors that they were looking at year 2 of a 3 year plan. She pointed out the progress column for March and highlighted that colour coding had been removed. She took Governors through each point:</p> <p>1.1 CPD/High Quality Feedback– Mrs Bousfield noted that middle leaders are moving forward but that application is not consistent across the school yet. She added that staff are taking this point seriously and providing high quality feedback that has low impact on staff time. This project is ongoing.</p> <p>1.2 Data – Mrs Bousfield thanked Mr Foot for his time here and informed Governors that he had attended the school and worked with staff undertaking in depth data analysis. She advised Governors that there is</p>	<p>KC KC</p>

<p>17/94.4</p>	<p>still a gap between Pupil Premium and Non Pupil Premium children but that this gap is below the national average. She confirmed that work is ongoing here. Mrs Bousfield also noted that the most able programme is increasing.</p> <p>1.3 High Quality Teaching – Mrs Bousfield advised Governors of the work respecting a shared curriculum across the middle schools and that this would be very positive for THS if it continued. She informed Governors that portal information was being regularly reviewed and kept up to date and that the 2 year pathway for the sixth form was displayed on the school website.</p> <p>Mrs Bousfield concluded that the picture was positive overall though not perfect. The plan will be reviewed again in July and that staff and Governors will undertake another SWOT analysis. Mr Baker commented upon the detailed and comprehensive plan, enquiring about the impact of this on staff. Mrs Bousfield explained that the key was to ensure everyone was involved, that key people were named so responsibilities are clear and that it is a 3 year plan. Mr Foley added that it was Mrs Bousfield’s role to pull all the information and evidence together, remove anything unnecessary and identify the 3 key, important factors. He added that the school had received compliments from others on this plan and requests to use the format. Mrs Bousfield added that she wanted to encourage staff to meet, share best practice, undertake training, complete textbook exercises etc and then she would find the evidence to prove to Governors the impact these activities are having.</p> <p>Pupil Views</p> <p>Mr Foley advised Governors of an issue respecting the school prospectus and equality, with male students questioning the uniform rules respecting ear piercing. SLT had decided that the same rule of one stud in each ear could apply to both male and female students.</p>	
<p>17/95 17/95.1</p> <p>17/95.2</p> <p>17/95.3</p>	<p>Finance and Resources</p> <p>Capital Bids update</p> <p>Mrs McKie informed Governors that the outcome of the dining room bid was still awaited but it was likely the school would be informed by the end of term. Mr Gallego asked if Governors would be informed when the outcome was known. Mr Foley agreed and advised Governors that if successful, the building work would start in June</p> <p>General Data Protection Regulations</p> <p>Mrs McKie informed Governors that the first draft of two new privacy notices, one respecting staff and one respecting students and families, has been produced. It will outline what data the school keeps, what it is used for and how it is stored. Governors were advised that the database the school had purchased to help manage compliance was now up and running and suppliers were starting to return questionnaires, for example, how they deal with the information stored in their systems and that they can remove it if, asked among other requirements. Mrs McKie explained that there is no certificate that states a business is GDPR compliant and that the information produced by suppliers is being logged as it is returned. Mrs McKie thanked Mr Baker for his input in producing a list of questions that she was able to put to suppliers and receive answers for. She advised Governors that staff would need to undertake audits of data and that this was not just about computerised records but the use and storage of hard copy paperwork also. Mrs Smyth added that a new system is being built for Governance by the IT department so that Governors would be advised when new documents are added in order for them to ‘log in’ using a personal username and password in order to access the information. Cloudshare password protection of documents would be used in the interim until the system is ready.</p> <p>Staffing – Changes to Probation</p>	<p>MF</p>

17/95.4	<p>Mrs McKie advised Governors of changes to the staff probation process. Governors were in agreement.</p> <p>Budget Statement</p> <p>Mrs McKie noted that this was not a specific agenda item but that Governors needed to be aware of changes since the last meeting. She informed Governors that the SEN funding had had to be revised down again and highlighted that staffing had not been as accurately budgeted for as she would have wished. This has been reviewed and is now more accurate. There will be a new finance system from the 1st April and once settled, there would be the ability to separate MAT and school budget more effectively in the reporting.</p>	
17/96 17/96.1 17/96.2	<p>Any other business</p> <p>Past property sales</p> <p>Mr Grassby informed Governors that he had been asked whether there had been any covenants created when the school had sold the old school football pitch to Betterment Homes. Mrs Smyth was requested to check the school records.</p> <p>Date of Next Meeting</p> <p>Wednesday 16th May 2018</p>	VS

Action Log

Person	Action	Timing	Outcome/Update
Mike Foley	Exclusions report	09/05/2018	
Mike Foley	Raise Free School Alternative Provision with MAT Trustees	25/04/2018	Complete
Kaye Chittenden	Amend spelling mistake in policy	ASAP	
Kaye Chittenden	Update Child Protection and Behaviour policies in accordance with new guidance	April 2018 (Behaviour) September 2018 (Child Protection)	
Mike Foley	Advise Governors of outcome of Dining Room Bid	ASAP	
Vicky Smyth	Search school records for information respecting sale of the old school football field to Betterment Homes	ASAP	