

CARDINAL HEENAN CATHOLIC HIGH SCHOOL GOVERNING BODY

Notes of the meeting held on Thursday 26 March 2015 at 6.00pm

PRESENT: James Hillyard (Vice Chair) Liz Cox (Headteacher)
Rosie Evans Keith Partridge
Mike Gan Anne Woliter
Richard Harker

IN ATTENDANCE: Keith Briggs (Senior Assistant Headteacher)
Olivia Whiteley (Clerk, Governor Support Service)

1.00	APOLOGIES	ACTION
	<i>The meeting opened with a prayer.</i>	
1.01	Apologies were received and accepted from David Murray, Helena Angstmann, Paul Connell, Andrew Nelson, Mary O'Shea, Thérèse O'Sullivan and Bernard Poulter. Governors decided to proceed with the meeting without quorum and to defer any items in need of approval until the next meeting.	
2.00	MEMBERSHIP ISSUES AND GOVERNOR DEVELOPMENT	
2.01	David Murray has resigned as Chair but will continue as a governor. A new Chair will be appointed at the next meeting.	AGENDA
2.02	The following governor training has taken place since September 2014: <ul style="list-style-type: none">• Mary O'Shea – Teachers' Pay and Performance training on 29 September 2014;• Anne Woliter and Mike Gan – Child Protection training on 8 October 2014;• Keith Partridge – Training for Governors new to Catholic Schools, October 2014;• Bernard Poulter – RAISEonline training;• Mike Gan – Training for Governors new to Catholic Schools, February 2015.	
2.03	Mike Gan will be attending training on Safer Recruitment in May 2015. Governors were asked to inform Anne Woliter (training governor) of any other training undertaken.	
3.00	RECONSTITUTION	
3.01	The new, sealed Instrument of Government has been sent to the school. This approves a new governing body membership comprising 16 governors. The new Instrument and membership will be formally approved by governors at the next meeting.	AGENDA
4.00	MINUTES OF THE LAST MEETINGS	
4.01	The minutes of the meeting held on Wednesday 19 November will be approved and signed by the Chair at the next meeting.	AGENDA
4.02	Matters arising from the July meeting had been deferred. It was noted that all action points had been dealt with. <ul style="list-style-type: none">• <u>Minute 2.01 refers:</u> Mike Gan has since changed position from parent to foundation governor.• <u>Minute 4.04 refers:</u> Further actions have been taken in	

	<ul style="list-style-type: none"> relation to the 'My Health, My School' survey. • <u>Minute 5.01.04 refers:</u> The Resources Committee is to address the issue of first aid. • <u>Minute 5.04.03 refers:</u> A message regarding the Partnership was sent out. • <u>Minute 8.08.01 refers:</u> The racial incidents discussed at the meeting were addressed. • <u>Minute 10.02 refers:</u> The reconstitution of the governing body is underway. This will be approved and finalised at the next meeting, in time for the 1 September 2015 deadline. 	Resources Committee
5.00	MATTERS ARISING	
5.01	Governors reviewed the minutes of the meeting held on Wednesday 19 November.	
5.02	<u>Membership Matters and Governor Development (minute 2.05 refers):</u> Governors were asked a while ago to complete a skills audit, write a pen portrait and confirm governor eligibility. The Headteacher will ask Suzanne Eglington or Jeanette Dahl to circulate any outstanding documents along with the governing body code of conduct.	Headteacher
5.03	<u>Membership Matters and Governor Development (minute 2.06 refers):</u> Anne Woliter has not completed the training on safer recruitment as she had to withdraw.	
5.04	<u>Minutes of the Last Meeting (minute 4.02 refers):</u> Governors had discussed matters arising from the meeting held on Wednesday 9 July 2014 (see minute 4.02).	
5.05	<u>Matters Arising (minute 5.03 refers):</u> The Headteacher will ask either Jeanette Dahl or Suzanne Eglington to circulate the register of governors' interests forms.	Headteacher
5.06	<u>Confirmation of Delegation to Extended Services Joint Collaborative Committee (JCC) (minute 8.03 refers):</u> Mike Gan was asked to confirm that there would be no financial liability to the school in joining the JCC.	
5.07	<u>Headteacher's Report (minute 10.05 refers):</u> It was noted that targeting Pupil Premium students would be discussed later in the meeting (see minute 7.00).	
5.08	<u>Headteacher's Report (minute 10.12.08 refers):</u> It was noted that staff members' continuing professional development (CPD) would be discussed later in the meeting (see minute 9.04).	
6.00	RAISING THE SCHOOL PROFILE AND AN UPDATE FROM THE WORKING GROUP/SLT ON ACTIONS TAKEN TO REVIEW AND ENHANCE THE SCHOOL'S ONLINE PRESENCE	
6.01	These two items were discussed together. Following governors' comments at the last meeting, the Senior Leadership Team (SLT) has moved forward on certain issues. Details were provided in the pack of documents circulated to governors.	
6.02	Governors were provided with a list of items that schools must publish on their website, as advised by the DfE. The tick list showed that the school has all the necessary items on the website, with the	

exception of the Special Educational Needs (SEN) Report. In response to a governor's query, the Headteacher explained that the report will be presented at the next Achievement and Teaching Committee meeting and will subsequently be published on the school website.

- 6.03 At the last meeting, governors felt that it was important to include more information on pupil achievement on the website. Since Christmas, the Headteacher's blog has gained a more significant role. A list of pupil achievements currently featured on the school website was circulated, along with the February newsletter, print screens of the school website, a news release regarding the school's victory in the Leeds Maths Challenge and an article from the Yorkshire Evening Post which identified Cardinal Heenan as one of the highest attaining schools in Yorkshire. The Headteacher highlighted that the website includes pupil photographs.
- 6.04 Keith Briggs was invited to explain to governors why the school does not have a larger social media presence. Although the school would like to engage more with Twitter (e.g. by linking a live Twitter feed to the website), safeguarding issues are recognised as a problem. Social media essentially allows anyone to have access to those in school. There is currently no social media policy with which the school feels comfortable enough; staff are not satisfied with the policies used by other schools. The policy planner was also put into place before the school began to look into a social media policy. The school could wait until the next policy planner is drawn up, or push through a social media policy.
- 6.05 There are currently three Twitter power users/administrators in school who can monitor and post items on Twitter. Keith Briggs explained that he would be happy for the school to have a Facebook page, but that the same policy/safeguarding issues would apply.
Q: Do other schools have a Facebook page?
A: Yes, but there is a level of vulnerability involved.
- 6.06 Keith Briggs will be talking to staff about the school's policies. He added that the school takes safeguarding very seriously. Until staff are convinced that they can ensure safeguarding, the school is unwilling to move toward using social media.
- 6.07 A governor questioned whether pressure groups who are active on social media might be a concern. It was suggested that the school could utilise other opportunities by, for example, creating a governor contact for the churches/parishes – someone who would add things regularly to noticeboards. A governor felt that the Headteacher's newsletters were very good and asked whether these could be condensed to a flyer which could go out to the parishes. The Headteacher commented that the school's former Chaplain had made very good links with the community, which have fallen down somewhat since she left the school.
- 6.08 A governor pointed out that the school should be thinking not only about making links with potential parents. Rather, they felt that the school ought to remind the wider community about the value of Catholic education.
- 6.09 The Headteacher added that they are working on the digital signage

used in school, including the purchase of a plasma screen. The SLT has been quite structured in its approach to raising the school's profile, using the Headteacher's blog, working with the primary partnership and Chaplain and celebrating the school's successes.

- 6.10 A governor suggested that the SLT send out the school press releases. A governor noted that social media can disseminate information instantly. It was suggested that the school could use a closed Facebook account, which would function in a similar way to Twitter and allow only the administrators to add posts. Nobody would have access to the children or be able to add their own content. The page could incorporate links, the school newsletter, etc. Keith Briggs commented that staff had considered this and emphasised the need for a school social media policy. He stressed that the school would need to ensure that safeguarding was as tight as possible before using social media. It was noted that, if social media is to be part of the public face of the school, then it must remain live and current.
- 6.11 A governor suggested using the Diocesan website to enhance the school's profile. Keith Briggs agreed that there are places where the school could have an increased presence. It was suggested that a governor could take on this responsibility and share the school's information with the Diocesan website. A governor queried whether a summary or booklet about the school could be sent out to primary schools termly/annually. It was felt that leaving a few copies in the parish church would also widen the school's contact with the community.
- 6.12 A governor commented that there is now more content on the school website in terms of information and photographs. Keith Briggs added that taking pupils' photographs also raises safeguarding issues. For example, staff must remember to hand the school cameras back so that the photographs can be removed immediately.
- 6.13 It was felt that the school could benefit from someone with responsibility for public relations. The Headteacher added that this could be something for the school to look at and budget for in future.

7.00 PUPIL PREMIUM

- 7.01 Pupil Premium was noted to be a school development plan (SDP) priority. A March 2015 Pupil Premium update was circulated to governors. This detailed the actions taken to prioritise disadvantaged pupils (e.g. strategic placing in class). Strategic questioning of Pupil Premium youngsters takes place and their work/books are often the first to be marked. Those behind schedule are monitored and prioritised for interventions. They are encouraged by teachers and teaching assistants to try their hardest. Some of the curriculum leaders now focus exclusively on Pupil Premium groups.
- 7.02 In Year 7, a group of 10 pupils receive a bespoke programme which focuses on positive discipline to raise aspirations and enhance organisation skills and literacy. The school is monitoring Year 7 Pupil Premium children very carefully. This includes monitoring their progress toward achieving '5 level 5s' (in five key subjects). Keith Briggs explained that the standard threshold measure for Key Stage 4 is the achievement of five A*-C grades at GCSE. At Key Stage 3, the school is using the '5 level 5s' as a threshold measure. This is

also broken down to measure the number of pupils achieving '5 level 5s' including English/Maths. In English, Maths and specific subjects, specific interventions are put in place to assist those pupils who are not meeting the '5 level 5s' threshold.

- 7.03 In Year 10, staff are using differentiated marking techniques, which place more emphasis on students responding to teachers' feedback. Some pupils are also carrying out self-monitoring activities. The school is working hard to improve attendance, punctuality and behaviour and to raise in-class standards.
- 7.04 In Year 11, there is a more targeted focus on Pupil Premium children. For example, sessions take place with Pupil Premium children to help prime them for their exams. The school is distributing revision guides, folders and equipment to Pupil Premium students. Seating plans are constantly being reviewed. The Attendance Officer works closely with pupils and parents. A group of 20 Year 11 pupils took part in the 'Year 11 Challenge'. Dr Caldwell (Assistant Headteacher) has coordinated much of this programme and has been described by another staff member as a role model for the students.
- 7.05 Keith Briggs explained that there is a gap between Pupil Premium and non-Pupil Premium students in school, which can appear quite significant in the figures. When broken down, however, there are only five or six pupils who make a significant difference to the gap. Although the school is working with all Pupil Premium students, the school is drilling down and targeting these five/six pupils in order to close the gap. Other schools specifically target pupils in this way. While the school prioritises Pupil Premium students throughout, the approach is more pragmatic and strategic in Year 11. This requires accurate data. It was emphasised that the approach taken in Year 11 does not mean that other Pupil Premium children are ignored. It was also pointed out that Pupil Premium children in school are ahead of the national average.
- 7.06 The Leadership and Management Committee looked at Pupil Premium spending at their last meeting. The school is trying to focus on achievement and on what happens in the classroom through Pupil Premium expenditure.
- 7.07 The Sutton Trust have conducted some work on interventions and given these a weighting based on their impact. The Pupil Premium interventions which have been shown to have an impact include feedback and marking. The Headteacher used this example to show that there is research/a thought process behind the school's interventions.
- 7.08 The school has encountered some difficulties in evidencing the impact of Pupil Premium spending. However, Ofsted have advised that the school does not need to show a pattern of direct causation, but rather, more of a correlation.
- 7.09 The school is targeting six Pupil Premium students in Year 11 using one-to-one tutoring, in order to improve their marks by one grade. This means that they are sometimes released from normal lessons. Priority is given to English and Maths, as these subjects make a significant impact.

- 7.10 **Q:** Roughly one-third of the students in each year group are entitled to Pupil Premium. What percentage of these pupils are under-achieving? A governor pointed out that Pupil Premium and under-achievement may not necessarily go hand in hand.
A: The Headteacher responded that many Pupil Premium children are high-flying. It was noted, however, that a larger proportion of Pupil Premium students tend to under-achieve, and that the work that the school is doing is therefore quite significant. The Headteacher explained that the school does not cause the gap; rather, the gap already exists when pupils enter Year 7. Staff are targeting the gap from the moment pupils enter the school. Of the children who enter at level 5, few are Pupil Premium children. Those who are at level 5 are generally more likely to make more progress. The Headteacher felt that the school is bucking the trend. Keith Briggs pointed out that the school is doing very well at closing the gap, given the percentage of Pupil Premium students on roll.
- 7.11 A governor felt the school should also be making efforts to challenge high-flying Pupil Premium students. A governor expressed concerns that some parents whose children are entitled to Pupil Premium may not have claimed their eligibility. The Headteacher commented that Pupil Premium is allocated based on Ever six. A lot of work was carried out a year ago looking at Pupil Premium around census time, to check that the figures were accurate.

8.00 COMMITTEE REPORTS INCLUDING DECISIONS MADE UNDER DELEGATED POWERS

- 8.01 The minutes of the following meetings were circulated to governors and taken as read:
- Leadership and Management Committee – Tuesday 25 November 2014, Tuesday 27 January 2015 and Wednesday 11 March 2015;
 - Achievement and Teaching Committee – Thursday 13 January 2015;
 - Behaviour and Safety Committee – Tuesday 3 March 2015 (draft only);
 - Admissions Committee – Wednesday 7 January 2015.
- 8.02 **Leadership and Management Committee**
- 8.02.01 Governors briefly reviewed the minutes of the Leadership and Management Committee meeting held on Wednesday 11 March. The following key points were noted:
- A finance update was provided for the Month 11 financial position. Total expenditure is currently at 89% of the budget (Month 11 is 92% of the year).
 - The current forecast carry-forward for 2015/16 is a surplus of roughly £250,000-260,000. The anticipated carry-forward for 2016/17 is around £160,000.
 - In the longer-term, the school expects a deficit. The figures presented were noted to represent a prudent long-term view, which envisages a surplus in the short-term.
 - The school has decided to lease rather than buy ICT equipment, as discussed at the meeting.

- 8.03 **Achievement and Teaching Committee**
- 8.03.01 The minutes of the Achievement and Teaching Committee meeting held on Thursday 13 January will be covered at the next full

governing body meeting.

8.04

Admissions Committee

8.04.01

A governor advised that the Admissions Committee has met again since the meeting held on Wednesday 7 January. The admissions figures for September 2015 look initially to be very good and all incoming pupils will be Catholic for the first time in a few years. There are some pupils on the waiting list.

8.04.02

The Admissions Policy for 2016 is on the school website and the policy for 2017 entry is currently under consultation with the Diocese. As the policy was received late and could not be placed on the school website before the Christmas deadline, the school will wait another year (i.e. until 2017) before implementing the new policy. The 2017 Admissions Policy will be ready to go on the school website by October. The school already makes provision for siblings, so there will not be much change with the new policy.

8.04.03

The Supplementary Information Form (SIF) needs to be revised, as there are certain questions that schools cannot ask. A draft copy has been created in line with recommendations from the Diocese. A copy will be circulated to governors.

8.04.04

The Headteacher explained that, after July 2014, the LA will no longer be offering voluntary aided schools a service to handle their admissions appeals. Other school categories are also likely to lose their services. This year, a three-day period has been booked with the LA to hear the appeals, with space reserved at Immaculate Heart of Mary Catholic Primary School as a back-up option. The Headteacher felt that the Diocese should take a holistic approach to the loss of the LA service, as appeals can be labour-intensive and time-consuming.

8.05

Behaviour and Safety Committee

8.05.01

Mike Gan was invited to summarise key points from the last meeting of the Behaviour and Safety Committee meeting held on Tuesday 3 March. Sarah Beresford attended the meeting to talk about the Healthy Schools Audit. Mike Gan and Anne Woliter volunteered to come in to school on the day of the inspection.

8.05.02

The committee discussed the Leeds City Council pupil questionnaire, giving particular consideration to the questions regarding sexual exploitation. The committee agreed to go ahead with the wording used. The questionnaire was shared at the Parents' Forum on Wednesday 25 March and those parents in attendance were generally found to be in favour of the survey.

8.05.03

Governors were advised that there will be no LA Attendance Improvement Officers as of July 2015. It is possible that the schools in the Cluster will be working together to resolve this.

8.05.04

Governors discussed the significant increase in the amount of information on safeguarding and child protection and the impacts that this is having on the school. The Headteacher raised concerns that the capacity of year managers has been reduced by the increased workload in these areas. It was felt that safeguarding has to be a paramount focus of the school and that it may be necessary to increase capacity in order to manage this. The Headteacher is to

Headteacher

look at the budget available. A governor expressed concerns that Children's Services have started to rely on schools' capacity in ways that were not originally anticipated (e.g. by expecting schools to lead the Common Assessment Frameworks or CAFs).

8.05.05 The committee discussed the new school uniform, which will become compulsory for all students with effect from September 2016 and for Year 7 pupils as of September 2015. The new uniform will also be optional for other years. In general, the school has received a positive response to the new uniform. David Murray will reply to the letter which was circulated to governors by Paul Connell prior to the meeting. It was proposed that the new school dress code (circulated to governors) would be sent out next week. Governors thanked Rosie Evans for her significant hard work in organising the new school uniform. It was noted that visiting representatives from other schools have requested a copy of the dress code booklet as a model. A governor felt that the booklet may need to make clear how the dress code applies to both the new and old uniform.

8.05.06 **Q:** Will large numbers of pupils be sent home if they do not meet the dress code?

A: The school is prepared to do this if necessary. The school will be working to ensure proper standards and appearance.

9.00 HEADTEACHER'S REPORT

9.01 School Standards

9.01.01 School standards were noted to be externally verified. Governors' attention was drawn to the documents circulated, which included school data for 2014-15 and the 2014 'FFT Aspire' Governor Dashboard. The Headteacher highlighted the school figures in terms of the gap between Pupil Premium and non-Pupil Premium students. It was noted that the school fared quite well in 2014 in terms of 'Progress 8', with the overall figure at 0.04. The Dashboard document provided a breakdown of the pupils by SEN, gender, ethnicity, Pupil Premium, etc. This showed that English as an Additional Language (EAL) learners are doing very well. A small number of pupils are both SEN and Pupil Premium children and low attainers. It was noted that a small number of pupils can have a significant impact on the overall figures, especially in smaller cohorts, which can skew the data.

9.01.02 The Headteacher pointed out that the overall percentage of pupils achieving 5 A*-C grades at GCSE (including English and Maths) in 2014 was 67%, taking into account the re-marking of exams. The Dashboard data provided an overview of the results in each subject in 2014. This highlighted Design and Technology (Resistant Materials) as an area in need of attention. Although this year's Year 11 pupils are a challenging group, they have responded well to the efforts made and the school expects improvements in this subject. The results in Religious Studies were noted to be disappointing; staff have considered possible reasons for these figures. The school is monitoring progress in Religious Studies.

9.01.03 In Sport/PE, the 2014 Dashboard figures showed a significant drop compared with the previous year. Staff have reviewed the schemes of work and are taking a more robust approach to the subject. Further strategies are in place to help pupils achieve the standard that the school believes they are able to achieve. Mike Gan met with

the PE staff and was encouraged by their comments. It is hoped that at least 70% will achieve an A*-C grade at GCSE level. The Achievement and Teaching Committee has also discussed PE at length. A governor queried whether there were any issues with the teachers' evaluation skills. It was noted that some results had not been recorded and that the school was therefore unable to contest the overall marks.

- 9.01.04 A governor queried the red negative symbol and upward arrow next to the 62% of pupils who achieved a grade of A*-C in Art and Design. The Headteacher explained that the results are improving, although they are not as high as the school would like. Staff are nonetheless happy with the progress made in Art and Design and the upward arrow shows that a considerable amount of work has been done.
- 9.01.05 Keith Briggs was invited to present further information on the RAISEonline data. He highlighted the following points:
- The data shows that the school's average grades are higher than the national averages, but that progress is not as high. On average, Pupil Premium boys' progress is below the national average.
 - Removing one to three children from the data makes a significant difference to the overall figures.
 - The progress figures of disadvantaged pupils in school are worse than the overall national picture but they are higher than the progress of disadvantaged pupils nationally.
 - SEN was highlighted as an issue in 2012-14 in terms of progress measures value added. Again, removing three pupils from the data makes a significant difference.
- 9.01.06 Keith Briggs summarised the current Year 11 data which presented the results using the following five key measures:
- Percentage of pupils achieving five A*-C grades (including English and Maths);
 - Percentage of pupils achieving the EBacc;
 - Progress 8;
 - Percentage of pupils making three levels of progress in English;
 - Percentage of pupils making three levels of progress in Maths.
- 9.01.07 At HT3, the school predicts that 64% of pupils will achieve five A*-C grades at GCSE (including English and Maths). The HT3 data shows that 69% of non-Pupil Premium children and 50% of Pupil Premium children are meeting this target, which means that there is a gap. Between 2014 and HT3 2015, the Progress 8 gap figure has reduced from 0.7 to 0.56. Over the same period, the gap between Pupil Premium and non-Pupil Premium students has also reduced in terms of the percentage of pupils making three levels of progress in Maths (27% to 17%) and in English (27% to 9%).
- 9.01.08 This time last year, the school predicted a gap of 35% in terms of the percentage of Pupil Premium and non-Pupil Premium students achieving five A*-C grades at GCSE (including English and Maths). The end figure for 2014 was in fact a gap of 32%. As such, the predictions at HT3 were relatively accurate. This gives staff confidence in saying that, based on current data, the gap is moving

in the right direction. The progress gaps seem to have improved. The prediction for Year 9 this year is a smaller attainment gap compared to last year. Maths has seen significant successes with the mid-ability pupil groups.

9.01.09 Governors were shown data for the average progress made by Year 7 and 8 from KS2. Year 7 made on average no progress, although it is hard to make comparisons between KS2 and KS3 as there are some areas (e.g. Geography) that pupils do not cover as a separate subject in primary school. Overall, in Year 7, Pupil Premium children are making faster progress than non-Pupil Premium children. This is a result of the work done by staff (e.g. subject teachers). Pupil Premium children have higher targets to reach and interventions take place when they are seen to be falling behind. Year 8 pupils have made good progress and the gap has not narrowed slightly since entering secondary school. Pupil Premium children in Year 8 are making the same progress as non-Pupil Premium children.

9.01.10 It was noted that teaching staff do not use RAISEonline in the same way as governors or the SLT. Rather, they focus on pupils who are currently behind their targets.

Richard Harker left the meeting at this point.

9.02 **School Development Plan (SDP)**

9.02.01 The School Development Plan (SDP) 2014-16 was circulated to governors. The order of the priorities has changed this year as staff have ranked them at the end of each half term. It was noted that elements of the SDP may change with the report on Health and Safety.

9.03 **Staffing Update**

9.03.01 Details were provided in the Headteacher's Report. The following new appointments were highlighted:

- Mr Martin Bownass (Associate Assistant Headteacher in Science);
- Mr Anthony McLaughlin (Teacher of Maths and Numeracy Coordinator);
- Mrs Sarah-Jane McNeill (Teacher of Maths and Strategic Improvement Leader).

The Headteacher felt that this would ensure a strong body of mathematicians in school.

9.03.02 Miss Sinead Corcoran (Acting Head of Science) will be relocating and so the school will be advertising to fill this post. Two temporary staff contracts have been made permanent. Some longstanding staff members have left or will be leaving. There have been several requests for changes to staff contracts and also one appeal. Details of medium- and long-term sickness and maternity/paternity arrangements were provided in the report.

9.03.03 A governor felt that all governors should have been made aware (e.g. by email) of the appointment of Mr Bownass, both at the time of the appointment and when advertising for the post. It was pointed out that the appointment was reported in the school bulletin. The Headteacher clarified the role of Mr Bownass as well as the rationale for making the appointment.

- 9.04 **Staff CPD by Department**
- 9.04.01 Details were provided in the Headteacher's Report using a new format. The Headteacher commented that strong training themes observable in the report included curriculum arrangements, the library, Maths intervention programmes, pastoral support (e.g. sexual and harmful behaviour) and ICT development, in response to new agendas.
- 9.04.02 Governors found the new layout helpful but asked that the performance management report make clear individual requests and achievements in relation to CPD.
- 9.05 **Admissions – September 2015**
- 9.05.01 Parental preference, admissions category and acceptance figures were provided in the report. 180 Catholic pupils have accepted a place and the 180th pupil is in category 8 ("other baptised Catholics").
- 9.06 **Teacher Performance Report from the Pay Committee (end of cycle 2013-14)**
- 9.06.01 An anonymised performance report document was circulated to governors. This showed staff performance against objectives and the number of staff who met their objectives, the results of classroom observation assessments, performance against teaching standards and staff member's ability to meet the job role. The report also indicated the pay progression decisions taken.
- 9.06.02 The performance review was considered in depth by the Pay Committee and governors on the Committee were able to sample work.
- 10.00 REPORT FROM THE SCHOOL COUNCIL (PUPIL VOICE)**
- 10.01 A report from the Head Girl regarding the progress and achievements of the School Council was circulated to governors. The group of Year 10 pupils who are taking over the School Council are equally enthusiastic about carrying forward projects for the next year. Elections for the Head Boy and Head Girl will take place shortly after Easter. This will relieve the pressure on the current Year 11 School Council members and will enable the new School Council to run for a full year with a proper handover. The School Council will also continue to function while the Year 11 pupils concentrate on their GCSEs.
- 10.02 Governors asked that the School Council be thanked for their efforts. It was noted that the pupils had worked hard, for example, by interviewing new staff. Mike Gan and Anne Woliter have spoken to the School Council regarding Art and PE and commented that the pupils were very eloquent.
- 11.00 CHAIR'S BUSINESS**
- 11.01 There was no business to discuss under this item.
- 12.00 CLERK'S BUSINESS**
- 12.01 There was no business to discuss. Details of the July Governor Network Meetings were provided in the agenda.
- 13.00 ANY OTHER URGENT BUSINESS**
- 13.01 The last staff twilight session of the year will take place on Thursday

11 June. The Headteacher proposed that the school close an hour earlier than usual to allow staff four hours to revisit the schemes of work in detail. Governors present agreed to this in principle, subject to the approval of the full governing body.

AGENDA

14.00 DATE AND TIME OF NEXT MEETING

14.01 The next full governing body meeting will be held on Wednesday 1 July 2015 at 6.00pm.

14.02 The Headteacher raised the possibility of holding a full governing body meeting prior to the Leadership and Management Committee meeting on Wednesday 6 May. The purpose of this meeting would be the election of the Chair/Vice Chair.

Clerk