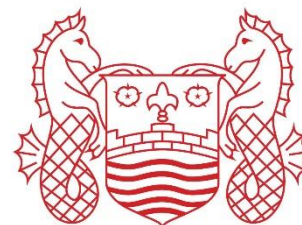


**The Netherhall School and Oakes College  
Local Governing Body  
Meeting Minutes**



21 March 2022 via Teams

**Governors Present**

Shelley Monk (SM Chair), Chris Tooley (CT Principal), Nicky Odgers (NO), Paul Bullen-Smith (PBS), Ellie Wood (EW), Rachel Calder (RC) and Kit Temple (KT)

**Others Present**

Pauline Ball - AL Trustee (PB), Steve Lewis (SL), Tom Hunter (TH), Karim Marsaoui (KM), and Janet Goldsworthy (Clerk)

The meeting was quorate throughout.

	<b>ITEM</b>	<b>ACTION</b>
<b>1.</b>	<b>Acceptance of Apologies for Absence</b>	
	Apologies were received from Gilles Monniaux that were accepted by governors.  SM welcomed PB to the meeting and requested any feedback that PB felt would be useful to the LGB. PB introduced herself as a new AL Trustee who had held a range of senior positions within education in the South East region and was now retired.	
<b>2.</b>	<b>Declarations of Interest with regard to agenda items</b>	
	There were no declarations of interest.	
<b>3</b>	<b>Agree minutes of last meeting and matters arising</b>	
	There were no amendments to the minutes of 17.01.2022 and the minutes were subsequently approved by all governors present.  The recording of the minutes for the LGB on 08.12.2022 had been found and JG was compiling the minutes and would bring them to a future meeting for approval.  JG had received the Declaration of Interest and Photo Consent forms and would produce the Register of Business Interests in due course.  The measurement of SIP strands would be discussed at the next LGB in May 2022. SM and JG had received the Zoom licences from CT.	<b>JG</b>  <b>JG</b>
<b>4.</b>	<b>Principal's report and Secondary Hub quality criteria</b>	
	The Principal outlined key points from his report which governors had received in advance of the meeting:- <ul style="list-style-type: none"> <li>• The school continues to grow with Years 7, 8 and 10 all full and Year 9 almost full. Waiting lists have been compiled.</li> <li>• There was not much change in the exclusion data.</li> <li>• Attendance is reducing at 90% although NHL are still significantly above the national threshold of 88%.</li> <li>• PP attendance is concerning and PA (Persistent Absence) is higher than pre-pandemic levels. However, this is likely to be</li> </ul>	

	<p>due to the fact that Covid absences are included as absences this academic year.</p> <p><b>Q</b> Can you explain a little more about the PP attendance levels?  <b>A</b> As support from PP parents is often less than non PP, PP pupils are disproportionately adversely impacted by Covid absences.</p> <p><b>Q</b> There have been reports of pupils becoming more anxious about coming to school. Is this the case at NHL?  <b>A</b> Yes, 12 students are currently claiming absence due to medical needs as a result of anxiety. In these cases, the school has to provide alternative provision at a costs of £6 – 10k per annum.</p> <p><b>Q</b> How are these pupils supported to get back to school?  <b>A</b> There are weekly checks on these pupils by the pastoral team, in addition to staged returns through Individual Education Action Plans.</p> <p><b>Q</b> Is any medical confirmation required in these cases?  <b>A</b> No diagnosis just a letter from the GP.</p> <p><b>Q</b> What is the LA doing to support with these cases?  <b>A</b> There is no real support from the LA. In fact, the time offered by attendance officers is being reduced.</p> <p><b>Q</b> There was reference to a complaint in the Principal's report – can you tell us more?  <b>A</b> There was a complaint against a member of the pastoral team who, it was claimed, had spoken in an unprofessional manner to a parent. The complaint was investigated and found not to be substantiated.</p> <p><b>Q</b> There appear to be significant challenges ahead for SEND in September 2022. How is this being planned for?  <b>A</b> There is significant complexity of needs in September 2022, including visual impairment and cerebral palsy. All SEND pupils will undergo Summer visits. EHCP funding is reducing and the issue is that the school does not know if the pupils will be coming until September. Three new TAs have been recruited for September 2022. A Mental Health expert and a Learning Mentor for The Oakes College have been recruited to start in April 2022.</p> <p>Governors were robust in their review of the QA for the Secondary Hub and discussed whether or not attendance should move from green to orange. As the school is still above the national threshold, it was decided that this should remain as green.</p>	
<b>5.</b>	<b>Abstract Foundation</b>	
	<p>The school is working in partnership with The Abstract Foundation (TAF) in a joint project to increase the life chances of pupils in Cambridge and the surrounding areas through integrated family partnerships and innovative curriculum developments. The initial funding of £100k is expected to arrive on 31.03.2022. It was confirmed that TAF has no links with Russia. AL has confirmed to TAF that it will monitor any funding received. An advert for a Project Manager to lead the Integrate project will be sent out soon,</p>	

	<p>an initial cohort will be identified and a quotation for a website will be sought. Links and partnerships are currently being formed and a visit to an alternative curriculum site has been planned.</p> <p><b>Q</b> What kind of projects will be planned?</p> <p><b>A</b> Projects involving the community. NHL's involvement is to provide a venue and a website and develop programmes using the partnership approach.</p> <p><b>Q</b> Is the work to be shared with other AL schools?</p> <p><b>A</b> All other AL schools will be invited to participate and it is intended that the whole community will have access to the provision on offer at NHL.</p> <p><b>Q</b> Has the programme been publicised yet?</p> <p><b>A</b> Not at this stage.</p>	
<b>6.</b>	<b>Safeguarding update</b>	
	<p>Steve Lewis joined the meeting to discuss the safeguarding report which had been available to governors in advance of the meeting.</p> <p><b>Q</b> The report mentions a visit by the Crisis Team – what had happened?</p> <p><b>A</b> The Crisis Team had been alerted to a NHL pupil. However, after the LA had reviewed the referral, it would seem that the pupil did not want the support of a young people's worker and the mother had refused the support of a family worker, so the case could not be progressed. The safeguarding team in school will discuss the case weekly and will refer again if required.</p> <p><b>Q</b> Year 10 seems to be subject to significantly more referrals – is there a reason for this?</p> <p><b>A</b> Yes, this year group are always more experimental at this age.</p> <p><b>Q</b> What is the process for tracking child protection in school?</p> <p><b>A</b> The monthly core group meeting follows up on all CP cases.</p> <p>It was agreed that SL would prepare some supplementary safeguarding training for governors for the May LGB.</p>	<b>SL</b>
<b>7.</b>	<b>Preparing for exams – Year 11 and 13 mock data, predications and strategies</b>	
	<p>TH joined the meeting to discuss the Year 11 data report which had been circulated to governors in advance of the meeting.</p> <p>TH informed governors that this was not the final data as Year 11 were currently in the middle of their second set of mock exams.</p> <p><b>Q</b> How are the targets set?</p> <p><b>A</b> This Year 11 had sat SAT tests so secure judgements had been possible. The school had erred on the side of caution in using 2019 grade boundaries as standards for 2021/2022 had been 'grey'.</p> <p><b>Q</b> It appeared as though there was some inconsistency between the results for English Language and English Literature – was there a reason for this?</p>	

	<p><b>A</b> No, it was simply that the mocks had been sat at different times in the school year.</p> <p><b>Q</b> Were there any subjects of particular concern?</p> <p><b>A</b> Media -staffing had been an issue They were a strong set of results given the pandemic situation.</p> <p><b>Q</b> When it is thought that there are pupils who may not turn up for exams, what support is available and does the school engage with the parents?</p> <p><b>A</b> There is support available but these pupils are generally the ones with little parental support in the first instance and so the response is not normally good.</p> <p>TH asked if the format of his report had been clear and governors confirmed that it was with some minor improvements. Governors thanked TH for his report and for attending the meeting.</p> <p>TH left the meeting and KM joined the meeting. The Year 13 data report had been circulated to governors in advance of the meeting.</p> <p>KM said that there was much anxiety amongst the Year 13 students who had not sat their GCSEs prior to these exams.</p> <p><b>Q</b> Economics results look poor – is there an issue here?</p> <p><b>A</b> The economics results are taken from a small sample size and 4 of the students are off target due to trauma and personal circumstances which is skewing the data.</p> <p><b>Q</b> Have students been offered support in producing a revision timetable?</p> <p><b>A</b> Students are encouraged to attend after school revision clubs when they feel they have gaps in their knowledge rather than revision be tutor led.</p> <p><b>Q</b> What are attendance levels for the after school revision clubs?</p> <p><b>A</b> Students are individually requested to attend the sessions which are also attended by highly motivated achievers.</p> <p><b>Q</b> What is the wellbeing of those students due to sit exams?</p> <p><b>A</b> Many are scared and anxious which is exacerbated by uncertainty over grade boundaries and the fact that the maturity of their academic writing has suffered as a result of the pandemic. University offers seem to be higher this year which is also causing more anxiety.</p> <p>Governors thanked KM for his report and for attending the meeting.</p>	
<b>8.</b>	<b>Risk Register</b>	
	<p>The Risk Register had been completed by CT and had been mentioned at the AL governance forum as an excellent example.</p> <p>SM said that AL would like each LGB to review risks in relation to what has been discussed on each agenda as the last item on each LGB agenda.</p> <p>Item 8 of Risk Register – risks relating to exam results for media as a result of recruitment challenges had been discussed.</p>	

	<p>However, the risk was not felt significant enough to amend the risk rating in the register under item 8.</p> <p>Item 16 of Risk Register – risk that performance of academy is being negatively impacted by exam anxiety and uncertainty over grade boundaries had also been discussed but again, the increased risk was not sufficient to amend the register as staff were working to mitigate the risk.</p> <p>Item 14 – there had been discussion of the need for evidence in the SIP to show impact but CT was to report on this at the May LGB and how the structure of the SIP had been reviewed to clarify the concrete steps which would be taken to add quantitative measures to the plan.</p>	
<b>9.</b>	<b>Committee meeting updates</b>	
	<p>NO summarised the key points from the last TLB meeting on 09.02.2022.</p> <p>The Resources meeting had been postponed as it would not have been quorate. JG to organise a new date for the postponed meeting</p>	JG
<b>10.</b>	<b>Governance items</b>	
	<p>The Safeguarding Policy was approved but governors would send comments on the formatting of the policy to JG who would report to AL.</p> <p>Contact names needed to be added to the Safeguarding Policy.</p> <p>A link to the Safeguarding Policy needed to be uploaded to the school website.</p> <p>AL governance updates:-</p> <ul style="list-style-type: none"> <li>• Covid recovery funding to be received soon</li> <li>• Retention and recruitment and HT stress had been discussed</li> <li>• There was to be a SEND day to support schools</li> <li>• Academy Principals were to be involved in peer to peer review</li> <li>• The outcomes of the AL staff questionnaire had been reviewed.</li> <li>• The school condition allocation was to be used to refurbish the 2 old science laboratories.</li> </ul>	<p>ALL</p> <p>CT</p> <p>CT</p>
<b>11.</b>	<b>Training opportunities</b>	
	Link to any updated training by email.	SM
<b>12.</b>	<b>AOB</b>	
	A social event would be arranged for the Summer Term to include Laurence and Claire.	RC
<b>13.</b>	<b>Date and time of next meeting</b>	
	<p>LGB – 10<sup>th</sup> May 2022</p> <p>TLB – 21<sup>st</sup> June 2022</p> <p>Resources – 15<sup>th</sup> June 2022</p> <p>It was discussed and agreed that all LGB meetings would be held online via Zoom with the exception of one meeting each year which would be held on site.</p>	

Items for Future Meetings	
Meeting	Item
LGB	Approval of minutes of LGB on 08.12.2021 Measurement of SIP strands Supplementary safeguarding training Link Governor roles Access to The Key

Action Log			
ITEM	ACTION	DEADLINE	RESPONSIBILITY
3	Compile minutes from 08.12.2022	May 2022	JG
3	Produce Register of Business Interests	May 2022	JG
6	Prepare supplementary training for governors	May 2022	SL
9	Organise date for postponed Resources meeting	April 2022	JG
10	Send comments on Safeguarding policy to JG	April 2022	ALL
10	Add contact names to Safeguarding policy	May 2022	CT
10	Upload link to Safeguarding policy to school website	April 2022	SL

Rolling Action Log			
ACTION	DEADLINE	RESPONSIBILITY	UPDATE
Email governors to complete Declaration of Interest and Photo Consent forms	ASAP	JG	Completed March 2022
Governors to email SM/JG any further changes needed to minutes of meeting on 27.09.2021	31.01.2022	ALL	Completed March 2022
Arrange meeting to discuss Pupil Premium Link Governor role		NO/PBS	Outstanding
Agree how to measure SIP strands	Before end of Spring Term	CT/SM	LGB May 2022
Feed back to AL forums about quality of AL central policies	Next forum	SM/JG	Outstanding
Email SM and access ALIS re training opportunities	Ongoing	ALL	Completed March 2022
Email SM and JG licences for Zoom	ASAP	CT	Completed March 2022
CT to place advert in newsletter asking for parents interested in joining the LGB	May 2022	SM/SC	Outstanding
CT, GM and KT to forward contact numbers to SM for inclusion within Critical Incident Plan	End of February 2022	CT,GM,KT,SM	One contact outstanding.
Feedback regarding behaviour policy from SM			Completed March 2022

Link Governor roles to be agreed		ALL	Completed March 2022
Investigate access to The Key		SM	LGB 10.05.2022

Approved