

**LONDON BOROUGH OF REDBRIDGE
WANSTEAD HIGH SCHOOL GOVERNING BODY
MINUTES OF THE GOVERNING BODY MEETING
TUESDAY 8TH DECEMBER 6.30PM**

Due to Covid-19 restrictions this meeting was held using Microsoft Teams

Present			
Local Authority	Parent	Headteacher	Co-opted
	Ray Kiely (RK) (Co-Chair)	Bob Hamlyn (BH)	Yvonne MacCallum (YM) (Co-Chair)
Staff	Jackie Bowers-Broadbent (JBB)		Nishat Riaz (NR)
Donna Cini (DC)			David Wills (DW)
Veronica Knock (VK)			Sally-Ann Hales (SAH)
Ian Sweet (IS)			

Also in attendance: Shelley Axtell (SA) – School Business Manager
Jason Gharu (JG) – Deputy Headteacher
Helen Davies (HD) – Clerk to the Governors

1. MEMBERSHIP:

The recommendation of the Search and Governance Committee to extend the term of office of Ray Kiely for 12 months to 20/10/2021 was approved.

2. APOLOGIES FOR ABSENCE:

Apologies were received from Liz Smith (due to technical difficulties she could not join the meeting).

3. DECLARATION OF PECUNIARY INTERESTS:

There were no declarations of pecuniary interests in any of the agenda items.

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

There were no matters raised for discussion under Agenda Item 20.

5. MINUTES OF PREVIOUS MEETING:

The minutes of the previous meeting on 17th September 2020 were approved

6. MATTERS ARISING:

- 6.1 Gratitude to be expressed to Eleni Bray for speaking with the Universities of Oxford and Cambridge who relented over students who had lost their place because of their grades. (Agenda item 9.6 relates)
- 6.2 HD highlighted that despite contacting governors about gaps in Link Governors there was still a gap in Performing Arts
- 6.3 YM agreed to cover this.

7. COMMITTEES:

- 7.1 Minutes of the recent Finance and Personnel Committee held on 19th November were circulated for information.
- 7.2 Terms of Reference for the Finance and Personnel Committee were reviewed and approved.
- 7.3 Terms of Reference for the Pay Committee were reviewed and approved.

8. POLICY UPDATE:

- 8a The Business Continuity Plan which had previously gone before the Finance and Personnel Committee, was brought before Full Governors and approved.
- 8b The Health, Safety and Welfare policy which had previously gone before the Finance and Personnel Committee, was brought before Full Governors and approved.
- 8c The Supplementary Health, Safety and Welfare Policy – Covid 19 which had previously gone before the Finance and Personnel Committee, was brought before Full Governors and approved. This addition to the Health, Safety and Welfare policy is the only difference to last year's policy and should only be temporary for the duration of the pandemic.
- 8d The Charging and Remissions Policy which has previously gone before the Finance and Personnel Committee, was brought before Full Governors and approved.

9. DRAFT PUPIL PREMIUM STRATEGY:

- 9.1 There are a number of things which are different in this report compared to last year's report. There is more focus on remote learning and we are currently working on those students who lack the necessary technology to work from home.
- 9.2 Any gaps are based on last year's figures and work is now being done to have things in place for January.
- 9.3 Because of Covid, Teaching Assistants cannot be redeployed.
- 9.4 Pupil Premium (PP) students are identified and money is spent on them
 - Q – The 195 PP students are those eligible for Free School Meals, is it difficult to apply for FSMs?**
 - A - No it's all done on-line, an applicant just needs to meet certain criteria.**
 - Q – Referring to Year 7 transition, we know that they have missed out on so much. What is the priority?**
 - A – Maths scores are backward in comparison to last year but they do have more time to recover. There is a 22 months' gap.**
 - Q – Did PP students benefited from not having exams?**
 - A – The gap was bigger which may have been as a result of unconscious bias. Exam results were good (or less bad).**

10 CHILDREN LOOKED AFTER REPORT:

- 10.1 This is a small group and the most vulnerable are those who have suffered trauma in previous years.
- 10.2 Children who are previously looked after (CPLA) are also included in this group and although we do not receive funding for them, we do need to provide for them.
- 10.3 We have CLAs from various boroughs and work differently with each Authority.
- 10.4 ePEPs have been added to the process (Personal Education Plan). Each looked after child has this as part of their care plan and it must be reviewed on a termly basis.
- 10.5 Links have been established with Winchmore Tutors who provide 1 to 1 tuition to address gaps in learning.
- 10.6 There have been positive outcomes with Children Looked After. There have been no exclusions and their attendance is better than the main school body. This is due to school being their 'safe' place.
- 10.7 DC led staff training (in the September INSET) for ACE (Adverse Child Experience) which shows how trauma can affect a child's ability to learn.
 - Q - What are Lexia and Symphony interventions?**

A - Lexia is English and Symphony is Maths. These still continue but we have found that pupils exceed these which is the reason for engaging with Winchmore Tutors.

Q - Are students engaging with remote learning.

A - Yes CAL are and have also asked for extra things. They are very switched on. The pastoral team work with them on a 1 to 1 basis. Overcoming barriers makes them feel safe.

11 SPECIAL EDUCATIONAL NEEDS REPORT:

This will be circulated at the March 2021 meeting.

12. ANNUAL SAFEGUARDING NEEDS REPORT:

12.1 Safeguarding continued during the school closure.

12.2 CCE – Child Criminal Exploitation.

12.3 The National Referral Mechanism (NRM) is a new framework designed to protect young persons. The school cannot refer but can ask the police to do a referral.

12.4 During the school closure meetings still took place on-line.

12.5 Most referrals for young people are to CAHMS. Because of the increase in the number of these referrals the waiting list of CAHMS is now 10 months.

12.6 We are in the fortunate position of having a full-time counsellor in the school because without the counsellor student may have been left.

12.7 DC moved on to ACES (Adverse Childhood Experiences) and explained that evidence has shown that children who have experienced early years trauma do not develop at the same rate as others. Evidence also shows that one positive connection can improve a child's outcome.

12.8 We have good connections with partnership agencies so we can keep an eye on identified students.

Q Will NRM referrals be a growing trend? If they do, will we need to look at age, sex and ethnicity and if referrals are made are parents included?

A More often than not its parents that raise the concern so they will be included but each case is treated individually. The hope is that it will become a growing trend but the frustration is that the school cannot make referrals themselves. Referrals tend to be males and older students. Where students live also impacts on those who are at risk.

Q If this is an issue would you contemplate using assemblies for a greater dissemination of the risk.

A The Keeping Children Safe evening in March was a huge success and if circumstances had been different we would have had another but every term we do identify hot-spots.

13. CORONAVIRUS RISK ASSESSMENT AND UPDATES

13.1 We are now Tier 2 which means we can now have after school activities.

13.2 2 members of staff are in the 3rd trimester and are currently doing lessons on-line.

13.3 Clinically vulnerable staff are now back in school.

13.4 We have had 28 student cases so far.

13.5 BH explained that Public Health England no longer call and had at first advised that the school air on the side of caution.

- 13.6 Now seating plans and friendship groups are looked at to identify those that need to isolate.
- 13.7 Today (Tuesday 8th December) 29 student were made to isolate. Those with a positive results isolate for 10 days whilst those they have been in contact with isolate for 14 days.
- 13.8 Using the school track and trace we currently have 132 students out of school.
- 13.9 409 students have been sent home this term.
- 13.10 Staff cases have been manageable with most being as a result of someone else testing positive.
- 13.11 The Risk Assessment can be found on the website.
- 13.12 We have managed to maintain a full curriculum.
- 13.13 There has been extra cleaning but indications show that Redbridge is becoming a hotspot.
- 13.14 Building work will now be starting on 1st January 2021 which is a good thing as that will impact on the space available.

Q Towards the middle of November there were about 60 Year 11s out. How does this relate?

A An update for the DfE was received on Friday stating that grading will be generous but we do not know yet what the boundaries are. Scotland and Wales have announced they will not be having exams although BH feels exams will be a good thing.

Q Covering staff must have an impact on supply costs.

A This has been an issue because when teachers are taking lessons from home there also needs to be someone in the classroom.

Q What about wellbeing – the Borough’s guidance has suggested closing on Thursday 17th December and using the Friday as an INSET.

A We will not be doing this because the day would have to be found later in the year. The last day of term is not a good idea for staff training. There is a secondary Heads meeting the following day so BH can establish what other schools are doing.

Vulnerable staff can still leave early or start later if they do not have lesson.

The main issue is anxiety.

We also have staff on-line yoga.

We will not be having any Christmas social events this year.

This communication had not been received until earlier that day which does not give enough time to rearrange things.

13.15 FSM vouchers are in line for being arranged for the Christmas break.

Q Redbridge has quite high numbers. How do you feel the school is in terms of this?

A Better than most schools. Others have many more students out. At the moment we are keeping the school safe.

13.16 REMOTE LEARNING

13.16.1 We have a mixture of students in school and students dialling in. Although it’s not ideal the more it’s done the easier it becomes.

13.16.2 The school is trying to keep as close as possible to the timetable.

13.16.3 The situation keeps evolving and staff are being trained.

13.16.4 The feedback has been positive, even more so than during the full lockdown.

- 13.16.5 There will be a virtual Parents' Evening on Thursday 10th December.
- 13.16.6 BH asked that Governors thank staff for the work they have done.
- 13.16.7 **Governors were asked to email HD and RK and YM agreed to liaise over this.**

14 HEADTEACHER'S REPORT

BH referred to his previously circulated report.

- 14.1 Year 7 are now oversubscribed (241 students).
- 14.2 Year 12, although the school could possibly have taken more students they are happy with the current numbers.
- 14.3 The Heron Homelink will be circulated before the end of term.
- 14.4 There were no exclusions over the summer term.

Q The school is low on girls in comparison to boys.

A Yes relatively. Although this is not something to be anxious about it is something to watch.

14.5 SCHOOL BUILDING PROGRAMME

- 14.5.1 Plans are in place for refurbishing various parts of the school such as the kitchens and Alan Hearne Hall but this will not happen for a long time.
- 14.5.2 BH has contacted the Local Authority to ask for a clear reason for the delay and people are starting to lose faith. He has asked that this be emailed. BH pointed out that work should have started in 2018 and we are now fast approaching 2021. The good news however is that the Local Authority are finally on board.

Q Are the school worried about any risks?

A The risks will not be the school's. They are all the Council's.

- 14.6 **Papers 1 and 2** are based on the results of mocks held earlier this term. The good news is that it is a similar picture to last year for both KS4 and KS5 so there are no alarm bells.
- 14.6.1 Following these results BH is not as anxious about the results as he might have been before the results.
- 14.7 **Paper 3** – SA took the Board through the papers which had previously been circulated to the Finance and Personnel Committee.
- 14.7.1 We had carried forward a projected surplus of £682,000 at the end of the last financial year of which £481,106 was partially used to balance the deficit budget. A surplus of £221,619 was carried forward which included devolved capital funding of £19,779.
- 14.7.2 During lockdown we had made some savings but during the summer had to make the school safe for returning. At the end of September, we had a projected surplus of £307,993. £80,000 of this had been spent by the end of November. Any lockdown savings have now been lost.
- 14.7.3 A Covid catch up fund of £23,260 has been received but that is ring fenced money that can only be spent on students.
- 14.7.4 A claim for amendments to the site of £38,000 was submitted and we received £19,636.
- 14.7.5 We are currently unable to make a claim for September but it is not clear if this will change.

Q We should get funding next year but will this be of benefit compared to what we now have?

A The 3-year budget plan shows a slight increase. We know with the current situation we are more likely to set a deficit budget next year.

Q So the deficit will get worse rather than better?

- A Yes – staffing costs will increase.
- Q What will you be doing about this?
- A The ability to reduce surplus in certain areas has now been exhausted and to reduce further would impact on teaching and learning. Staffing is the most expensive cost and it will be looked at in the coming months.

14.8 Paper 5 – Term Dates 2021/22

The school will be adopting the Borough’s dates.

- 14.8.1 Mock exam have been moved back to January 2021 for Year 11 and after half term for Year 13.

15 LINK GOVERNORS UPDATE

The only gap was for Performing Arts which YM agreed to fill.

16. GOVERNOR VISITS

There were no visits to report.

17. GOVERNOR TRAINING

There were no training courses to report on.

18 CHAIR’S ACTION

There was no action taken by the Chair to report since the last meeting.

- 19. TIME AND DATE OF NEXT MEETING: To note the date of the next Full Governing Body meeting as Thursday 4th March 2021.

20 ANY OTHER BUSINESS:

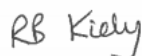
There were no any other business items for discussion.

21 CONFIDENTIALITY:

Governor 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.

Actions Required	Responsible	Completed by
13.16.7 – Governors to email HD about thanking staff for the work they have done RK & YM to liaise over this	All Governors RK & YM	asap

Chair: Ray Kiely



Sign:

Electronic signature due to Covid restrictions

Date: 4TH March 2021