

PRIVATE AND CONFIDENTIAL
ACADEMY COMMITTEE MEETING

Date: Tuesday 29th September 2020
Time: 6.00pm
Venue: Teaching School, CHHS

Clerk: A Robertson
Present: A Jarvis, I Castledine, M Kelly, D Brown, J Peet, W Searle, L Brooks, R Howarth, D Woolley
In attendance: E Warrington

Action	Initials

Agenda – Part 1			
Category	Item	Notes	Action
Training	COVID-19 - SEN Provision during lockdown and for future school closure	<p>E Warrington delivered training to the governors on how SEND supported the SEN students during lockdown and will enhance their learning provision in the event of another closure.</p> <p>There was a significant minority of students who were unable to access the lessons during the summer closure. This was due to a number of reasons e.g. difficult homelife and limited parental support, students with autism struggling to cope with a change to routine or students with emotional needs. Students were continually monitored and offered support through the school's counsellor where needed. Additional literacy and numeracy interventions sessions were provided which could be interactive due to the small class sizes. Where appropriate, small bubble groups were invited in for face-to-face lessons where pre-recorded Teams lessons could be played back at a more accessible pace. Funding from the budget allowed access to IT equipment.</p> <p>In the event of another closure, Teams lessons will be delivered to classes rather than across year groups so will be more accessible for SEN students. English and Maths lessons can be provided with more breakdown and explanation of subject matter. Attendance will be closely monitored and struggling students will be supported, as required, with specifically designed lessons which are delivered at a slower pace and with the opportunity to interact with the teacher. The</p>	

		department will continue to provide literacy and numeracy intervention sessions and offer SEMH support. It plans to invite bubble groups in again to ensure these students are getting their learning provision and input.		
1	Governance Arrangements	Apologies	P Benton sent her apologies. C Rath was unable to attend.	
		AOB items	No items were requested for discussion.	
		Register of interests	The Clerk distributed the Register of Interests prior to the meeting and asked to be notified of any amendments.	AR
		Code of Conduct	Governors were reminded of the Code of Conduct.	
		Part 1 Minutes	The minutes from the meeting on 30 th June were approved.	
		Membership: Recruitment Update/Succession Planning	I Castledine agreed to act as Deputy Chair.	
		Scheme of Delegation	There are no changes to the published Scheme of Delegation.	
		Trust Board Update	There was no update to be given as the Trust Board had not yet met.	

2	School Performance & Accountability	<p>Headline Performance for CHHS</p>	<p>RH explained the Summer Exam Analysis 2019-20 document which had been distributed prior to the meeting.</p> <p>The Sixth Form team liaised with Ben Vickers at HGHS and Sarah Davidson to agree the understanding of the processes across the schools in producing a calculated grade. Subject Leads, the Data Team and the Leadership Link looked at each student individually and Sarah Davidson, Rachel Howarth and Dave Brown ran a spot check to ensure everything was in line with Ofqual guidance.</p> <p>The advice that was given to confirm that mock results could be used to calculate a centre assessed grade was problematic as the exams were taking place the week before lockdown and some students had not yet sat them. The school as a whole was disappointed that the students could not sit the exams but feel the results given are justifiable.</p> <p>RH confirmed that the stronger cohort of Year 11 students are staying on to attend CHSF. There is a lower percentage of students going to university; some have decided to take a gap year, attend drama school or take up apprenticeships.</p> <p>RH talked through the KPI 2020-21 document which was distributed prior to the meeting.</p> <p>DB commented that the grades would not appear in results tables anywhere but the data would be used for the school's analysis only.</p> <p>Q – What will the school use for recruitment material? A – It was advised that the exam results from 2018-19 would be left on the website with a “Congratulations to the Class of 2020” mention. It would not be right to brag about the exam results as, although justified, they were awarded by the school. The school would focus on being in the top 2-3% in terms of progress and look at students’ destinations e.g. Russell Group universities. It was pointed out there would be no progress measure in five years’ time as SATs did not take place either.</p> <p>Q – Where there any challenges by parents/carers in terms of the grades given? A - There have been a very small number of challenges which is testament to the team involved in awarding the grades.</p> <p>It was observed that there are no grounds for appeal against professional judgement but proof has to be provided of malpractice or bias. There has been a very low uptake for resits.</p>	
---	-------------------------------------	--------------------------------------	---	--

		<p>Head's Report for CHHS & DHS</p>	<p>Q – How was the moderation process? A - Trust-wide measures were in place but moderation was done in school to ensure consistency and that there was no gender or ethnic bias. Each student was looked at to consider their own circumstances.</p> <p>Q – Have universities opened up to allow for larger numbers of students? A – Some have and Durham University offered a bursary to encourage students to take up a place this year rather than postpone.</p> <p>Q – Has there been any guidance around the ongoing collection of data in case a similar thing happened in the future? A – No.</p> <p>Q – Are there areas that have been identified as a cause for concern amongst certain cohorts? A – Nothing that hasn't been anticipated. Textiles and music are coming from a lower place and the CAGs for girls were higher than for boys which the school will be looking to balance.</p> <p>Q – Are there measures in place to ameliorate the potentially lost education? A – Teachers are doing informal assessments and putting interventions in place accordingly.</p> <p>Q – How are you taking into account the fact the Year 7s didn't sit their SATs during the summer term? A – As we have no KS2 data baseline we are doing a proxy "Laurus" SAT assessment to set expectations.</p> <p>The governors acknowledged the pressure schools have been under and said that parents/carers won't have appreciated the work and energy involved. They asked for their thanks and congratulations to be passed on to the staff.</p> <p>DB talked through the Re-opening of CHHS Operation Guidelines document which had been distributed before the meeting. He outlined the fact that CHHS has year group bubbles but said that the social distancing is of more importance. The Department for Education have said they want business as usual and to maintain a full curriculum hence keeping year groups together rather than teaching a restricted curriculum by form. There are different canteen areas and toilets for each year group</p>	
--	--	---	---	--

		<p>to avoid mixing bubbles. Face masks are to be worn in busy areas and hand sanitiser is in each room for students to use as they enter. The classroom layout is really important to know where students are sat for each lesson so that we can identify potential cases of transmission and minimise the numbers of students we need to send home. Teachers have been told to socially distance in classes and to keep mostly at the front of the room when teaching. At the end of each lesson students wipe down their tables with an antibacterial wipe and are told to sanitise their hands if they are leaving for break, lunch or to go home. As CHHS is a big site we are able to spread out the entrances and exits and the finish times have been staggered, with Years 7, 8 and 9 finishing five minutes earlier than Years 10 and 11. We have a clean desk policy and, with the extra hours worked by the cleaning, the school is spotlessly clean. CHHS has had four positive cases: one member of staff which resulted in six students being sent home to isolate and two further members of staff; one case in Year 13 where thirteen students were sent home; and two cases in Year 10 which meant twenty-four students went home.</p> <p>We are delighted to still be open and to have been able to restart some extra-curricular activities in year groups.</p> <p>Q – Is it the school’s judgement who is identified to send home or is it driven by Public Health England? A – Public Health define what is considered a close contact so we have not had advice to close school for whole bubble groups.</p> <p>DW advised that DHS had to send a whole group of Year 8s home but that Teams was up and running the next day for those students to continue with their education.</p> <p>Q – Has there been any comeback from parents? A – Yes, there have been some confused parents and questions around the Year 10 isolations. We are isolating students with symptoms in school and communications have gone out about staying away from school if students are exhibiting signs. The situation has been complicated by normal seasonal colds.</p> <p>WS advised that Year 7 has been offered the flu vaccination this year and that we have had a take-up of over 140 members of staff for the vaccination too.</p> <p>Q – How has students’ focus been? A – The students’ behaviour and routines have been brilliant and they are keeping to the guidance.</p>	
--	--	--	--

		<p>Attendance is over 96% which shows the students are pleased to be back.</p> <p>Q – Do the students who are self-isolating count in the attendance figures? A – No, they are marked with an X code, so aren't taken into account.</p> <p>We have been asked by parents and carers what point students need to be get to/ be at with their learning. We are now using SharePoint for students' learning resources and each department has its own page. The Home Learning page explains what the students need to be doing if they are off and there are more online resources available for options subjects.</p> <p>Year 12 and 13 students can join live lessons via Teams and staff who are self-isolating are also able to deliver lessons from home.</p> <p>Q – Do you have an idea in the gap in the students' knowledge? A – The current Year 13 is doing well and didn't fall behind due to the live lessons. The language lessons were taught to entire year groups so there was no interactivity due to the large class sizes. There is a recovery process in place in terms of going over work and catching up.</p> <p>Q – Will there be a detrimental impact on students' grades? A – Our students have done well so won't be disadvantaged.</p> <p>Q – How do disadvantaged students manage if they don't have laptops? A – The Department for Education provide laptops if bubbles are sent home. There are 89 laptops with dongles in the Trust which looked after students will be given.</p>	
--	--	---	--



3	Governor Monitoring	<p>Finance Update</p> <p>Policies</p>	<p>It was advised that the Budget and Management accounts provided were in draft from as they are subject to audit.</p> <p>Q – Have cleaning costs increased? A – Cleaning costs have increased and so where savings were made last year, some income has been lost in other areas.</p> <p>Q – Can you clarify what Unallocated Reserves are? A – This is a surplus of income which is kept for contingency in case of a need to spend on big cost items e.g. IT or new astroturf.</p> <p>The governors approved the CHHS Safeguarding Policy. There were no Trust level policies to review</p>	
4	Governor Development	<p>Training Governor Verbal Update</p>	<p>The Clerk advised the governors of the need to complete the 'L1 A Practical Guide to the GDPR for Education' online training for which they should have received login and password details to the Laurus Trust email accounts from Educare. It was mentioned that the deadline for the completion of the training had been moved to 5th November 2020 from 9th October 2020.</p> <p>The Clerk would forward on the details again to the governors.</p>	AR
5	Community	<p>Link Governor Verbal Update</p>	<p>It was agreed that the Self-Review Report was not appropriate at this time and would be postponed.</p>	
	AOB		<p>No other business was raised.</p>	
	Meeting Dates:	<p>Autumn 1 Autumn 2 Spring Summer 1 Summer 2</p>	<p>29.09.2020 08.12.2020 The governors approved the meeting dates. 23.03.2021 29.06.2021</p>	