

Non Confidential Minutes for FGB Meeting at Lincoln:

at 13.30 to 15.30 on 26.09.24

Meeting Focus: CPD/Coaching; Quality Assurance; SDP 23/24 KPI Overview; Academic Outcomes; Policies

<u>Agenda No</u>	<u>Minutes</u>	<u>Action required</u>
1	Kate Wilson (KW) was welcomed by everyone to her first FGB meeting. BT is meeting with a potential new clerk on Monday 30 September.	BT
2	Apologies – AM Attendees – BT,IH,GB,MW,KW,SB,JS In attendance as advisor – BL There are no Declarations of Interest – These are now completed on the Hub under the personal profile and collated by Pilgrim Hub Admin (BT and clerk).	
3	Resources report <ul style="list-style-type: none"> • HG went through her resources report (a pre-read material on the Hub) data used within the report is up to 16th September 2024. • No changes on the budget and all in line with what is expected so far. • There are no applications yet for the school maintenance apprenticeship role. • The health and safety audit will be completed in November. A governor asked if a governor should be involved in the health and safety audit and did we need a nominated governor for health and safety? It was decided that this could be decided later as the audit will be given to governors when completed. <ul style="list-style-type: none"> • Teachers pay awards will be awarded this year. • KIT days were self-funding. • It was queried about the timings for the annual Pay Committee to meet – this will be before the next meeting after PM are completed. The chair thanks HG for her continued hard work evidenced in this report.	MW
4	Meeting focus input 1 CPD/Coaching; Quality Assurance <ul style="list-style-type: none"> • SL went through his report (also on the Hub) • One document now displays everything relating to CPD from first aid to safeguarding. When asked if CPD ties in with policy content, SL agreed 	

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	<ul style="list-style-type: none"> • that it is an evidence trail for meeting the details of policies. Training changes each year depending on the cohort and also what is needed. • SL shared the QA calendar and how the CPD filters through into it along with yearly deadlines. Governors appreciated the detailed evidence shown. • SL recapped on the deep dives process, ensuring schemes of work are followed and where and how hope is infiltrated into the different subjects. • SL explained that this this years' approach is a move away from deep dives and into learning walks. These will be termly and set a focus on classroom practitioners and the next steps for improvements. Focus will be on the SDP and its outworking in classrooms with a mentoring style conversation with staff. • BL commented that deep dives will continue for reading, SEND and Safeguarding. One of the reasons for moving away from deep dives this year is that heads of departments will have more of an oversight into base and home learning. SL demonstrated a snapshot of the tracker used for book checks. • SL demonstrated the coaching log which is RAG rated that monitors which staff have completed coaching and when. • Governors expressed their thanks for the details so clearly presented. 	
5	<p>Meeting focus input 2 SDP 23/24 Overview</p> <ul style="list-style-type: none"> • BL recapped the priority areas and KPI of the SDP, with RAG rated achievement of target grades. • Answering a query, BL explained Bedrock and it's cost as well as its impact. • BL briefly described the new reading intervention program and how it will benefit the support of pupils due to the data it gathers and how the data is presented. • BL explained how an attempt has been made to show a correlation between attainment and attendance after results. Unfortunately, this year no correlation could be made, BL is hoping that this is an anomaly. • It was asked if there could be a correlation between attendance and holistic outcomes. BL agreed this was worth exploring. • BL commented that English literature can often a sticking issue for our pupils due to missed education or even types of texts being too dark for them. • BL explained what positive experiences are and what is offered. • Forest school type activities has been very successful. • A governor commented on being in awe of how so many statistics can be gathered with our cohort based on previous experience in mainstream schools. 	
6	<p>Meeting focus input 3 Academic Outcomes</p>	

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	<ul style="list-style-type: none"> • JS gave his presentation that is a pre-read on the Hub. • 61 students in Y11 exam series 2024, 50 of them were entered for exams. • A governor asked if the statistics tie in with other schools. JS shares that other schools have very similar cohorts each year, but we do not, this fluctuates our results massively. • A governor asked if we must explain the fluctuations to Ofsted or LCC? BL sends the report to Head of SEND at LCC. • SB explained that Ofsted does not look at the data itself but the story behind the data and that nationally there has been a dip in results. • JS commented that with only about 50 students, 1 or 2 students can make a big difference in overall data. • JS shared not only GCSE but also functional skills data. • A governor asked if subjects offered would be expanded? BL explained it would require specialist teachers. A governor asks if online courses could be cheaper than bringing in specialist teachers. BL explained that students can lean back into mainstream for support for these subjects if needed. For example, a student in the home is doing an online course funded by mainstream this year. • JS shared without functional skills there would be a lot of students leaving school with nothing (no GCSE's). • JS looked at 2024 Year 11 leavers statistics and a governor stated how important it is to know the data of students with ASD, EHCP, LAC, CIN etc to have a greater understanding as shown in one of the final slides. • Governors offered a big thanks for the work carried out into allowing achievement and success for our pupils. • Governors praised the diligence of recording this data and efforts of SLT to allow governors to see and understand. 	
7	<p>Minutes of Meetings 17.06.24/08.07.24 Both sets of minutes were unanimously accepted after being proposed by GB and seconded by MW.</p>	
8	<p>Matters arising –including Governor membership. IH is currently coming to the end of his term of office as a parent governor. After discussion Governors unanimously agreed that IH should become a co-opted Governor (proposed by GB, seconded by MW) for his next term of office and a new parent governor be elected. IH will then continue as vice chair. BT to inform the LA. The Governing Body still has vacancies for another co-opted governor.</p>	BT
9	<p>Chair's Action BT has set up the governor's hub over the summer. It has many new features to explore and use.</p>	
10	<p>Meeting focus input 4 Policies Policies for approval have been available on the Hub for Governors to check prior to the meeting... The following were approved: -</p>	

	<p>Charging and Remissions Child Protection and Safeguarding Code of Conduct Pilgrim version Prevent risk Assessment and Action Plan School Dog Policy BL informed Governors that the exams policies will be updated early due to hosting a re-sit for a previous pupil due to college not agreeing to this. The teaching and learning policy will be early also (Jan) to cover the learning walks.</p>	BL
11	Future Plans update – This is covered in confidential minutes.	
12	<p>Senior leaders’ report: Strengths/challenges/next steps; Safeguarding, attendance, admissions, and reintegration data; Stakeholders, Personal development information; Pressing Issues</p> <ul style="list-style-type: none"> • The report is in the pre meeting folder on the Hub. • KIT days were explained. BL received positive feedback from parents regarding these and Pilgrim will look to do again next year in the longer holidays. Funding plans are still ongoing. • 5-6 students are reintegrating back into mainstream school. • Pilgrim staff working with Primary School aged EBSA pupils will work more closely with mainstream schools moving forward. This will help reintegration. • Positive experience days are having a big impact on those involved and will continue. Students are being asked for their requests such as the beach day trip. • A governor asks for clarification on laptop issues. The average life of school laptops is 5 years if not broken in between. There is a need to look at funding 20 new laptops each year rather than 10 currently, or the option of tablets/chrome books not just laptops. JS informed governors that the school is in a much better position than 2 years ago with laptops. Its normally the software that causes the issues. • It was suggested to ask other schools what they use/what works well. • HG to look into the laptop situation and report back on financial options. • BL commented on future key dates included in report. • Governors expressed their thanks for such a detailed report and reflection on the hard work being carried out for Pilgrim students. 	HG
13	Governor visits – All paperwork about school visits is in a designated folder on the Hub. All visits should be recorded on the visit form and uploaded to the Hub.	All Governors

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14	As a result of this meeting - Any 'focus' changes for next base visits	
15	Any other business BL requested help with supporting Y11 students with interview training. MW offered to help. MW to contact YP regarding this. BL to make the initial contact.	BL/MW
16	Date of next meeting – 21.11.24 (13.30-15.30) at Lincoln	