

**WANSTEAD HIGH SCHOOL GOVERNING BODY
MINUTES OF THE GOVERNING BODY MEETING
THURSDAY 4TH MARCH 2021 AT 6PM**

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			David Wills (DW)
Donna Cini (DC) Ian Sweet (IS)	Jackie Bowers-Broadbent (JBB)		

Also in attendance: Melany Steel (MS) – Deputy Headteacher
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 Jackie Bowers-Broadbent for 6 months to 11/09/2021 was approved.

2. APOLOGIES FOR ABSENCE:

Apologies were received from Veronica Knock.

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 15.

5. MINUTES OF PREVIOUS MEETING:

The minutes of the previous meeting on 8th December 2020 were approved.

6. MATTERS ARISING:

- 6.1 DW queried how many students Eleni Bray's intervention affected when she liaised with Oxford and Cambridge universities.
- 6.2 It was believed it was 4. HD was asked to check this.
- 6.3 13.16.7 – HD confirmed that a thank you letter had been sent to all staff.

7. HEADTEACHER'S COVID-19 REPORT

- 7.1 BH confirmed that cases went through the roof at the end of the previous term so the decision was made to go to remote learning for the last three days of the term.
- 7.2 300 students were tested and BH, JG and Fiona Rutland (FR) contacted those affected.
- 7.3 4th January we went into lockdown again and the school got ready for further remote learning.
- 7.4 MS took the Board through her previously circulated report APPENDIX B.
- 7.5 8 weeks had been spent getting feedback from 87 students.
- 7.6 Years 7 to 13 have shared their highs and lows.
- 7.7 It is clear what they have achieved and what teachers have learnt through the whole experience.

- 7.8 The report shows what questions were asked.
- 7.9 Page 2 gives their best experiences sharing the good habits they have developed.
- 7.10 Page 3 shows their worst experiences.
- 7.11 Going through it is clear students loved the live lessons. The aim had been that 50% of lessons would be live although some teachers did more than that. Students liked the social interaction.
- 7.12 Marking and feedback is still key for them and their worst experience is when they do not get feedback which has a negative impact on them.
- 7.13 Page 6 of the report shows that they have grown in their independence, tapping into their own resources to develop as learners. Many enjoyed the peace that working from home gave.
- 7.14 Students who do not work well in class often do on-line.
- 7.15 Students gave suggestions about how things can be done better if we are in this situation again.
- 7.16 Pages 8 to 13 give a range of charts giving data in different ways. Older students engaged with this more. Year 10 came forward to tell of their experiences.
- 7.17 There are aspects of Google Classroom we will hold on to going forward.
- 7.18 The use of Mote as a way of giving feedback was popular with students.
- 7.19 YM would like to hear staff feedback.

Q How was differentiation managed? Were you able to assess this?

A SEN students do seem remote but work is being done on this. It is important to slow things down. Sue Morgan (SM) has been working with the more able students. All learners are included in what we need to do next.

Q As students return to school will the school be able to support those students with catching up?

A We have already identified aspects that students need support with. Teachers are planning where to start but this will become more apparent once students are back. This time round we already know what went well. MS stressed that as a geography teacher she knows what went smoothly and what needs to be looked at. Other subject teachers will be the same.

IS pointed out that this time, things have been better. 88% of students have been having live lessons. A clear structure has helped, along with white board access and google documents. There has been a lot more interaction. It has been a whole world better.

Q What proportion of lessons did not meet the expected 50%?

A Most did. Obviously sickness will have an impact.

Q How do those staff with children manage?

A They are still working so they seem to manage OK. Childcare is shared.

Q Will the clinically vulnerable and isolating students still be able to access remote learning?

A The school was doing this during the autumn term. Those at home will still get live lessons. We are learning to make this work.

7.20 During the current lockdown we have had at least 40 students on site each day. They have been able to access live lessons whilst in school along with vulnerable students who are at home.

7.21 DC stressed how the live lessons have assisted with safeguarding. CP issues have continued to be dealt with following the same timescale as always. The practices put in place during the first lockdown are still being used. Students have been more engaged because of live lessons.

7.22 BH does not as yet know the full details regarding exam grading. There will be mock exams held at the end of March so the school can standardise things but this is by no means the only thing to be used. BH stressed it's not even the most important.

Q When will you get guidance?

A The school should know by the end of this term.

7.23 Testing will be ramped up from the following day (Friday 5th March). We will have 15 trained people carrying out the testing. There has been a good take up from students in comparison with other schools. If tests come back positive those who have been near the positive case will be told to isolate.

7.24 Staff will be given self-testing kits on Monday (8th March).

7.25 Following on from the on-line Parents' Evenings used during the current situation, the decision has been made not to return to the old style and to continue with the on-line system.

7.26 The Year 6 Open Evening is a concern but that may also move to on-line.

7.27 The school will continue not selling food at break-time (something that was introduced over lockdown). This is one of the things introduced during the pandemic that the school will continue with.

7.28 Next week will be a phased return of students. BH felt it could be delayed but could not see any benefits to doing that.

7.29 The Risk Assessment (APPENDIX A) has been updated with ventilation and mask wearing in classrooms being the main changes.

7.30 There are currently 4 members of staff who are Clinically Extremely Vulnerable (CEV) and will be working from home but everyone else should be back in school.

Q Has there been any reluctance from parents about wearing masks in class?

A Nothing about mask wearing.

7.31 BH thanked staff because they have worked very hard. He stressed that this is not a 'recovery plan', it is the next phase. He also pointed out he did not want to hear about a 'lost generation'.

Q How are staff and have you heard anything from the Borough about staff being vaccinated?

A BH had received an email about those doing the testing being vaccinated but that was withdrawn within an hour of receipt. The Borough have not been able to do anything.

8. HEADTEACHER'S REPORT

8.1 BH began by updating the Board about the Year 7 application notifications of which were sent to parents on 1st March. The figures so far are:

904 – total applications

240 – places offered

197 – first choice

3 – late first choice

26 – second choice

1 – late second choice

6 – third choice

2 – fourth choice

3 – fifth choice

2 – sixth choice

8.2 A decision now has to be taken about how Transition Day will work.

8.3 Sixth Form figures are also very positive.

We have had 380 applications in comparison to 344 in 2020 and 150 in 2019. 2/3 of applications are from Wanstead High Students.

- 8.4 Conditional offers will be made and decisions made on results day.
- 8.5 Year 9 Options are currently being worked on. The Options booklet, which had previously been circulated to the Governing Body, has been sent out to Year 9 students. There are a large number of subjects to choose from.
- Q Moving back to Year 7 transition. How will information be collected as a lot of data will be missing?**
- A Information is gathered from the primary schools. When students start in September, Year 7 will sit CATs tests. The school knows there will be gaps but Year 7 do have a long time to fill these.**
- It's important to talk about what they can do and not focus on the negative. The at home learning experience has been better than last time and there has been a positive side to it.**
- 8.6 **The Heron Homelink – Paper 2** - celebrates what we do in school. An effort has been made not to mention Covid. School has not been closed, it has just been working differently.
- 8.7 **Exclusions – Papers 3a and 3b** – there has been an increase in exclusion because we have had less capacity to hold students safely on site. There has been an increase in infringements around Covid
- 8.8 There are differences in the types of exclusions with increases in social media exclusions and public health exclusions.
- 8.9 DC has a team working on prevention. The Inequality Working Party look at ways to address certain groups.
- 8.10 With regards to behaviour, the hope is, post Covid, the school will be able to buy into different mentoring services.
- 8.11 Classroom behaviour has improved and classes seem calmer.
- Q There is a marked drop in Racial incidents between Autumn 2019 and Autumn 2021. What has been different?**
- A We have worked on Black Lives Matter and the fact that this is an inclusive school for all. Students are prepared to speak out.**
- Q Is the rise in female exclusions down to social media?**
- A Yes.**
- 8.12 **Building Works** – we now have a 3 storey temporary building which will house Geography, Art and Religion and Philosophy. These departments packed up their old classrooms before half term. There are still a few tweaks to be ironed out.
- 8.13 BH has fortnightly meetings with Wilmott Dixon
- 8.14 Staff – we have one MFL teacher vacancy which has generated a lot of interest.
- Q With regards to staff wellbeing, is there a case of doing a staff survey?**
- A BH agreed to work out how and when to do this.**
- Maybe in the third term.**
- YM pointed out that the NGA do a survey which includes parents, staff and students.**
- BH agreed to look out for this.**
- 8.15 Finance Update- the school will have a deficit budget going forward.
- 8.16 A pay freeze has been announced which is good for the school although not for staff. This will reduce the deficit which is currently between £650,000-£700,000. The outturn is less negative than originally thought.
- 8.17 The School Business Manager, Shelley Axtell (SA) believes we can balance the budget.
- 8.18 There have been no unplanned school closures.

- 8.19 The previously circulated Headteacher's report lists some of the meetings BH has been attending and various forthcoming events. The dates listed for mock exams (Thursday 18th March – Friday 26th March: Year 11 and Thursday 25th March – Thursday 1st April: Year 13) have now been put back a week.
- 8.20 Term ends on Thursday 1st April rather than Friday 1st April.

9 SEN REPORT

- 9.1 The previously circulated report is the annual SEN report to Governors which was delayed from the last meeting.
- 9.2 It gives a breakdown of the SEND cohort and the students we are dealing with.
- 9.3 An audit of interventions shows what is most effective for working with these students
- 9.4 Assistant Headteacher Emma Sullivan (ES) has recently qualified as a SENCO which means we now have two qualified SENCOs in the school.
- 9.5 The school get more EHCP students every year.

Q Can the school accommodate physically disabled students?

A Only if the disability is mild. The site is not suitable for anyone with major mobility issues or sight impairments.

Q How do teaching staff cope with the increased numbers?

A It all comes down to the quality of teaching. This is a training need that has already started. It is a challenge but steps have already been taken to up-skill TAs. Not having a TA in class does encourage the development of independence.

Q Social and emotional health has the potential to lead to other things if not dealt with such as exclusions. What is in place to deal with this?

A DC's team work with this and there can be a whole range of things. Sometimes they work with the SEND department on this.

10 NEW REDBRIDGE DISCIPLINARY PROCEDURES

- 10.1 BH explained that the new procedures have been worked on by the Local Authority in consultation with Unions. These are non-negotiable. The last one was very out of date, dating back to 2012.
- 10.2 Having reviewed the procedures the Board agreed to adopt them.

11 LINK GOVERNORS VISITS

- 11.1 Earlier in the meeting BH had explained that a Link Governor was now needed for Reproductive and Sexual Health Education (RSHE) and he asked for a volunteer.
- 11.2 LS agreed to do this.
- 11.3 HD was asked to email an up-to-date list of Link Governors to all Governors.
- 11.4 BH agreed to contact Heads of Department before Governors made contact.

Q Should contact be made through HD?

A Yes

12 GOVERNOR TRAINING

- 12.1 IS reported that he had completed the modules on governor visits and cultural education available on the NGA Learning Link, over half term.
- 12.2 IS advised that the NGA recommend 3 Governor visits per academic year (1 a term).

13 CHAIR'S ACTION

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

14. **TIME AND DATE OF NEXT MEETING:** To note the date of the next Full Governing Body meeting as Thursday 13th May 2021.

15 **ANY OTHER BUSINESS:**

There were no any other business items for discussion.

16 **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
6.2 HD to check the number of students EB help secure places at Oxford and Cambridge university	HD	Next meeting
8.14 BH agreed to look into NGA surveys with a view to carrying out a staff survey during the third term (summer).	BH	Next meeting
11.3 HD to email a up-to-date Link Governor list to all Governors.	HD	ASAP
11.4 BH agreed to make contact with Heads of Department prior to Governors' making contact to arrange Link Governor visits.	BH	ASAP
11.4 All Link Governor visits to be made through HD.	ALL	ASAP

Chair: Ray Kiely



Sign:

Electronic signature due to Covid restrictions

Date: 15th June 2021