

**MINUTES OF THE MEETING OF THE WHITCHURCH HIGH SCHOOL
GOVERNING BODY HELD AT THE SCHOOL ON 17TH JUNE 2024**

PRESENT	Sian Hopkins	Partnership (Chair)
	Joyce Slack	Partnership
	Ian McIlquham	Partnership
	David Collins	Partnership
	Dr Paul Bulpin	Community
	Maria Boffey	Community
	David Roylance	Community
	Dr Tessa Bailey	Parent
	Jayne Catherall	Parent
	Paul Lloyd Davies	Parent
	Lisa Williams	Parent
	Stephen O'Hare	Parent
	Naomi Pearson	Parent
	Andrew Davies	Local Authority
	Nick John	Headteacher
	Jonathan Davies	Teacher
	Noreen Linforth	Teacher
	Richard Burge	Non-Teaching
	Scott Britt	Deputy Head (Observer)
	Ceri Garland	Deputy Head (Observer)
Wayne Lilly	Business Manager (Observer)	
Steve Williams	Estates (Observer)	
Gareth Coombs	Clerk to the Governors	

51 APOLOGIES

Max Vine; Dr Catherine Bushell.

52 MINUTES

The minutes of the meetings held on 18th March and 25th April 2024 were confirmed as a correct record.

53 SUB-COMMITTEE FEEDBACK

(i) Buildings and Estates

Joyce Slack started her report by thanking the Estates team for all their hard work.

An update was given on the work done in the school to date which had had an impact on the budget situation. News was awaited from the Local Authority to find out what money would be available to support the work required.

Work on the swimming pool changing rooms had started. Hopefully the work would be completed soon which would enable wheelchair users to use the pool.

The new waste collection process had started and the sub-committee would monitor its effectiveness.

A review of charges to hirers of the school pitches had been carried out and notice of the increase in charges had been sent to all hirers with only one complaint.

The Headteacher had met with representatives of the Local Authority regarding site safety. An update report would be provided in due course.

(ii) Curriculum

Ceri Garland gave an update on the school self-evaluation process. Faculty reviews had taken place and a whole school review was being carried out.

Reporting under the New Curriculum requirements was work in progress.

A new Curriculum Sub-committee focusing on the New Curriculum requirements would be established. Also a Sub-committee to focus on self-evaluation and school improvement would be established. Governors were asked to let the Chair or Joyce Slack know if they wished to sit on one or both of these Sub-committees.

54 HEADTEACHER UPDATE – Nick John

A full written report was received by the Governors. The following main areas were covered:-

- LOWER SCHOOL HEALTH AND SAFETY: The flow of traffic on site was a cause for concern and the school was looking at strategies to solve these problems.

- ESTYN REVIEW PROGRESS: The next Estyn meeting would be on 20th June 2024. In the Headteacher's update report work on addressing the following Estyn recommendations was provided and noted by Governors:-

Recommendation 1: *Continue to work with the local authority to address the health and safety concerns during the inspection week.*

Recommendation 2 : *Sharpen self-evaluation processes and planning for improvement to focus precisely on the areas that require improvement.*

Recommendation 3: *Improve the quality of teaching and use of assessments to meet the needs of pupils.*

Recommendation 4: *Strengthen the provision for and co-ordination of the progressive development of pupils' skills.*

- STANDARDS: External examinations had finished and students in Years 10, 11, 12 and 13 have been hard at work completing their qualifications. The Headteacher was impressed by the Year groups attendance at exams, particularly Year 10. Results were awaited.
- SELF EVALUATION & SCHOOL IMPROVEMENT : The proposal to split the Curriculum Sub-committee had been agreed and implemented. This will enable two separate meetings to operate from the next academic year onwards. This split will enable Governors to have a more in-depth insight in to curriculum based work and school improvement.
- SCHOOL ATTENDANCE : The overall attendance across the school had risen by 0.01% over the last 2 weeks at over 91%. This was still 0.67% ahead of last academic year to date. Andrew Miles was to be congratulated in providing such accurate and detailed statistics.
- BUDGET: The request to set a deficit budget for the next financial year had been submitted to the Local Authority before the deadline of 30th April 2024. The Headteacher gave a full breakdown of the budget situation and would keep Governors informed of developments in this matter.
- CURRICULUM UPDATES: This was provided by Jonathan Davies. Governors were impressed to note that the school had been awarded the first stage of the Career Wales Award.
- BEHAVIOUR AND EXCLUSIONS: A full data report was provided. Governors were satisfied that the school had adhered to all relevant guidelines in this matter.
- ESTATES UPDATES: Large scale projects have been put on hold while funding was awaited from the Local Authority. Minor works and repairs alongside planning for site security and wider school developments has been ongoing.
- SIG UPDATES: The new approach is starting to become embedded, with each SIG identifying a priority linked to their improvement group focus which will be added to the SIP.
- ADMISSIONS: Statistics were provided and noted.
- ACADEMIC YEAR 2024-2025: Term dates were provided.
- YEAR 11 & 12 LEAVERS: The official leavers assemblies were held towards the end of the summer half-term and went well. The Headteacher and Governors wished Mr Havard a long and happy retirement and

thanked him for all that he has done for them and previous generations of students.

- STAFFING UPDATES: these were provided and noted.
- FURTHER UPDATES AND WEBSITE LINKS: these were listed and included other upcoming events.
- FACULTY UPDATES: This section provided the opportunity for faculty leaders to provide Governors with an overview of the work of their faculty. Written summaries for the following faculties were contained in the Headteacher's Update Report:-
 - Health & Wellbeing – Sarah Smith
 - Art – Michelle Edwards
 - Performing Arts – Lara Jones-Price
 - Science – Alun Smith
 - Social & Economic Studies – Lucie Ozturk
 - Languages – Janine Davies
 - English – Kirsty Price
 - Humanities – Noreen Linforth
 - Enhanced Curriculum Faculty – Kelly Gambold and Sian Thompson
 - Sport & Exercise – Gwyn Morris
 - Technologies – Mike Williams
 - Maths – Fiona Harding
- YEAR GROUP UPDATES; These were provided in the report for the following Year Groups:-
 - Year 7 – Adam Webb
 - Year 8 – Whitney Taylor
 - Year 9 – Neil Potter
 - Year 10 – Alun Morgan
 - Year 12 and 13 – Kirsty Davies
- FACULTY REVIEW EVALUATION FORM: This was provided in an appendix to the Headteacher's Update Report and received by Governors.

55 POLICIES

The following policies were received and adopted by the Governing Body:-

- Exams Anxiety Policy (plus additional supplementary Questions Response)
- Exams Malpractice Policy (plus additional supplementary AI Academic Guidance)
- Sabbatical Leave Policy
- CCTV Policy

56 IAN MCILQUHAM: PARTNERSHIP GOVERNOR

It was noted that this would be Ian's last meeting as he would not be seeking to continue as a Partnership Governor at the end of his term of office in September 2024. Ian had served as a Governor for 24 years and the Headteacher and Governors wished to record their thanks to Ian for the much valued work and support for the school and Governing Body. Joyce Slack wished to record her special thanks to Ian for his work on the Estates Sub-committee. Ian would be sorely missed by the school and Governing Body and he was wished well for the future.

57 CONFIDENTIAL ITEMS

None.

59 DATE OF NEXT MEETING

To be confirmed.

Meeting concluded.

Signed: 
Chair of Governors