

**Present:**

Glynis Alexander (Chair)  
Julian Bryant  
Matt Bunday  
Nicola Hunt

**In Attendance:**

Kat Cox, Faculty Lead for Science and Pupil Premium Lead  
Dave Gill, Assistant Headteacher  
Ian Creswell, Deputy Headteacher  
Harriet Phillip, Assistant Headteacher  
Michelle Burt, Clerk to Governors

**The meeting was not quorate as there were less than half of the Governing Body in attendance**

**Apologies:**

Harry Kutty (Head)  
Chris Dancer  
Peter Hilditch  
Caroline Humphries

**71/22 Declaration of Pecuniary or Business Interests****Action**

There were no declarations of Pecuniary or Business Interests.

**72/22 Minutes of the Meeting held on the 6<sup>th</sup> April 2022**

Governors NOTED the minutes of the meeting held on the 6<sup>th</sup> April 2022 as a true record of the meeting, which were signed accordingly by the Chair.

**73/22 Matters Arising**

All Matters Arising were either complete, ongoing or on the Agenda.

**74/22 Update on Reading Programme for Disadvantaged Students**

The Chair welcomed Kat Cox to the meeting to provide an update on the Reading Programme for Disadvantaged students. Kat explained the recruitment process where everybody who submitted an expression of interest were trained and those that were unsuitable were told they weren't required at that time - the quality of the buddies has been brilliant.

Kat explained that the University students will all shortly be going on holiday and to show that we value what they have done, the Reading Buddies along with 167 students have been invited to a celebration event.

Kat informed Governors that there are two students who couldn't attend the morning reading sessions who are reading after school and one who doesn't attend school and Karen Gange has contacted their parents who are reading with him at home.

Kat explained that students have breakfast when they arrive at school and they are all Pupil Premium students with a reading age below their chronological age, which is why they were chosen for the scheme. Kat added that attendance has been pleasing for some of the hard to reach students who have received a lot of support from staff, including their Lesson A teachers, SLT and Year Leader links. Kat commented that the students that attend have got a lovely relationship with their Reading Buddy.

Kat informed Governors that she would like attendance higher next year. There has been lots of feedback from Lesson A teacher that their students have enjoyed the programme and are now happy to read aloud in class. Learning Walks have also

been positive and Buddies were asked if they had any additional training needs, which they said they didn't.

**Action**

Kat presented the Impact Summary from before half term and Governors NOTED that across the board the impact had been really positive. Kat explained that the survey covered areas such as well-being and reading for pleasure, which has improved. Kat added that a meeting is scheduled for Friday to look at the data, following which, she will have a better understanding of all the information generated.

Kat then presented the Reading Behaviour survey, showing feedback from lots of questions that students answered before the programme and then later on and not necessarily the same students. Kat explained that all these students struggle and the survey shows the need for a programme like this. Kat explained that next week is the final week before a lot of the Reading Buddies from the University go home, although some have chosen to stay until the end of term.

Kat informed Governors that there is a pizza dinner next week for any student that showed any commitment to the programme and their family and they have also invited some authors to attend – hopefully this will help students to engage more for next year. Those students with 100% attendance will be getting a Thorpe Park trip and there will also be a Graduation ceremony at the University for those students with 95%+ attendance will receive an award, along with the Reading Buddies.

**The Chair commented that this is fantastic.** Dave Gill added that when Brian Lightman visited school today and he was blown away by what is happening with our students and the enthusiastic volunteers. Dave added that Kat tends to under egg what she has done.

**A Governor asked what format the sessions take, is it one to one, or one reader with more than one student.** Kat responded that there are three students in a group, if they are a long way behind and six if they are stronger readers. Sometimes if attendance is down, it could be one to one, or if no students turn up the reading buddy will help out with another group.

**The same Governor asked how the training with buddies is carried out.** Kat replied that their first session was with a member of the English team, but with the bigger groups they decided to have a lot of people contribute by video. The English Faculty Leads also did a video on how to run the sessions, which was brilliant and they also had contributions for Health & Safety and Safeguarding. The Buddies still came into school and watched the videos with Kat and took part in some discussion sessions. Kat added that anyone who couldn't make this week had an online session during the holiday.

**The Governor commented that this is a fantastic initiative and as it is the first time it has run, hopefully next time the programme will take off more and maybe some of the Buddies will be able to train others. The same Governor asked how long the sessions are.** Kat responded that they are 30 minutes long as she was keen they didn't go into Lesson A.

**The Governor asked whether they will carry out an impact survey on the levels of reading and whether the programme has helped improve the levels of reading.** Kat responded that students have already done two reading assessments this year and are currently doing a third. Kat added that she is not sure whether the current programme will make a difference to reading ages, but it should over time. **The Governor thanked Kat for sharing this information with Governors.**

**The Chair said that students enjoying this programme should do a lot for their confidence and asking questions in class – what is the feedback from teaching**

Signed by Chair:



Date: 6<sup>th</sup> July 2022

**staff?** Kat responded that she has had lots of feedback, such as students now being happy to read aloud in class and she has done a questionnaire with staff and is looking forward to getting some information back from them and the English team in particular.

**Action**

## 75/22 Year 11 Update

Dave explained that DC4 is the final set of prediction for Year 11, which closed just before the Easter break. Dave informed Governors that in terms of predictions, anything they have done this year is based on the predictions for 2019. Dave explained that this year Ofqual's aim is to deflate down to the 2019 standards gradually and the predictions are based on 2019 to be cautious, whilst being able to compare to previous cohorts.

Dave added that they are in a worryingly strong position and are looking good and hope to deliver on the predictions. The evidence has been compelling and students coming out of exams look really positive – this could be that exam boards have reviewed the papers this year to make sure they are fair. Dave commented that they have got Year 11 to where they need to be just in time and they are well prepared.

Dave said if you look at the amount of social times Year 11 have missed, it would probably be about six months, but they had about twelve months where they didn't have the broader interactions and they are conscious of this and want to support them going into college as they don't seem ready to leave school yet. Dave informed Governors that they are currently ticking along on 86% attendance, which is unusual for this time in the exams – we are doing a good job, but students are desperately hanging onto us. So the damage is more social than academic and we are aware that the transition into college will be difficult for them and we therefore want to support this.

Dave outlined the targets and explained in summary they are measured by the 7+, 5+ and 4+ in English and Maths

Dave informed Governors that they are measured on 7+, 5+ and 4+ in English and Maths. Dave added that for 7+ is at 10% and improvement from 8% the previous year and 2.5% above where they have ever been. 5+ has stayed the same at 38% and on par with 2019. 4+ is the most important, with a target of 64% and is key for many of our students.

### Groups

**Boys' vs Girls** – Dave explained that there are no surprises at 7+, but when you look at 5+ girls and boys are on par with each other, this is a result of the significant effort as a school with girls.

**Non-EAL** – Dave reported that they are closing the gap at 5+ and 4+, but not as fast as they would like. 4+ however is on par historically with where it has been.

**PP vs Non-PP** – Dave commented that 4+ is the key group for this group and they predict that 60% of students will secure this, whereas only 50% have done so before.

### Foundation Subjects

Dave explained that these are the option subjects and there is always some volatility because of the small cohort, although nothing jumps out, which is a good indication that there are no surprises and they are therefore confident with what they are doing

**The Chair commented that it puts a smile on your face to know that the kids have come through.** Dave agreed that they are a delightful year group.

**A Governor said that it is brilliant to hear about the potential success of this year group and what Dave said about them wanting to stay on at school longer – are**

Signed by Chair:



Date: 6<sup>th</sup> July 2022

**you going to do any college work with them this year?** Dave commented that colleges are very much back to normal, so as far as doing prep days go, they are much more face to face this year. They are however doing a lot more work with the at risk of NEET students – 50 students, who might wobble during the transition process. SLT will be taking on five students each and will get in touch with them on results day and when they get to college. The Lead for the IAG group is taking groups of students on Taster days to the colleges and a member of staff will be located in the canteen for students who will be able to see them during the day.

**Action**

Dave added that the Head of Year will also be on hand to support students in September on their first day at college and information such as safeguarding will be passed onto the colleges in September.

**A Governor commented that this is good to hear and having a base at the colleges on the first day is really good.** Dave said that this is new this year and it is worth the investment and whilst the year group gets handed over to their new Year Leader, Hazel Evans will have some time to do this.

## 76/22 **PSHE Next Steps**

Harriet Phillips joined the meeting and explained that she has carried out a review of PSHE, with a focus on KS3. Harriet added that a KS4 review will take place this term.

Harriet informed Governors that CPSD is an area that isn't as strong as other departments and her remit was to identify how it could be strengthened and what changes are needed. The first stage was to review the department's documentation, which she did initially and then again with Mark Bagust from an SI basis.

Harriet said that she also looked at the curriculum to see what is happening in lessons and went into every teacher's lessons to speak to students and look at their work. A Student Voice meeting took place and Harriet also revisited lessons with Mark Bagust to look more intently at student books. Harriet added that she will also be carrying out an Impact Survey with students.

Harriet reported that she also met with staff to see how they feel going forward and it was clear to her and Mark that statutory guidance is being covered, but after running this through diagnostics, which said they should be a Grade 2, it is clear that there is work to be done to improve the subject.

Harriet also looked at the Knowledge & Skills document with the Subject Lead, who was able to take her through the document and it highlighted that although the documentation is good, it could be more succinct and precise, meaning that the rest of team would be able to articulate it as well as the Lead. Harriet commented that they are continuing to build on the important skills that students need and as a result of going through all this information, it is clear that there is room for improvement right from KS2 through to KS5.

Harriet informed Governors that 14 lessons were visited in total and it was clear that students could articulate their learning going backwards and forwards. What is not as consistent is how their learning links to previous years, which could be down to Covid and is something they will need to work on, so there is a clear programme that students can articulate.

Harriet commented that all students were engaged with their learning and could see the importance of the subject, especially when there was a structured oracy task, although Harriet felt that there was sometimes a reluctance for this type of task, but they could see the need to be able to speak fluently.

Signed by Chair:



Date: 6<sup>th</sup> July 2022

Harriet also felt that the quality was mixed and this is down to lots papers provided for lessons and feels that students should have time to write clear notes, rather than rely on papers handed out; clear notes will help students to go back over their work moving forward. Harriet added that she went into one class where they were looking at FGM and the students, who are in Year 9 could tell how the subject was linked to what they did in Year 8 and they were knowledgeable about it, but she wants them to have clear records to look back on.

Harriet also held a Staff Voice meeting in October and what was obvious was how passionate the team are about their subject and that they are proud to be part of the team pushing this forward.

In summary Harriet informed Governors that Mark and herself saw good quality lessons, but felt that sometimes the teachers creativity was stifled and that the format of what are provided with to teach a subject is not where they want it to be. Staff also said that they would like more time to collaborate and come up with more teaching strategies. When Harriet asked the teachers about the spiral curriculum, they weren't as clear about it as the Lead was and they had just general answers and this was down to the documentation not being shared, but this is something that can be worked on with the Lead.

Staff value CPD and Yellow Door came in and worked with the team to refresh the subject and this also highlighted the CPD needs to be more regular.

Harriet added that the students she spoke to in lessons could not only articulate learning but also some the more difficult concepts such as radicalisation and she would like to carry out a survey with students to find out whether their learning has changed their behaviour. Students also said that they feel like they are able to ask questions in and out of class, which links to the point about students being able to articulate about the subject and what this can do for them in the wider world.

Harriet informed Governors that she has already discussed the next steps with the SLT and the first thing they will be doing is appointing a passionate leader for the team to pass on their knowledge and skills in a clear way that will raise the subject to a higher level and the team will also be reduced for eight to four members of staff.

Claire Herridge will be looking at the timetable as part of this to find a time for the team to meet that doesn't interfere with faculty time. Harriet added that the QA carried out by the Lead needs to be quality and well-structured and this result in a good quality curriculum tracking which will bring the department in line with other departments at Cantell – with a good Lead there is a lot to be excited about for the next steps.

**The Chair commented that she remembers walking around school and visiting some of these lessons and some were better than others and this comes from having a big team. This subject needs someone to drive it who can galvanise students and lead the way to quality teaching, which has been difficult for some members of the team – a smaller group will be excellent.** Harriet agreed adding that the subject also needs teachers who enjoy teaching the subject, which will make a big difference to improving the life choices of students and how they keep themselves safe. Harriet added that they are pleased that they are cutting the team down to four and that they can appoint someone who is passionate about Cantell. **The Chair agreed that this will be good as it is an excellent subject.**

**A Governor thanked Harriet for taking Governors through this information and agreed that a small team will galvanise the subject and allow students to be more creative in their lessons as well as staff and it fits into allowing students to be global citizens. The Governor added that she has done work in HE on critical thinking and this is a great transferable skill which makes students more**

**employable. The Governor said that she is looking forward to seeing the next steps.** Harriet commented that she will start scrutinising lessons in more depth with the new Lead to see where all this fits in and the Governors point has a good overriding thread to it. **The Governor commented that the six steps to critical thinking is a good work to look at and there is lots more out there that can be used to help with this** **Action**

**The Chair asked when Harriet is hoping to appoint a Lead.** Harriet responded that they will sending an email out to staff next week and Ian is currently writing the job description. **The Chair commented that one of the things that must happen is that staff as a whole know it is a worthwhile subject and in line with areas such as English and Maths – the topics covered are important often to their well-being, allowing students to learn, explore and have in-depth discussions in a safe environment.**

## 77/22 Safeguarding Audit Report

Ian Creswell informed Governors that he would add some context to the Safeguarding Audit Report, explaining that the Audit had been carried out by Mark Bagust and a Designed Safeguarding Lead (DSL) from another of the Trust Schools as part of a collaboration exercise across the Trust.

Ian commented that Safeguarding is a strength of the school and it didn't matter who they spoke to during the review, staff or student, everybody was able to say that they are safe and happy and that they know what to do if there is an issue – which is a real strength of the school.

Ian explained the Action identified in Red:

- Replace the locks on toilet cubicle doors, which hadn't been poorly installed in the past. The locks have now been replaced with more robust ones.

Ian outlined some of the recommendations in orange and the actions:

- A student voice was held about student toilets and they said they have got used to having Year group toilets during Covid and some of the younger students find it intimidating having share with the older years. As a result the Level 0 toilets are for use by Years 7, 8 & 9 only and the Level 1 toilets, which were previously staff toilets are now for use by Years 10 & 11. Ian explained that the staff and student toilets were swapped, as the staff toilets are larger and give students more space.
- CPOMS – regular updates will now be made by Year Leaders, who are now setting themselves reminders to do updates, to close the loop on outstanding issues. Ian added that Year Leaders will also be getting some wider CPOMs training, probably on the September Inset day, because there is so much more that can be done in CPOMs.
- Home visits – these are now returning to pre-Covid levels and they will now tighten up on the key groups such as SEN, to see which students haven't been in touch each day – this will have a real impact on some students.
- Registering new staff for DBS – Ian reported that he will be meeting with the Chair about this issue during their next Safeguarding meeting.
- Survey for parents – Ian reported that he arranged for a survey based on Ofsted questions to be set up.
- E-Safety – Ian informed Governors that members of the SLT are already working on this issue over the last half term and Harriet Phillips has been carrying out a review of PSHE.

Ian added that in the main text of the report it mentions low fencing Ian commented that you would have to climb over brick wall to access this fencing, but they are looking at the area again to see if they can make it more difficult to access, but it is not quote how it is written in the report.

Governors NOTED the Whistleblowing Policy which the Finance Committee had requested be brought to Governors attention, so that they know its contents and are able to say they are aware of its contents.

79/22 **Finance Committee**a) Minutes of the Finance Committee Meeting held on the 4<sup>th</sup> May 2022

Governors NOTED the Finance Committee Minutes of the meeting held on the 4<sup>th</sup> May 2022.

In the absence of the Chair of the Committee, another member of the Committee informed Governors that the Committee had looked at:

- The accounts which were APPROVED by the Committee.
- SLAs
- Bench Marking
- Three Year Budget
- Charging & Remissions Policy.

The Governor commented that there was nothing contentious reported, although she had asked for the Whistleblowing Policy to be brought to the WGB's attention, so Governors are aware of its contents. The Budget was also RECOMMENDED to WGB for information.

b) Budget April 2022 – March 2023

Governors NOTED the Budget for April 2022 – March 2023 as RECOMMENDED by the Finance Committee for INFORMATION.

c) Charging & Remissions Policy

As the meeting wasn't quorate the Clerk agreed to forward the Charging & Remissions Policy, as RECOMMENDED by the Finance Committee, to Governors for APPROVAL by email.

**Clerk/  
All**

80/22 **Staffing Committee**a) Minutes of the Staffing Committee Meeting held on the 4<sup>th</sup> May 2022

Governors NOTED the minutes of the Staffing Committee held on the 4<sup>th</sup> May 2022.

In the absence of the Chair of the Staffing Committee, another member of the Committee informed Governors that at the meeting they had looked:

- Complaints, which there were very few of
- Employee Welfare - the School Business Manager had talked them through some of the challenges and some of the support offered to staff, and which members of staff HR are currently supporting.
- Exit Interviews
- Starters and Leavers.
- Professional Development Policy

b) Freedom of Information and GDPR Policies

**Action  
Clerk**

As the meeting wasn't quorate it was AGREED that the Clerk would email the Whole Governor Body to ask them to APPROVE the Freedom on Information and GDPR Policies, which had been RECOMMENDED by the Staffing Committee.

81/22 **Governor Reappointment/End of Term of Office**

As the meeting wasn't quorate it was AGREED that the Clerk would email the Whole Governing Body to request APPROVAL via email of the reappointment of John Draper for a further 4 year term of office as a Foundation Governor and Chris Dancer also as a Foundation Governor until the end of the academic year on the 22<sup>nd</sup> July 2022.

**Clerk**

82/22 **Chair Update**

The Chair reported that she has been in touch with the Head for their weekly meetings, when he is available, although he is very busy at the moment.

The Chair informed Governors about the Government White and Green papers that are out and asked Governors to read them both before the next meeting in July, as this is something they will probably have to look at as a Governing Body. It was AGREED that the Clerk would forward a link to the papers to Governors.

**Clerk**

The Chair said that she has visited school and it was nice to see how pleasant the children are and she agrees that Year 11 are a lot younger than their age this year, which is understandable and hopefully the next couple of years will be good for them.

The Chair said that she will meet with Ian Creswell again for Safeguarding, adding that in their discussions, she brings up issues which she feels need further investigation, such as, some teachers not having a DBS because of the length of time they have been at school.

83/22 **Any Other Business**

There was no other business.

84/22 **Date of Next Meeting**

Wednesday 6<sup>th</sup> July 2022 at 5.30 p.m. – face to face in school.  
That concluded the business of the meeting. The meeting closed at 7.00 p.m.

Page No	Minute Number	Item	By Whom	By When
6.	79/22 c)	Clerk to email WGB to request APPROVAL via email of the Charging & Remissions Policy	Clerk	Complete <b>Approved</b> 14.6.22
7.	80/22 b)	Clerk to email WGB to request APPROVAL via email of the Freedom of Information and GDPR Policies	Clerk	Complete <b>Approved</b> 14.6.22
7.	81/22	Clerk to email WGB to request APPROVAL via email for Governor reappointments.	Clerk	Complete <b>Approved</b> 14.6.22
7.	82/22	Clerk to send Governors a link to the White and Green Papers.	Clerk	Complete

Signed by Chair:



Date: 6<sup>th</sup> July 2022