

Litherland High School
Part of the Heath Family Trust
Full Governing Body Meeting held on
Tuesday 1st September 2020 at 4.30 pm

Present:

ABE	Alison Bennett	Teaching Staff Governor
ABR	Adele Browne	Parent Governor
JB	Joanne Butcher	Parent Governor
RC	Ronnie Cowen	Trust Governor
FMF	Frank McFarlane	Trust Governor and Vice Chair
TMK	Tracy McKeating	Trust Governor
DR	Daniel Rankin	Trust Governor
DY	David Yates	Principal, Litherland High School
LK	Linda Kinsella	Clerk to the Governors

Apologies:

IM	Ian Mitchell	Chair
SP	Suzanne Pomford	Trust Governor
KL	Karen Lynskey	Trust Governor
CMU	Carmel Murphy	Non-Teaching Staff Governor

1) Welcome, Apologies for Absence and Governors not in attendance

Welcome from the current Vice Chair. Mr McFarlane thanked all Governors for their support in voting him as the new Chair of Governors. We are awaiting ratification of this appointment from the Multi Academy Trust.

Apologies from IM, SP, KL and CMU. These were all accepted by the Governing Board. In the absence of the Chair, FMF would Chair the meeting tonight.

2) Agree Minutes of the last FGB meeting and Matters Arising

Minutes of the last meeting held on 5th February 2020 were accepted as a true and accurate account.

3) GCSE Results

The GCSE results summary 2020 document had been circulated prior to the meeting.

The Principal gave a detailed explanation on how the examinations were cancelled due to the COVID 19 pandemic and informed the Governors on the Government guidance around teacher predictions, algorithm moderation and centre assessed grades. LHS carried out a rigorous process with staff, awarding grades and placing in rank order. In addition to this, our results were also directed to FFT to conduct a further check. We predicted that there would have been a number of improvements in Departments this year, particularly English. However, a small number of students thought they would get a better grade and were disappointed on the day.

The Principal and Mrs Bennett (who will be the Year 12 Tutor), spoke with the majority of students on results day, and as it stands there will be two appeals. Results took our Progress 8 score to -0.2. Some students are contemplating coming back to re-sit, and at the moment we have approximately 10 students who will likely do resits in November rather than next summer when they could do them at College. There was an opportunity to ask questions.

Q. RC Will there be a cost to school?

A. DY The exam boards have given us approximately 20% rebate for this year, and the rest will be either via school budget, MAT support or hopefully DfE support.

Q. FMF Can you put into context Progress 8?

A. DY 0 = If everyone gets the GCSE result they are predicted, then we get a value of zero. We were

sitting on -0.65, now we are on -0.2. We aim to have a positive Progress 8. We need to ascertain how little or how much students have worked during the lockdown, and this will be apparent during the coming weeks and we will pick it up. There was certainly some anxiety this morning for staff coming back, but we know we have to get on with it.

ABE added that this current Year 11 group are a motivated and hardworking group.

- Q. RC Did the first day back get better?
A. DY Most definitely, staff confidence grew and by 3.00 p.m. we were all more settled and school finished on a high note with staff lining the Avenue clapping the new Year 7s out of school. We did a lot of work with the students during lockdown.
- Q. DR What is the ideal P8 score?
A. DY For us when we are back doing exams to get to +0.5 would be amazing.
- Q. RC If we were to maintain -0.2 again this year would that be a pleasing result?
A. DY Improving would be better. Why students and parents felt unhappy this year was that they lost the chance to sit exams. The offer is there for the Year 11s to resit, but we haven't had many wanting to do this, especially if they have been accepted into their choice of College.
- Q. Govs What about funding for Year 11s?
A. DY We are awaiting confirmation of COVID Catch Up funding, of which we could receive up to 60K. This would of course have a spending plan which sits behind it, agreed in conjunction with the MAT.

There was an opportunity to ask questions. There were no further questions.

4) SEF

The Self Evaluation Summary was circulated prior to Governors, and covered the following areas:

- Quality of Education
- Behaviour and Attitudes
- Personal Development and
- Leadership & Management

Each area had listed strengths and areas for development, and SLT had allocated an overall grade.

There was discussion amongst Governors on the key points raised, and the Principal stated that he genuinely believes as a school LHS is closer to being Good (2) than Requires Improvement (3).

- Q. FMF **We have four Grade 3s, how confident are we that these are not over optimistic?**
A. DY The two areas of risk are SEN and progress, however when Ofsted return we can demonstrate how they are embedded. We may get a HMI visit for 1 day to ascertain how lockdown has been.
The Principal's report reflects all the work we have done, and exactly what has been achieved, and collectively we have worked extremely hard.
- Q. ABR How wonderful have the Facebook Live sessions been? I know it was a team effort, but from DY it came from the heart, and from a parent's view it was amazing.

DY recapped on the entire lockdown experience, and how staff have been worried and anxious, as has the rest of the country, but there has been overwhelming support for the students and school, and doing whatever it takes to move forward. We are not about looking at the past.

TMK wanted to mention Ms Murphy in particular. CMU is the School's Designated Safeguarding Lead, and she has been outstanding throughout this, social workers have mentioned to TMK how she has kept in regular contact with our vulnerable families, keeping our students safe, and reporting attendance to the DfE on a daily basis.

ACTION: FMF asked DY to please raise with the MAT.

- Q. FMF **Do you think we are nearer Grade 2 than Grade 3 in the four categories?**
 A. DY Yes.
- Q. FMF **What is your view of middle management?**
 A. DY In terms of experience, I think we have a mixed team, but working towards a common goal, and they all know what their goal is.
- Q. FMF **Are there some Heads of Department less management orientated than others?**
 A. DY There are approximately 13-14 middle management and they have a range of skills. They work closely with the Senior Management Team, and all work well together. We need the clear direction for the Heads of Department who will follow their plans to their absolute best of their ability.
- Q. FMF **Often with HODs, problems arise with management problems and supervision. Are we correct that some HODs may not grasp certain things?**
 A. DY Of course, this can happen, and myself and the Vice Principal are aware that such may need rapid improvement.
- Q. TMK It is difficult, but just because we have had COVID 19, we cannot excuse poor performance.
 A. DY Of course, if situations arise, I would tell staff directly, as I cannot carry passengers. It is about striking a balance, team work whilst improving. At the end of the day, our school will improve and I will not shy away from it.
 FMF stated that as Governors they need to have confidence. TMK agreed, and commitment needs to be made in terms of school improvement.

5) School Action Plan

RC asked for explanation and further follow up as Governors had not received this.

DY explained that the SEF areas for development lead directly into the School Action Plan. These are RAG rated and there is evidence so we can link to it.

The Governors questioned the SEN register.

DY noted that there are 11 HNF students in school, and 83 students on the register. There was discussion about how this came about. DY wants to keep this under constant review. Many students have for example more medical needs, therefore it would be more appropriate for them to have a support plan.

- Q. FMF Will we get a revised School Action Plan?
 A. DY Yes at every Full Governors.

ACTION: Updated School Action Plan provided at each Full Governors meeting.

6) PP Review and PP Strategy

For the new PP Plan we have followed the Trust format. In the plan, we are expecting our PP students to do as well as our Non PP students. We constantly aim to get all students achieving.

Tomorrow we will ask our students if there are any significant changes that have happened over the Summer. We know already that two children lost their mums.

DY thanked TMK for providing the refresher safeguarding training. We are in a high priority area for Policing as there have been two murders in the area recently.

Equality of opportunity is something we are going to address, improve academic vocabulary and confidence, increase cultural capital and raise aspiration.

- Q. TMK Are any children shielding? Sefton can provide a laptop and router.
 A. DY I know of one student.

In the lockdown we received 15 laptops from Sefton, EITC gave us 20, plus those from the DfE, so in total 50 families were allocated a device.

Q. ABR Do we have any children not showing up who we thought were.

A. DY Tomorrow, all students will be placed on roll as they report for school, and then made live in the system. Interestingly we have picked up 10 new students in lockdown.

Q. ABR Will the students be briefed about COVID, new arrangements, true symptoms and faking symptoms etc.

A. DY Absolutely.

We have gone out of our way to support students e.g. Mr Rankin has been in every single week of the Summer holidays to work with students. We will make it work together and I will try and keep up the weekly Facebook live sessions.

Also, now supporting our students we have 'Friends of Litherland' who have given their time freely during the Summer holidays painting the school and organising the equipment packs for our students.

The challenge with the PP plan now is to ring-fence more funds. Our fixed premises outgoings are the same as schools with almost double the amount of students.

DY and the MAT Financial Controller have set an extremely tight budget. We have not replaced some staff leavers and DY is confident that this is the last year of austerity. LHS have an additional 34 Year 7s coming into the school and this ensures that the GAG funding increases, albeit the following year. There are two staff on maternity, and when they return that will give school additional capacity.

7) SEN Statement/Overview

The document was circulated in advance to Governors. DY gave an overview of the area. The children with SEND as a group have not done as well as they should of, and over time, this area has been subject to a number of staffing changes. DY has asked the Vice Principal to now oversee the area. From today, the HUB is closed. The students were spending more and more time in there, and not being integrated back into class. Any students with anxieties will have interventions put in to support them. Mrs Wren (SENDCO) is responsible for the progress of the children and Ms McAnally (Vice Principal) with the deployment of staff. The plan is for those students in Years 7/8 to have a dedicated TA, but in Years 9-11 the students will get used to having a number of supports. The subject specialists will also be there. DY/KA/SENDCO will trim the SEN register down. We have the support of our SEN Governor Mrs Lynskey. There will be regular meetings between Mrs McAnally and Mrs Wren for rapid improvement. Mrs Wren will also have a timetable of 15 lessons.

Q. FMF How will that work?

A. DY With our current circumstances it is essential for both budget reasons, and for keeping up to date with students, and gaining the respect of students. The day I don't teach my lessons I will lose respect.

Q. TMK Don't you think SEN is the biggest issue in all schools?

A. DY It is, and SEN is full priority. It is a huge area of challenge, on a daily basis front and centre.

DY asked with Governors' permission to keep SEN and Safeguarding as standing items.

ACTION: SEN / Safeguarding to remain standing items on the Agenda.

8) Safeguarding

Ms Murphy (DSL) led the refresher safeguarding training this morning (INSET).

DY informed Governors that he knows of all our students who have safeguarding needs, and the reasons. The Safeguarding Team will create an online file to share information at the appropriate level.

TMK added that targeted support will always work better for these students than working in a HUB setting.

There are only now two children in off-site provision, and Ms Murphy is visiting regularly and calling every day. CMU/DY also did a joint visit at the end of term. The expectation is that there will be no students next year.

We still have staff in the school minibus going out to collect students, but we are not able to do in the same way because the bubbles. We are going to look at bus passes.

CMU keeps the Alternative Provision list updated all of the time, and is keeping a close record of those off roll. Some students are on managed transfers that did not work out, and we can evidence all of this.

DY spoke about the School's policy re: DBS.

Ofsted state that once a member of staff is in continuous employment then school do not have to keep renewing a DBS unless there is a break in service or school have concerns about an employee.

Governors agreed it would be good practice to renew older DBS'. Governors thought that a rolling renewal programme should be put in place for those staff who have been with school a number of years.

ACTION: FMF/DY to follow up MAT guidance on this.

9) COVID/Principal's Report/September arrangements

Q. FMF **How do we know we are on track for a good year?**

A. DY We are working towards common goals. With regard to the COVID arrangements, Governors have read the September plan. Each of the year groups have their areas:

Year 7 English

Year 8 Science

Year 9 IT

Year 10 MFL

Year 11 Maths

Staff have prepared all the areas to be COVID safe, and school has plenty of hand sanitisers, antibac. products, hot water and soap; and the school is safe. DY informed that he has not gone down the facemask route, as it is not currently government guidance.

TMK has today emailed the latest Public Health information to Headteachers. In some respects, some Headteachers will go with facemasks, and DY is looking at the information available to us and making those decisions. TMK advised to follow Public Health. DY/Governors agreed, and all our arrangements will be under constant review.

Students will be coming into school on a staggered start. Siblings will still come together. From 8.00 a.m. school will be open, and staff volunteers will be in the areas from 8.00 a.m. DY will give staff a free lunch until the end of the week and provide refreshment to those who give up their time to supervise during lunchtime. DY went through the arrangements in detail, and there will be no afterschool activities. There was an opportunity to ask questions.

Q. RC Will students be encouraged to keep washing their hands?

A. DY Yes on arrival into the building and at intervals through the day.

Q. TMK What about the children who will be worrying about coming back and worrying in general.

A. DY Staff will be there to support them and we will support each other.

10) Policies – Behaviour for Learning Policy COVID Amended / Behaviour for Learning Policy 20-21

The temporary and full Behaviour for Learning Policies were circulated to Governors in advance. The changes to the temporary policy involve the COVID arrangements and zoned Assistant Heads of Year.

The Vice Chair asked Governors if they are happy to pass these Policies through? Yes unanimously, Governors all in agreement. There will be further policies for approval in October.

The Vice Chair added that he had been in school today for three behaviour panels for students and their families, in order to review behaviour and have students ready to learn for September. Even in these times, we are still treating misbehaviour seriously, and students need to know we have high standards.

11) Pecuniary interests

The Pecuniary Interests form was passed to all Governors for completion. Governors to return to the Clerk.

12) Proposed meeting dates 2020/21

The proposed meeting dates for 20/21 were circulated to Governors in advance. The Vice Chair stated that the Governors would be guided by the Principal on the scheduling of these. The Governors agreed to accept the dates. All meetings would have a 5.00 p.m. start.

13) AOB

DY showed Governors a slideshow summarising everything that had happened during lockdown. He spoke about all that had been achieved, and new things to come, noted below:

- Students painted a massive Rainbow which was displayed at the front of school on the first day of the lockdown, and it is still there today.
- Sefton Community Pantry (Lynn Higgins) provided hampers for families.
- Hickorys Smokehouse provided meals for families.
- Pre loved uniform shop – this has gone down great and provided uniform for many families who required items.
- Friends of Litherland supplied all the paint and painted all areas that needed it during the Summer.
- Friends of Litherland assembled all the individual student equipment packs.
- Ms Hatton wrote handwritten notes to every single child in her Year 10 to welcome them coming back to school.
- All the students will be getting their photograph taken this week and parents will receive it in the post.
- **Every time something significant happens, we are going to celebrate it.**
- Every year group will have a different colour badge to identify their bubble.
- There will be no more plastic bottles in school. For drinking water we have provided a free school water bottle to all students.
- Oversize A4+ exercise books with plastic jackets will be used for all student work, to ensure beautiful presentation.
- Friends of Litherland will hold their first AGM in September.
- Knowledge Organisers – every child will receive one every half term giving information about each subject they study.
- New style reports have been issued which are so much easier to interpret.
- Painted chalk boards are now around school in each area for display/messages etc.
- Students will be allowed to use their mobiles at break and lunch time.
- It was noted that students had access to all our communication systems e.g. email, facebook, school mobiles and not one student sent an abusive or inappropriate email or text to staff.

Governors wanted to pass on their thanks to staff and Friends of Litherland for all their hard work. ABR (Wellbeing Governor) will send an email to the Clerk to circulate

ACTION: Email to staff from ABR.

SLS

Unfortunately, DY reported that Schools Lettings Solutions (SLS) have gone into liquidation. School were very sorry to hear for the business and staff involved. This leaves us now with a challenge to organise our after school lettings. DY will keep Governors updated.

Safeguarding Walk

This will take place on Wednesday 30th September @ 9.30 a.m. led by FMF. All Governors are welcome to attend.

Open Evening

Instead of Open Evening, LHS will have an Open Weekend.

Staff are going to give tours @ 10 a.m. 12 noon, 2 p.m. and 4 p.m. This will be for the current Year 6's coming up. It will be the weekend of 19th - 20th September. If any Governors can attend then please let DY know. It is those informal conversations with Staff and Governors that really do help parents in their decision making. There will also be a digital presence and a Facebook Q&A. Governors thought that Primaries would be more than happy to market the Facebook Live sessions.

MAT meeting

Next week, the Chief Executive Mr Donnelly is visiting all schools. DY asked if any Governors could be present on 9th September from 1 p.m.

ACTION: Clerk to email all Governors to invite to the meeting.

The Principal closed the meeting thanking all Governors for all their support. We are heading in the right direction and we are a great school!