

**LONDON BOROUGH OF REDBRIDGE
WANSTEAD HIGH SCHOOL GOVERNING BODY
MINUTES OF THE GOVERNING BODY MEETING
10th December 2019 AT 6.30PM AT THE SCHOOL**

Present			
Local Authority	Parent	Headteacher	Co-opted
	Sean May (SM)	Bob Hamlyn (BH)	Yvonne MacCallum (YM) (Co-Chair)
Staff			Liz Smith (LS)
Donna Cini (DC) Ian Sweet (IS)			Nishat Riaz (NR) Jackie Bowers-Broadbent (JBB)

Also in attendance: Jason Gharu (JG) – Deputy Headteacher
Melany Steel (MS) – Deputy Headteacher
Beverley Wootton (BW) – Deputy Headteacher
Eleni Bray (EB) – Assistant Headteacher Sixth Form
Helen Davies (HD) – Clerk to the Governing Body

1. MEMBERSHIP:

The Full Governing Body agreed to confirm the recommendation of the Search and Governance Committee to co-opt Veronica Knock as a Staff Governor and Noreen Sarwar as a co-opted Governor.

2. APOLOGIES FOR ABSENCE:

Apologies were received from Sally Ann Hales, Ray Kiely and David Wills.

3. DECLARATION OF PECUNIARY INTERESTS

There were no declarations of pecuniary interest.

4. NOTIFICATION OF ITEMS FOR 'ANY OTHER BUSINESS':

No items for Any Other Business were put forward.

5. MINUTES OF PREVIOUS MEETING:

Governors received the minutes of the meeting held on 19th September 2019 and agreed these to be a true and accurate record.

6. MATTERS ARISING:

Actions Required

6.1 Comparative exclusion figures for last 5 years – included in the Paper 1 of the Head's report. (Item 13).

7.3 Look into the implications of the S128 checks – BH confirmed there was no impact.

10.4 Where do students go after Sixth Form? – covered in Item 14.

10.10 School Improvement Plan – Item 12

7. COMMITTEES

7.1 The draft minutes of the Finance & Personnel Committee held on 14th November 2019 were received.

7.2 The Terms of Reference for the Finance and Personnel Committee were approved.

YM

7.3 The Terms of Reference for the Finance and Personnel Sub Pay Committee were approved.

8 POLICY UPDATE

8a Business Continuity Plan – the Full Governing Body agreed to ratify this plan which had previously been scrutinised at the Finance & Personnel Committee on 14th November 2019.

8b Health and Safety Welfare Policy - the Full Governing Body agreed to ratify this policy which had previously been scrutinised at the Finance & Personnel Committee on 14th November 2019.

8c Charging and Remissions Policy - the Full Governing Body agreed to ratify this plan which had previously been scrutinised at the Finance & Personnel Committee on 14th November 2019.

9. CHILDREN LOOKED AFTER REPORT

9.1 JG took the meeting through the previously circulated report. He explained that the aim is to ensure that LAC get the services they are entitled to. They are a small group within the school but they look at the school as a family where they can feel safe and secure.

9.2 Many of these students come from outside of Redbridge.

9.3 Additional funding for these students is used for such things as extra tutoring.

9.4 Each Looked After student is allocated a Learning Mentor.

9.5 Their attendance is 95% and exclusions are 0 which is unusual if compared with national figures.

9.6 One of the students also has an EHCP.

Q We seem to have most from Barking and Dagenham.

A Looked After Children can select the school of their choice.

10. SPECIAL EDUCATIONAL NEEDS REPORT

10.1 Again JG took the meeting through a previously circulated report.

10.2 We currently have a number of students with EHCPs, 6 in the new Year 7, who have additional support needs.

10.3 Unlike the current trend, we have increased the number of Teaching Assistants. We do use high quality Agency staff with specialisms in Maths and English.

10.4 The report breaks down the needs into categories. We have made adjustments to the building to accommodate significant medical needs.

10.5 The report also includes comparisons with national figures.

10.6 Social and mental health needs have increased.

10.7 Visual and hearing impairments are new needs and although other schools are designed to cater for these needs, Wanstead High School is still the school of choice.

10.8 Attendance has dropped because of the complex nature of needs.

10.9 The Progress 8 gap has been reduced to +.3 which is above the national average.

11. ANNUAL SAFEGUARDING REPORT

11.1 DC explained that 7 of the 17 recent referrals, were in relation to contextual safeguarding (outside influences).

11.2 The school currently has four students working with the FIT team.

11.3 With regards to young carers, the school tries to fill in any gaps. Pupil Premium money can be used for this.

Ym

- 11.4 Moving on to Mental Health, DC (designated mental health lead), explained that 50% of the CAHMS referrals were for self-harming.
- 11.5 DC explained that the Pastoral Team have been trained to have difficult conversations.
- 11.6 The school works on a three tier system:

Student

CAHMS

School Counsellor – helps to bridge the gap after a CAHMS referral

This is reviewed every 6 weeks.

- 11.7 Not many schools have a full time counsellor.

Q How long is the CAHMS waiting list?

A 6 to 8 months.

12 SCHOOL IMPROVEMENT PLAN

- 12.1 This is reviewed every two years. BH stressed that this is a concise document.

Q A query was raised about work life balance.

A BH explained that this wasn't covered in the last Plan but is in this one. Flexible working means parental responsibilities are covered.

- 12.2 BH informed the meeting that a report from the Ogugua Akolo-Angus (currently the Senior Borough of Redbridge Advisor for Schools and a former Ofsted Inspector) had been received that morning and spoke very highly of the school

13 HEADTEACHER'S REPORT

- 13.1 **Student Update – We have had 2 good Open Evenings.**

13.1.1 Year 6 Open Evening – we now have more students choosing Wanstead High School as their first choice.

13.1.2 Sixth Form Open Evening – we have already received 40 applications in comparison to this time last year when we had only received 11.

13.1.3 The school has already had two successful Drop-Down Days this term. This involves students doing various activities. Year 12 go out on trips.

13.2 Eco-Schools

13.2.1 A vote is currently being organised regarding having a 'Meat-Free Monday'. A campaign being run by the JLT.

Q What is JLT?

A Junior Leadership Team. This is a student body similar to a student council, students have to apply to be part of it rather than be elected.

Q Can they come to the next Full Governor meeting?

A This will be organised for the next meeting

13.2.2 JLT currently have a lot of work to do with Christmas fund raising.

13.3 Parent Evening

We are currently using a new system (ParentMail) for parents to arrange appointments for Parents' Evening. The feedback from parents at the Year 11 Parents' Evening was very positive. A decision whether or not to continue with the system will be made after the Year 9 Parents' Evening in February 2020.

13.4 Exclusions & Behaviour – Paper 1

13.4.1 Paper 1 contained the requested exclusion comparisons for the last 5 years. BH reported that the peak in 2014-15 and 2015-16 can be explained as the usual spike with a new Headteacher.

Y/M

- 13.4.2 JG told the Committee the increase in Fixed Term Exclusions in the last academic year can be explained with a fall in the number of incidents but an increase in the number of students involved.
- 13.4.3 JG also reported that at a recent RIP panel Wanstead High School was last on the list for exclusions along with Ilford Ursuline.
- 13.4.4 More potential reportable incidents have been added to SIMS for staff to use but the reports for positive behaviour have gone up.
- 13.4.5 The number of ECOP (Emergency Call Out Procedure) have gone down.
- 13.4.6 For the first half of the Autumn Term there were no Fixed Term Exclusions. The Head of Year now involve parents before the need to exclude.
- 13.4.7 Female exclusion have gone down primarily because of work done regarding social media.
- 13.4.8 There is still a slight imbalance with Pupil Premium students although this is not too bad when compared with other schools.
- 13.5 Building Works**
- 13.5.1 BH had two issues to report, the first of which is that the school is still waiting for a contractor to be appointed.
- 13.5.2 Secondly, the temporary building has been put in the wrong place facing the wrong way. JRP have been alerted and even they were shocked.
- 13.5.3 BH stressed it has to be moved and put in the originally agreed place although this creates a problem with pipework. This will again, mean delays with the works.
- Q Can Governors do anything?**
- A The Chair may be need to write a letter for support which YM is happy to do this.**
- 13.6 GCSE Outcomes 2019, Further Data – Papers 2, 2a and 3**
- 13.6.1 BW talked the meeting through the relevant papers. She explained that Pupil Premium students are all doing well although there is still a gap. Ideally the school would like there to be no gaps.
- 13.6.2 Spanish and French are showing huge improvements.
- 13.6.3 The gap between girls and boys is still being worked on.
- 13.6.4 Progress is being made without having forced EBACC on students.
- 13.6.5 BW referred to Paper 3 which was produced by the FFT (Fisher Family Trust). This gives information on different pupil groups showing progress in Progress 8.
- Q Is this done annually?**
- A Yes but it's not something we have seen before.**
- 13.6.6 Papers 4a and 4b show what Year 11 are working toward. Their mocks will begin the following day (Tuesday 10th December 2019). The predictions are very positive and this time last year were fairly accurate. Data is always being tracked.
- 13.7 Curriculum and OFSTED update – Paper 5**
- 13.7.1 BH reported that there have been significant changes to Ofsted over recent months and focus will be on the curriculum.
- 13.7.2 We are not due an inspection having had one in January of this year but BH stressed he will not be working towards Ofsted. We do have areas for development and we are working towards this.
- 13.7.3 Ofsted expect teachers to be passionate about their subjects and are more interested in how they get there.
- 13.8 Staffing and Well-Being Update – Paper 6**
- 13.8.1 We have a new Drama teacher due to start in January 2020.

YM

- 13.8.2 The school do try and look after staff and have numerous well-being events, weekly yoga being one of them.
- 13.9 **Finance Update – Paper 7**
This paper had been circulated at the recent Finance and Personnel Committee and shows that the school is in a relatively good place.
- 13.10 **Term Dates 2020/21 – Papers 8a & 8b**
BH has circulated papers showing the London Borough of Redbridge’s proposed term dates and those proposed by Wanstead High School. BH went on to explain that after the success of having a disaggregated into twilight sessions, INSET day this term, (meaning the school was closed on 29th November 2019), the intention next academic year is to have two disaggregated dates on Friday 27th November and Monday 30th November 2020.
- 14 **WANSTEAD HIGH SCHOOL SIXTH FORM STRATEGY**
BH presented a series of papers outlining the current position of the Sixth Form which had been previously circulated. This included a full self-evaluation summary, a curriculum strategy document, data analysis and extracts from the school’s marketing and admissions materials.
- BH highlighted the work that had been done on refining the curriculum, and the very positive outcomes in recent years, resulting in our highest ever 3 year ALPs score. He emphasised where there was further work and improvement to be done, and noted the support of the school’s improvement partner, Ogugua Okolo-Angus for our strategies.
- 14.1 SM referred to DfE figures stating their website give Wanstead High School’s A Level pass rate (A*-E) as 90.6%.
- Q **Why is it so low?**
- A **EB pointed out that SM was incorrect in the way he had read the information. These figures, whilst being out of date and based on 2018 leavers are actually the % of student who completed their studies. Numerous factors have played a part in the dropout rate one of which was mental health concerns and EB stated that we do not discriminate against students with mental health problems. She also said that this figure is not the A*-E pass rate.**
- 14.2 SM challenged this but EB confirmed it as did BW. BH gave some other schools’ completion rates as a comparison. BW pointed out that not only was it not the A*-E pass rate, but it was also an out of date figure for 2018 which, if it was an issue, should have been challenged last academic year.
- 14.3 JBB pointed out that Ogugua Okolo-Angus, the Senior Borough of Redbridge’s Advisor for Schools, is currently working with all Post 16 institutions. If she hasn’t raised it there can’t be any issue.
- 14.4 SM stated that this figure represented a three years’ downward trend but EB clarified that this was not the case. BH pointed out that it was in no way a 3 year downward trend and that SM was misleading Governors by saying so.
- Q **SM asked if poor matching of courses played a part?**
- A **This may have been an issue in previous years and has now been addressed.**
- 14.5. SM suggested that the Alps be used more to sell the Sixth Form and include all subjects listed in top 25% but EB and BH felt this would question the integrity of the school’s data. Sixth Form will only report on subjects taught. BH himself stressed that the school would not lie: the school would not claim credit for subjects we did not teach.

Ym

- 14.6 SM asked if Admission to the Sixth Form could be brought to Governors. He asked why we gave priority to internal students. EB referred him to the Admissions criteria on the website which is the procedure used only in the event of oversubscription and stated that we have never refused enrolment of an external student due to oversubscription.
- 14.7 SM suggested that attainment play a part in the admission but this was not agreed to.
- 14.8 BH stated that the Sixth Form had its best ever attendance and best ever Alps score for the second consecutive year, and now had its highest 3 year combined score.
- 14.9 Both BH and YM expressed that they had full confidence in the way EB was overseeing the Sixth Form.

15. **LINK GOVERNORS UPDATE**
There was not update to report.

16. **GOVERNOR VISITS**
There was no governor visits to report on.

17. **GOVERNOR TRAINING**
There were no reports on Governor training.

18. **CHAIR'S ACTION**
There were no actions taken by the Chair to report on.

19. **TIME AND DATE OF NEXT MEETING**
The next meeting will be at 6.30pm on Tuesday 3rd March 2020.

20. **ANY OTHER BUSINESS**
There was no other business.

21. **CONFIDENTIALITY**
Governors are reminded that the signed minutes of every meeting of the Full Governing Body shall, as soon as possible, be made available at the school. The Full Governing Body to consider which terms, if any, should be treated as confidential and excluded from publication.

The meeting concluded at 8.45pm.

Chair: YVONNE MACCALLUM (print name)

Sign: Y. MacCallum

Date: 18/3/20

Actions Required	Responsible	Completed by
13.2.1 - JLT to attend the next FGB.	BH	3/3/2020
13.5.3 – Co-Chairs to possibility do a letter giving support to the school over the delays to the building work	YM & RK	TBA