

**MINUTES OF THE MEETING OF THE WHITCHURCH HIGH SCHOOL GOVERNING BODY HELD
AT THE SCHOOL ON MONDAY 19TH NOVEMBER 2018**

PRESENT	Joyce Slack	Foundation (Chair)
	Ian McIlquham	Foundation
	Max Vine	Foundation
	David Collins	Foundation
	Dr Paul Bulpin	Community
	Denise Kelland	Community
	David Roylance	Community
	Maria Boffey	Parent
	Stephanie Hicks-John	Parent
	Kelly Vanstone	Parent
	Professor Peter Kille	Parent
	Nicola Davies	Local Authority
	Dr Michael Newman	Local Authority
	Nick John	Teacher Governor
	Richard Burge	Staff Governor
	Scott Britt (Deputy Head)	Observer
	Andrew Hurley (Deputy Head)	Observer
	Wayne Lilly (Business Manager)	Observer
	Steve Williams (Estates)	Observer
	M Leonard (Head Boy)	Associate Pupil
	Noreen Linforth	Teacher Governor
	Gareth Coombs	Clerk to the Governors

13 APOLOGIES

Sian Hopkins; David Greaves; Nicole Kinnaird.

14 LOCAL AUTHORITY SPECIAL RESPONSE BASE (SRB) REVIEW

A presentation was given by Paul Smith, Jenny Hughes and Cath Keegan-Smith from the Local Authority on the tenth anniversary of the establishment of the SRB. This was supported by an Operational Agreement Document covering the period April 2018 to March 2019 which covered the following areas:-

- Purpose of the operational agreement and associated processes.
- Resources Staffing and Accommodation.
- Support and Development.
- Monitoring Arrangements.
- Termination of Agreement.
- Signature requirements.

Governors noted that the purpose of the SRB was to provide a balanced curriculum support to those pupils who would not normally have access to such provision. All SRB pupils would be registered at the school. The criteria for admission was outlined

and noted. Governors wished to record that they felt that the SRB initiative had been and continued to be a very positive development.

The Chair gave an assurance that the governors would consider the draft Operational Agreement Document and provide feedback to the SRB representatives.

15 MINUTES

The minutes of the last meeting held on 24th September 2018 were confirmed as a correct record and the Chair was authorised to sign them.

There were no matters arising that were not already on the agenda for discussion.

16 GOVERNOR MEMBERSHIP, COMMITTEE MEMBERSHIP, TRAINING

Governor membership and Sub-Committee membership was noted.

Kelly Vanstone had undertaken Data training, which was mandatory, as well as Pupil Exclusion training.

17 COMMITTEE MEETINGS : FEEDBACK

(i) Curriculum Committee – The Chair of governors gave a verbal report. The committee had met to consider the proposed school trip to South Africa. A decision in this matter was still under consideration and governors would be kept informed.

(ii) Finance Committee – The Committee had met. Wayne Lilly, Business Manager, gave a report on the outturn exercise. The school was close to remaining within the approved deficit figure and he was confident that the school would remain within the approved deficit amount. There would be a further monitoring exercise in January 2019.

When questioned, the Chair of governors confirmed that the school would be provided with funding from the LEA for SRB provision. The funding was “ring fenced”.

(iii) Estates Committee – A verbal report was given by Steve Williams. The Committee had not as yet met, but was due to meet later in the autumn term. It was however confirmed that remedial work on the heating was underway and was due to be completed by the end of January 2019.

There was no news to report regarding replacement classrooms. However the Chair and Headteacher were due to meet with representatives of the LEA regarding the replacement of the terrapin buildings.

Work was ongoing on the Ty Seren Youth Centre.

Repairs to the swimming pool were underway, but there were some health and safety concerns.

(iv) Admissions Committee – Andrew Hurley, Deputy Head, informed governors that the Committee had not as yet met, but was due to meet in the very near future. Some concern was expressed by governors regarding pupil numbers. One year was

over-subscribed. This would be taken into consideration by the Committee and a full report would be provided after the Committee had met.

(v) Complaints Committee : 13th November 2018 – The Chair of governors gave a verbal report. The complaint in question was not upheld.

18 HEADTEACHER'S REPORT – Mark Powell

A full written report was provided.

The All Wales Core Data Sets were referred to and the picture for the school at Key Stage 4 was extremely impressive.

A list of the newly recruited staff was provided. This included new teaching staff and new educational support staff.

Professional development opportunities for staff was reported upon and included INSET days to focus on Behaviour for Learning and Restorative Approaches.

Voluntary CPD courses for both teaching and educational support staff had been provided and were listed.

There had been 29 educational visits during the first 9 weeks of the school year. This included visits to Edinburgh and New York.

With regard to departmental reviews, the Headteacher reported that full reviews had been conducted into the work of the departments of Art, Science and PE. Strengths overwhelmingly outweighed weaknesses in all three departments.

Pupil attendance statistics were provided and were very encouraging.

The Alternative Compulsory Education (ACE) room was working really well. This provided a bespoke curriculum for disaffected students in Key Stage 4. Partnerships and external organisations had also made a significant contribution to this drive. Governors were informed that Lauren Sharpe from the school would be giving a presentation on ACE provision at the next full governing body meeting.

A Performing Arts round-up was provided. There had been a number of events and activities which included a visit by the Drama department to New York. Rehearsals for the school musical "We Will Rock You" were continuing. The main musical event so far this term had been The Chris Sharpe Memorial Concert which had been a fantastic event.

A full sports round up was provided which included many individual and team achievements. Of particular note was the visit of Geraint Thomas to the school.

Geraint is a former pupil and the school was very proud of his achievement in winning the Tour de France.

With regard to policies the Headteacher reported that a substantial amount of work had been undertaken in the previous school year in updating and ratifying school policies. During the coming year the school would be reviewing key policies and evaluating their currency as the school adapts to new leadership internally as well as external influences at local, regional and governmental level. Governors were pleased to know that the Headteacher was taking such a pro-active role in reviewing policies and presenting them as necessary for approval by the governing body.

The school had been involved in a number of events which the Headteacher and governors felt added immeasurably to the role of the school in the community and the enrichment of the education of pupils. These included a Macmillan Coffee Morning; Local Remembrance Day Service; Show Racism the Red Card Day and a Local School sponsored run to raise funds for scoliosis.

In closing his report the Headteacher wished to pay tribute to the hard work and support of all school staff. Without their enthusiasm and willingness, none of the school's achievements, successes and events would have been possible. The continued support of the governing body was also a key factor in the maintenance of such high achievements at all categories by the school.

19 APPOINTMENT OF A TEACHER REPRESENTATIVE

The re-appointment of Nick John was noted. An election had not been necessary as Nick had been the only candidate.

20 STANDARDS UPDATE

A full presentation was given by Andrew Hurley, Deputy Head, which gave an in-depth update on student standards for whole school indicators based upon current tracking data. This included the provision of much statistical analysis. In the "family" of schools it was noted that Whitchurch High School was sixth in the league table and was in the top quartile.

Governors thanked Andrew for his full report and felt that the maintenance of such high standards was a testimony to all staff at the school. In particular, governors commended the interaction of teaching staff with pupils.

21 BESPOKE CURRICULUM FEEDBACK

Nick John gave a full report which included the subject provision for pupils. Some pupils were involved in work experience. The model which had been agreed upon involved the Learning Leader overseeing the process and providing feedback. Pupils were engaging well with process and governors were pleased to note the positive

impact it was having on pupils. The Headteacher informed governors that some elements of government grants were used to support the initiative.

22 LEARNING AND TEACHING UPDATE

Scott Britt, Deputy Head, outlined the progress the school was making in relation to provision in response to the Donaldson Report. This included the establishment of a Learning and Teaching Working Party. "Teachmeets" had been held and it was hoped to hold five such meetings a year. In the next meeting 'A' Level provision would be considered. INSET Days would also include the ongoing review of Learning and Teaching.

The Headteacher assured governors that they would be kept informed of progress to achieve the provisions contained in the Donaldson Report. At present the published requirements regarding Key Stage 4 were awaited.

23 CAPITAL INVESTMENT UPDATE

The Chair reported that she had attended a meeting with officers of the LEA before half-term and was informed that the required remedial work on the school buildings and infrastructure was on schedule and would begin in January 2019. The next scheduled meeting with the LEA was scheduled for 26th November 2018.

The Chair, Headteacher and fellow governors agreed that the priorities of the school in this matter remained the same. Better accommodation on the upper school site was required to fit curriculum, student and staff needs.

The Chair assured governors that any proposed building of a new school on the old Whitchurch Hospital site would require the approval of the governing body.

24 ANY OTHER BUSINESS

[REDACTED]

25 CONFIDENTIAL ITEMS

Minute 24 (i)

26 DATE OF NEXT MEETING

Monday 28th January 2018 commencing at 7:00 pm.

Meeting concluded.