

**MINUTES OF THE MEETING OF THE WHITCHURCH HIGH SCHOOL GOVERNING BODY HELD
AT THE SCHOOL ON 28TH JANUARY 2019**

PRESENT	Joyce Slack	Foundation (Chair)
	Sian Hopkins	Foundation
	Ian Mcilquham	Foundation
	Max Vine	Foundation
	David Collins	Foundation
	Dr Paul Bulpin	Community
	Denise Kelland	Community
	David Roylance	Community
	Stephanie Hicks-John	Parent
	Kelly Vanstone	Parent
	David Wikeley	Parent
	David Greaves	Parent
	Nicola Davies	Local Authority
	Mark Powell	Headteacher
	Nick John	Teacher Governor
	Noreen Linforth	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
	C Palmer (Head Girl)	Associate Pupil
	Paul Morgan (Teacher)	Observer
	Lauren Sharp (Teacher)	Observer
	Lauren Armstrong (Teacher)	Observer

6 APOLOGIES

Nicole Kinnaird; Professor Peter Kille; Dr. Michael Newman; Maria Boffey.

7 ALTERNATIVE COMPULSORY EDUCATION (ACE)

A presentation was given by Lauren Sharp and Lauren Armstrong from the school. This initiative was part of the school's Behaviour Learning Policy and had provided positive results. Parents were always informed when pupils were referred to ACE.

The presentation covered the following categories:-

- Location: The ACE Room
- The purpose of ACE provision
- ACE Procedures
- ACE Housekeeping

- ACE Referral
- ACE Referral Feedback
- ACE Data
- Comparative Data : Fixed Term Referrals
- Issues with Data
- ACE : Case Study in Wales
- ACE : A preventative measure
- ACE : Restorative outcomes and feedback
- ACE Agencies
- Interventions
- Visits planned
- General feedback

It was agreed by Governors that this was a very necessary and successful provision for certain pupils. The Chair thanked both presenters for their presentation and for highlighting the main points in detail.

8 ADDITIONAL LEARNING NEEDS AND THE EDUCATION TRIBUNAL (WALES) ACT

A presentation was given by Paul Morgan from the school. It gave an overview of where the school was at present in preparing for the implementation of the Educational Tribunal Act and the Educational Needs Code of Practice.

The main aim was for a Person Centred Approach (PCP) and parents would be involved at every stage. This was a new statutory and legal act and there was a legal expectation for the school to comply. The act introduces a new statutory role, that of an Additional Needs Learning Co-ordinator. The aim was to provide a unified plan to support those with Additional Learning Needs across Wales.

There was a very clear timetable leading up to implementation and this was outlined by Paul. One of the biggest challenges would be the significant amount of additional administration involve in this process and this was a cause for concern.

Any appeals against a decision by the school in this process would be against the school and not the LEA. This could also lead to an increase in workload.

It was felt that there could be legal issues if the school was to be a “gatekeeper” in this process. Another perceived problem was the lack of a clear definition of “significant” when it related to a pupil’s learning needs. Funding could also be a problem.

The Chair thanked Paul for his presentation and suggested that any Governor who wished to be involved in this process should contact Paul directly.

9 MINUTES

The minutes of the last meeting held on 19th November 2018 were confirmed as a correct record subject to the addition of Noreen Linforth under “Members Present”.

10 MATTERS ARISING

(i) Bullying and Homophobic Issues – The Headteacher informed Governors that much work had been undertaken to combat such problems. It was

AGREED **That a further report be given on progress in this matter at the next meeting and that the school staff involved in the production of combating strategies be invited to attend the meeting.**

11 GOVERNOR MEMBERSHIP, COMMITTEE MEMBERSHIP AND TRAINING

There had been no changes to membership. Governors were encouraged by the Chair to take advantage of training provided by the LEA if possible and particularly if the training was relevant to their membership of a Committee.

12 COMMITTEE MEETINGS

(i) Curriculum Committee – A verbal report was given. It was reported that a school policy had been agreed regarding curriculum provision and this was on the school website. One particular change which would be implemented in the next academic year related to the options process regarding “skills challenge”. This would continue to be provided but would no longer be compulsory. The Headteacher reported that feedback regarding the new policy had been generally positive. This view was supported by Nick John, Teacher Governor.

13 SCHOOL DAY STRUCTURE

The Headteacher presented a proposal to change the school day structure. This included a consultation document. It was confirmed that all relevant stakeholders would be consulted regarding the proposed changes and would include parents, the LEA and Governors. It was felt by the Headteacher that there was too much movement in the current school day and the key principles regarding the proposed changes were explained by the Headteacher.

The following questions were posed by Governors and answered appropriately by the Headteacher:-

Q: Could the new proposals reduce the time for lunchtime clubs?

A: this was a possibility but perhaps those clubs could be held at the end of the day as under the new proposals the school day would end earlier.

Q: Has the model of proposed changes been replicated in other schools?

A: The lunch break has been and a 4 to 1 split is very common, so was a 35 minute lunch break.

Q: What do Parents think of the new proposals?

A: This was not known as the full consultation process had not been undertaken as yet. It was confirmed that after school clubs would still be available.

Following further discussion it was

AGREED that the proposed changes to the school day be taken forward for consultation with all stakeholders in accordance with regulations relating to the proposed implementation of such a change. Governors to be kept informed of feedback from stakeholders.

14 DATE FOR THE FULL GOVERNING BODY TO MEET TO AGREE BUDGET

Following discussion it was

AGREED that the matter be first considered by the Finance Committee, hopefully during the first week of March 2019. Following this the matter would be considered at the next Full Governing Body meeting with a view to agreeing a budget.

15 HEADTEACHER'S UPDATE – Mark Powell

A verbal update was provided by the Headteacher.

An update on the skills challenge option was provided as were option changes. It was felt that languages were quite vulnerable, however the core subject areas remained strong.

The Headteacher informed Governors that he intended to re-structure the teaching and learning responsibilities within the school. However such a restructuring programme would be delayed for a year as developments regarding the Welsh Government proposals regarding teachers' pay and conditions and the new curriculum would need to be a consideration in this process.

The Headteacher was pleased to report that three students had secured a place at Oxford University and three at Cambridge University.

16 STANDARDS UPDATE

A presentation was given by Andrew Hurley, Deputy Head, on the current situation regarding pupils' grades. This was supported by a statistical report. At key stages 4 and 5 grades were lower than desired. Governors were assured that the situation would be closely monitored and remedial action taken where required. It was anticipated that the situation would improve. Further updates would be provided in future meetings.

17 WHS CAPITAL INVESTMENT UPDATE

The possible move of the school to a new location on the old Velindre Hospital site was still being offered by the Local Authority. The Headteacher and Chair would be meeting with the Director of Education on 4th February 2019 to further discuss this matter.

The Chair and Headteacher wished to have the view of the Governing Body regarding the possible move to the new site so that this could be taken to the meeting with the Director of Education. Indeed, the lack of a definite decision by the Governing Body was holding up potential remedial work on the current building and site.

A discussion followed regarding the suitability of the proposed new site for the school and the following problems were identified:-

- The site could only accommodate a 12 form entry school, whereas Whitchurch High School was a 14 form entry school.
- The new site would need to have multi storey buildings which it was felt was not appropriate for the school.
- There would not be enough space on the new site to replicate the current sporting provision of the current school site. A move to the new site would also have implications for Power Leagues.
- There would not be enough parking on the new site.
- The size of the new campus would be smaller than the current campus,
- It was felt that the current arrangement of a split site for younger pupils was an advantage which could not be replicated on the proposed new site.
- Concern was expressed over the possibility that finance could run out part way through the building of a school on the new site.

Following further discussion it was

AGREED that the Governing Body does not wish to accept the offer of a move to the proposed new site and that this decision should be communicated to the Director of Education as the final decision of the Whitchurch High School Governing Body.

18 SCHOOL POLICIES

It was agreed to adopt the following school policies:-

- Model Whole School Pay Policy
- School Exit Interviews Policy and Procedure

Subject to some minor amendments which the Chair had identified with the Headteacher it was also agreed to adopt the following policies:-

- School Redeployment and Redundancy Policy and Procedure
- Performance Management Policy 2018-2019

19 ANY OTHER BUSINESS

(i) Inspiring Future Champions – Steve Williams raised awareness of the “GoFundMe” link which could be used to make donations to raise funds to install tribute banners in the Lower School Sports hall to celebrate the achievements of Gareth Bale, Geraint Thomas and Sam Warburton, all former pupils at the school. This was supported by the Governing Body.

(ii) School Hall of Fame Event – It was agreed that the school could be represented at the event to be held on 26th June 2019.

(iii) School Uniform – The Headteacher informed Governors that the Welsh Government Consultation Option Site was now open. Hopefully Governors would take the opportunity to participate in discussion.

20 CONFIDENTIAL ITEMS

None.

21 DATE OF NEXT MEETING

Monday 25th March 2019 commencing at 7:00pm.

Meeting concluded.

Signed:

A handwritten signature in blue ink, appearing to read "J. Slack", with a horizontal line underneath.

Chair of Governors