

**MINUTES OF THE MEETING OF THE WHITCHURCH HIGH SCHOOL GOVERNING BODY HELD  
AT THE SCHOOL ON MONDAY 19<sup>TH</sup> SEPTEMBER 2016**

<b>PRESENT</b>	Sian Hopkins	Foundation
	Ian MclQuham	Foundation
	Max Vine	Foundation
	Dr Paul Bulpin	Community
	Denise Kelland	Community
	David Roylance	Community
	Maria Boffey	Parent
	Roger Haigh	Parent
	David Wikeley	Parent
	David Greaves	Parent
	Dr Michael Newman	Local Authority
	Huw Jones-Williams	Headteacher
	Nick John	Teacher Governor
	Andrew Rooke	Teacher Governor
	Richard Burge	Staff Governor
	Steve Williams	Observer (Estates)
	Andrew Hurley	Observer
	Scott Britt	Observer
	Angus Robertson	Head Boy
	Catrin McCarthy	Head Girl
	Gareth Coombs	Clerk to the Governing Body

(Gareth Coombs, Clerk to the Governors in the Chair)

**1 APOLOGIES**

Joyce Slack; Nicole Kinnaird; Menna Lewis; Stephanie Hicks-John.

**2 APPOINTMENT OF GOVERNORS**

The following Appointments were noted and approved:-

Joyce Slack	-	Foundation Governor
Ian MclQuham	-	Foundation Governor

The Headteacher informed Governors that an election for two Parent Governors would be held in the Autumn term.

**3 TEACHING STAFF APPOINTMENTS**

It was noted that Scott Britt and Andrew Hurley had been appointed as Deputy Headteachers and would attend Governing Body meetings as observers.

**4 ELECTION OF CHAIR : 2016-2017**

Joyce Slack was the only nomination and was duly elected as Chair of the Governing Body for the academic year.

**5 ELECTION OF VICE-CHAIR : 2016-2017**

Sian Hopkins was the only nomination and was duly elected as Vice Chair for the academic year.

(Sian Hopkins in the Chair)

**6 DECLARATION OF BUSINESS INTERESTS**

Governors were reminded that they would need to complete forms for the new academic year. It was agreed that forms would be circulated to Governors at the next meeting of the full Governing Body.

**7 MINUTES**

The minutes of the last meeting held on 4<sup>th</sup> July 2016 were confirmed as a correct record subject to the inclusion of David Greaves under those members present.

There were no matters arising that would not be covered by the agenda.

**8 MEMEBRSHIP OF COMMITTEES**

There were no changes to Committee membership.

**9 HEADTEACHER'S REPORT – Huw Jones-Williams**

A full written report was received. The staffing, roll and organisation of the school was noted. There were 72 more students on roll compared to the previous academic year.

The Headteacher read to the Governing Body a letter he had received from a former student which was extremely complimentary to the school and staff and which thanked the school for the great support it had provided and for the very happy memories the former student had of his time at the school.

A full list of examination results from 2011 to 2016 was provided which showed that the general trend in results and standards was improving year by year. However, the Headteacher informed Governors that this was very much work in progress. The consistently high 'A' Level results were commended by the Governors and which had been achieved because of the efforts of students and the support and expertise of their teachers.

The many successes of the school and individual pupils on both the academic and sporting front were noted and commended by Governors.

The Chair thanked the Headteacher for another full and informative report and commended the school and staff on their continued maintenance of high standards of teaching provision and achievements.

**10 COMMITTEE MEETINGS**

**(i) Admissions Committee**

The Committee had received appeals from the parents of pupils who wanted to progress to the 6<sup>th</sup> Form. All appeals had been allowed but some were conditional.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**(iii) Standards Committee**

A verbal report was given by the Headteacher which was supported by a written report on examination results covering the period 2011 to 2016.

The Headteacher went through the examination results with Governors and highlighted the main points of particular interest. It was noted that there had been a strong improvement trend in Key Stage 3 which would continue to Stage 4. Full verified benchmarked results for Stage 4 would be available in January 2017.

Results in Year 11 for 2016 had shown a slight dip in performance of 2.5% but the trend was still showing an improvement in relation to results achieved three years previously.

Performance in “core” subjects was very strong and gender gaps had also shown an improvement.

The Headteacher felt that “tracking” by the school had been very accurate overall and highlighted the fact that the school was in the top 15% in the UK in the “value added” category at Post 16.

In response to a comment by Roger Haigh, Parent Governor regarding a drop in standards in one area, A/S, the Headteacher gave an assurance that this had not been overlooked and that the school would focus on this matter to ensure that standards would be improved and maintained.

Roger Haigh wished to record his concern that the WJEC seemed to have a monopoly regarding assessment and marking which did not give schools the option to use an examination board other than the WJEC. This concern was shared by some Governors.

The school remained for the moment under Estyn monitoring and the Headteacher informed Governors that a letter to Estyn regarding school performance and results would need to be produced in the near future. This letter would be drafted by the Standards Committee and Governors would be kept fully informed in this matter.

The Headteacher reminded Governors that a Parents’ Meeting had been held on 13<sup>th</sup> July 2016 and that the minutes of that meeting would be provided for information to the next full meeting of the Governing Body.

In conclusion the Headteacher wished to commend staff and students for the continued upward trend in standards and levels of achievement. Governors also wished to record their own commendation.

## **11 POLICIES**

### **(i) Work Related Education Policy**

This Policy was adopted.

### **(ii) Whistleblowing Policy**

This Policy was not for adoption but it was felt that Governors needed to be aware of the Policy.

**(iii) Harassment Policy and Procedures**

The Headteacher confirmed that Trade Unions had been consulted regarding all Policies and the agreement of the Unions had been achieved. If the wording of a policy was proposed then Unions would always be consulted. Dr Michael Newman, Local Authority Governor, wished to record that he did not feel that the wording of the Harassment policy was “school friendly”. The Headteacher undertook to raise this matter with LEA Advisers and report back to Governors at the next meeting. In the meantime Governors adopted the policy.

**12 SCHOOL TRIPS**

It was proposed to take students on trips to New York and Washington D C. Governors were assured by Scott Britt, Deputy Head that Home Office advice would be sought and followed and that full risk assessments would be carried out. Parents would be sent a letter regarding the trips and full consultation would be undertaken with parents in this matter.

**13 MATTERS DEEMED CONFIDENTIAL**

Minute 10 (ii): Buildings Committee.

**14 DATES OF FUTURE MEETINGS**

- (i)** Governing Body Meeting with Parents – 28<sup>th</sup> September 2016
- (ii)** Provisional Meeting with LA School Organisational Planning – 3<sup>rd</sup> October 2016.
- (iii)** Full Governing Body Meeting Dates (7:00pm Start)
  - Monday 14<sup>th</sup> November 2016
  - Monday 16<sup>th</sup> January 2017
  - Monday 20<sup>th</sup> March 2017
  - Monday 19<sup>th</sup> June 2017

Meeting concluded.

Signed:



**Chair of Governors**