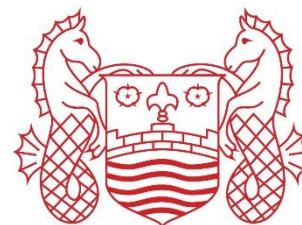


**The Netherhall School and Oakes College
Local Governing Body
Meeting Minutes**



28 September 2020

Governors Present

Shelley Monk (SM Chair), Chris Tooley (CT Principal), Gilles Monniaux (GM), Nicky Odgers (NO), Rob Driscoll (RD), Rachel Calder (RC), Paul Bullen-Smith (PBS), Kit Temple (KT), Ellie Wood (EW) and Claire Jefferey (CJ)

Others Present

Karim Marsaoui (KM Head of Oakes College)), Tom Hunter (TH Assistant Principal), Daniel Carlson (DC Primary Liaison Leader) and Kerrie Jones (KJ Clerk)

	ITEM	ACTION
1.	Acceptance of Apologies for Absence There were no apologies for absence.	
2.	Declarations of Interest with regard to agenda items There were no declarations of interest. Governors were asked to complete and return forms for 20/21.	
3	Agree minutes of last meeting and matters arising not on this agenda The minutes were agreed as a true record and will be signed when face to face meeting resume. Outstanding actions and matters arising: <ul style="list-style-type: none"> • Sixth form data format is to be discussed with KM • Jim Hill has updated the RSE policy. He will highlight the changes and send by email. NO commented that there has been a very recent update. All other actions had been completed.	CT to ask JH to check the update then KJ to circulate final version. Approve at next LGB
4.	Update on School re-opening (CT) <ul style="list-style-type: none"> • Start of term (staff & student welfare) The update summary had been shared and questions were invited. Q <i>How does the school deal with any non-compliance with regard to wearing of face masks?</i> A This is part of Behaviour Policy sanctions. It is a minority of students who don't comply. Exclusions can be imposed - students working at home with parental permission. They can return to school with a safety plan. Q <i>How are things going generally, and in particular with regard to staff wellbeing?</i> A Things are going smoothly and staff feel school is a safe environment. The staggered start is helpful. However, one consequence of working so hard to achieve this is the tiredness and exhaustion of staff. Q <i>How is student wellbeing?</i> A Students are coping well. Reboot work is focussing on wellbeing. Y7s have generally settled well, although a few were 	

	<p>anxious at the start. There have been phone calls home for all Y7s.</p> <p>Q <i>Might there be an issue with capacity if staff have to self-isolate?</i></p> <p>A Yes this may be an issue and it wouldn't need to be many staff off for a year group bubble to have to close. We have given guidance about symptoms to try to avoid staff isolating when they just have a cold, but we advise them to get tests and stay at home if there is any uncertainty. However, there is currently an issue with obtaining tests. At the moment we are using teachers to cover classes where we wouldn't usually.</p> <p>Q <i>Do you have a plan for what happens if teachers are off?</i></p> <p>A Yes, there is a 5 tier approach that the Government has set out.</p> <p>Q <i>Previously online 'live' teaching was not compulsory for teachers. What about going forward if there is a lockdown?</i></p> <p>A Faculties need to decide the best way to provide quality provision and this isn't always live lessons.</p> <ul style="list-style-type: none"> • Risk assessment The current risk assessment had been shared. Any issues will be dealt with as they arise. Most recently there was an issue highlighted with keeping fire doors open to avoid touching them but needing them to be closed in the event of a fire. In response the Trust has installed magnetic guards which will close the doors automatically in the event of a fire. • Q <i>Is there a separate risk assessment for the sports centre?</i> A Yes, each sports centre in the Trust conducts its own risk assessment within standard Trust guidelines. This is overseen by Michelle Wilson. • Q <i>Will the risk assessment be updated in an ongoing way?</i> A Yes, it will be updated in response to new guidance and announcements • Trust Health & Safety visit Duncan Cooper visited on behalf of the Trust. Netherhall had the most ambitious model of all the Trust schools as it is not reliant on school buses. However, plans are working well and the 3 action points from the visit (detailed in the summary) have all been actioned. 	
5.	20/21 numbers and strategies for 21/22	
	<ul style="list-style-type: none"> • KS5 KM had circulated an update for Governors. There has been a clear recruitment strategy and enrolment is up this year to 141. The iOakes initiative has been very successful and Oakes is a growing brand. The Trust has been very supportive and 60% of students have come from Trust schools. The majority of students selecting Oakes as first choice have enrolled. • Q <i>Is there a reason that Bassingbourn sends fewer students than the other Trust schools?</i> A The reason is a geographical one. We started to look at possible transport links but this had to be put on hold when the pandemic struck. • Q <i>Which other Sixth Form do Trust Y11s go to?</i> A We don't currently have that data. 	

	<ul style="list-style-type: none"> • KS3 <p>DC reported that the new Y7s have settled in very well with no major issues. The students are cooperative and hard working.</p> <p>The last 3 years has shown a decline in those choosing NHL as first choice. Places have nearly always filled when students during subsequent rounds of offers. However, this year only 159 students have enrolled out of a possible 180.</p> <p>Q <i>Do you know the reason for this?</i></p> <p>A There are probably a number of issues. Demographically there were fewer students this year. We also know there was an issue last year with students being enrolled at Coleridge instead of NHL due to an error by the LA. This will have had a knock on effect on sibling enrolments.</p> <p>Q <i>What are recruitment numbers to other schools?</i></p> <p>A We don't know all numbers currently but we believe that Trumpington is below PAN whilst Coleridge and St Bede's are both full.</p> <p>Q <i>What strategies do we use to attract students?</i></p> <p>A We work with the primary schools but don't know if everything is passed on to parents. We do need to be mindful of how we work with those primary schools who send students to NHL but who are not feeder schools.</p> <p>DC explained the events that were due to take place for Y6 last year, although not all of these could run due to Covid-19. Covid continues to affect the ability to interact with Y6 parents but there are virtual sessions planned such as a live webinar with Q&A on 8 October.</p> <p>NHL will continue to offer services to primary schools even though sometimes they don't engage well.</p> <p>DC thanked Libby Fox for all her work marketing the school on social media.</p> <p>KT offered to assist with the use of 3D cameras which may be a good option for future years.</p> <p>Q <i>Have you thought about continuing to use some of these virtual strategies in the future for those who can't attend?</i></p> <p>A Yes, we will now think about new ways of doing this for the future. The new website will also provide more versatility.</p>	
6.	KS4 & KS5 exam results	
	<ul style="list-style-type: none"> • KS5 <p>KM reported on outcomes for 2019-20. Awarded grades showed an improvement on the previous year and an even greater improvement once revised grades were used. The majority of students achieved their first choice university.</p> <p>Q <i>In summary the final grades look very similar to the initially awarded grades – was this the case?</i></p> <p>A Generally the grades were quite fair and there was no huge difference at an individual level.</p> <p>Q <i>Given the potential risk to exams again this year, what is the key learning from this?</i></p> <p>A Students need to be consistent across both years rather than leaving everything to the last minute. Staff are now clearer about grading and ranking students and so should be more accurate in predicting grades.</p> <p>Q <i>Is this year's cohort stronger?</i></p>	

	<p>A Yes, they have a higher start point than previous years</p> <p>KM thanked governors and staff for their support during this time of building and growing the Oakes.</p> <p>Q <i>Is this a sustainable position over time?</i></p> <p>A Whilst we acknowledge that high input is required, the students are happy and safe and we will look at ways to minimise impact. We are in a strong position and will continue to work with the Trust who are very supportive.</p> <p>• KS4</p> <p>TH explained that it is difficult to draw any meaningful conclusions from the centre assessed grades, although there are some useful questions which can be asked such as how students achieved compared with targets and how the process can inform assessment. It is clear that some faculties need more support with grade predictions. The key groups to focus on have not changed.</p> <p>Q <i>Which are the mock grades used?</i></p> <p>A The mock grades are from Nov 2019. If a mock was also done before lockdown this was used but this only applied to a very small number.</p> <p>Q <i>What is the anticipated grade?</i></p> <p>A This is the grade predicted before CAG. For some these were similar whilst for others there was a significant difference and there were various reasons for this.</p> <p>Q <i>How are the targets generated?</i></p> <p>This is from KS2 data using FFT20</p> <p>Q <i>What did you learn from this year in case this happens again?</i></p> <p>A Some departments were very good at predictions whilst some found this more challenging. We will work with faculty leaders on this and will also look at how mock exams are conducted and data processed as for some there is a significant difference between mock and final grade and the quality of mock is important.</p> <p>Q <i>What support will you provide for faculties?</i></p> <p>A There will be different strategies depending on the faculty; there are complicating factors for some.</p>	
7.	<p>Pupil Premium statement</p>	
	<p>TH explained the statement</p> <p>Q <i>How have pupil premium (PP) students fared during this period?</i></p> <p>A Nationally those children have done poorly and the gap has widened. At NHL we have tried very hard to engage PP online such as with live lessons and additionally we have been able to get computers to these students. Our PP students have therefore done better than nationally. However, many of these students have done hardly any work in lockdown and have returned to schools with gaps. Catch-up will help mitigate this but the impact of having no school is very difficult to deal with.</p> <p>Q <i>Do we have plans in case a lockdown happens again?</i></p> <p>A Yes, we are already identifying students at risk so we know which don't have IT access. When the Spring lockdown occurred we did not have all this information.</p>	

	<p>TH clarified that the statement is a review of last years strategies and impact. Everything is being continued this year and a document detailing expenditure for 20-21 can be found on the website.</p> <p>Governors requested amendments to the statement to include reference to Covid-19 and planned expenditure for this year.</p> <p>Q <i>Are the interventions going to be more KS4 focussed because of the impact on those students in particular from Covid-19?</i></p> <p>A Much of this will be covered by KS 4 catch-up funding instead. Some of the planned interventions can't be done with Covid-19 restrictions.</p> <p>Q <i>In preparation for a possible second lockdown, can we learn from what has happened and can students feedback from their experiences?</i></p> <p>A There have been student surveys and student voice to allow input from students. They were asked about their experience when they returned.</p>	<p>TH to amend and circulate by email. To be approved at next LGB</p>
8.	Strategic Planning	
	<ul style="list-style-type: none"> • SIP update Last year's SIP priorities remain in place for this year. There is currently a focus on day to day operation. Whole school priorities for the next 3 years are being looked at and SLT will work with governors to identify these. • Q <i>Since everything has changed, why does the SIP not reflect the focus on the day to day priority that is the reality?</i> A This operational side is covered by the Covid-19 risk assessment. The SIP priorities are ongoing and whilst our current focus has shifted, these are still important. Teaching and Learning and assessment are very important elements at the moment. • Q <i>Are there some low priority strands that could be removed?</i> A It would actually be more difficult and time consuming as the SIP would need to be rewritten. There may be areas on the SIP that are just not completed. Governors suggested that perhaps the key priorities could be highlighted, perhaps by colour coding. • SLT structure CT explained the changes to SLT and noted that Sean Dooley has joined SLT. Steve Lewis has taken on Safeguarding. The SLT list was included in the Principal's update on re-opening • Finance update A brief summary of the financial situation was included in the Principal's update on re-opening. It was clarified that there is no additional funding available. Finances will be scrutinised in detail at the next Resources Committee meeting. 	<p>CT/DB to look at SIP priorities for 2020-2021</p>
9.	Risk Register	
	<p>Governors discussed the best way to approach updating the risk register. It was agreed that governors would send any comments to KJ to update the master copy.</p>	<p>Governors to send comments to KJ by mid- October. KJ to update master copy</p>

10.	Governance items	
	<ul style="list-style-type: none"> Policy reviews <u>Trust Safeguarding Policy</u> There was discussion around the way the policy is reviewed and given to LGBs and some frustration at what seems to be an inability to feed back. KJ advised that comments on the policy should go via the Trust safeguarding group and that Steve Lewis will be the NHL representative next year. KJ confirmed that a list of designated people could be added as an appendix. The policy was adopted subject to the addition of the staff list <u>Trust Health and Safety Policy</u> The policy was adopted, it was unchanged from last year. <u>Y12 Admissions Policy</u> – this was approved Governor Planning meeting A virtual meeting scheduled for 21/10/20 was confirmed. Plans for the whole year will be considered. 	<p>Comments on the Safeguarding Policy to be fed back to the AL Safeguarding Group via SL</p> <p>KJ to add list</p> <p>SM will email out details</p>
11.	AOB	
	<ul style="list-style-type: none"> KJ reminded governors that Trust Safeguarding training sessions will take on 5 and 13 October The Chair informed governors that CTs HT appraisal took place today. Governors thanked CT and all NHL staff for making a very difficult time as good as it can be 	
12.	Date time and venue of next meeting	
	LGB 7 Dec Resources 4 Nov TLB 9 Nov All at 6pm The meeting ended at 8.20pm	

Items for Future Meetings

Meeting	Item
LGB	Approve RSE policy Approve Pupil Premium Statement

Action Log

ITEM	ACTION	DEADLINE	RESPONSIBILITY
3	Ask Jim Hill to check the RSE update then forward to KJ for circulation		CT
7	Amend PP statement and circulate by email.		TH
8	Look at SIP highlighting		NO/CJ/SM/CT
9	Send risk register comments to KJ KJ to update master copy	Mid October	all
10	Add staff list to Safeguarding Policy	asap	KJ
10	email details of planning meeting	Before 21/10/20	SM