

Minutes of the meeting of the full governing body held on Tuesday 8th June 2021 at 4.30pm.

**Present:**

Mrs N Galloway (Chair)  
Mrs H Benwell  
Mr C Feeney  
Mrs J Harvey  
Mr C McConnachie  
Mr I Lindsay  
Mrs A Preston  
Mr T Rimmer  
Mrs J Vila  
Mr A Walker  
Mr I Siddall (Headteacher)

**Also Present:**

Mrs E Wallace (Clerk to Governors)  
Mr P Marsden (Observer – Deputy Headteacher)  
Mr M Pickles (Observer – Finance Director)

**Apologies:**

Apologies received and accepted for Mr C Jackson.

Please note the Department for Education ‘urges governing boards to be pragmatic in what they cover in meetings during this time, and to be proportionate in the decisions that they are planning to take’. They expect governors to focus on ‘urgent, time-bound decisions’ and understand boards will want to ‘defer non urgent decisions/agenda items until future meetings’.

In addition, the National Governance Association (NGA) has advised paperwork be scaled back and verbal updates be provided wherever possible during this time.

**2a. Governors declaration of interest**

Mrs Benwell, Mrs Vila, Mr Feeney and Mrs Preston declared they were parents of Year 11 students with reference to any discussion that may take place with regards to the Year 11 GCSE grading processes undertaken this summer.

**b. Membership of the governing body**

The parent governor vacancy had advertised and was unsuccessful in appointing. The governors discussed deferring the next advertisement until the Autumn Term, to include the new intake of year 7’s joining the Academy.

**3. Approval of minutes from 02/02/2021**

The amended minutes of the meeting on 02/02/2021 having been circulated, be approved and signed by the chair.

**4. Minutes of the previous meeting and any matters arising**

The minutes of the previous meeting, having been circulated be approved and signed by the chair with the following amendments:

- Further detail regarding pupil premium monies, confirming Pupil Premium monies were calculated based on the number of eligible Pupil Premium students but were not ringfenced to be spent per each individual student. It was up to the academy to determine how the monies were spent.

**ACTION**

**Clerk**

**A governor asked** if a primary lead had been appointed in relation to the Fylde Coast SCITT.

Mr Siddall stated the new primary lead was to be Mr Kenworthy (Deputy Headteacher at Hambleton Academy) who will be seconded two and a half days a week.

## **5. Chair's Update and Actions**

The Chair had been in regular contact with Mr Siddall and visited Hodgson in the last week of the half term. The Chair had received questions from governors regarding mask wearing as the government released guidance stating masks could be taken off, however Lancashire public health stated masks should still be worn and so Hodgson followed the advice of Lancashire, as it was localized and relevant. Governors had also asked if the Academy would celebrate the 90<sup>th</sup> anniversary of Hodgson. Mr Siddall explained plans were on the agenda for celebrating this occasion. The Chair discussed the briefing regarding grading processes she and a number of other governors had attended. She expressed her gratitude to the amount of extra work this had generated for the teaching staff. The Chair also attended a webinar on Governor safeguarding and the pandemic.

The Chair discussed the breach in trustee membership currently ongoing and suggested trustees email The Chair to organise a suitable meeting date to resolve this.

**Governors**

## **6a. Headteacher's Report**

The Headteacher's report had been circulated to governors prior to the meeting.

Mr Siddall invited questions.

**It was agreed an item in 6a was deemed to be of a confidential nature and minuted as such.**

**A governor asked** if bullying had decreased nationally due to the pandemic.

Mr Siddall stated he would find this information out and report back to governors.

**Mr Siddall**

**A governor addressed** the minimal movement of staff and congratulated Mr Siddall on providing a workplace of excellent well-being and contentment.

**A governor stated** the online parent's evenings had decreased staff work load.

Mr Siddall agreed and stated this is also helpful for parents, with a view to possibly maintain this approach.

**A governor asked** about the higher than normal decrease in Y11 attendance and was this expected for future years.

Mr Marsden stated this was not expected to continue going forward. He stated there was a number of non-attenders in Year 11. Mr Marsden added the lack of GCSEs resulted in assessments finishing 2 weeks earlier than normal and therefore students not attending.

**A governor stated** this has been a very difficult year for Year 11's emotionally and mentally for these students as well as nationally.

**A governor asked** why this drop in attendance trend is not seen in Years 7-10.

Mr Siddall stated in other years there is movement to engage students with school, working with them to keep up attendance. The Academy uses fixed term penalties, home visits and other tools to help improve attendance. He added this is a clear area of focus with the plan to re-engage parents and proactively work with students and their families. He stated there is a small number of students responsible for the figure, with attendance low nationally however in comparison, Hodgson's attendance is higher than most.

#### **6b. Year 11 grading process update**

Mr Marsden started discussions explaining the key differences between approaches regarding grading processes from last year. The approach last year: what could they have achieved had they have sat GCSEs. The year the approach this year: what grade have they achieved based on the evidence gathered. Mr Marsden explained Hodgson provided two weeks of assessments to gather evidence, chosen by the departments based on curriculum taught adequately, with this approach also one of the key principles for students to be assessed on the content they have been taught, which may not have been the full specification of curriculum due to the disruption to covid-19. These had been used to identify notional grades based on how they performed and how they performed in relation to each other, to compare with grades from previous years. From here, departments were being asked to use this evidence to determine a Teacher Assessed Grade (TAGs) for every student in every qualification. The SLT will now look at these grades using external analytical tools to ensure these grades look broadly in line with historical grades of the school. He added by the end of the following week, these grades must be submitted to the exam boards. Mr Marsden explained once these grades had been submitted there would be a quality assurance process from the exam boards, where they will ask for evidence from at least five students from two subjects. Students will receive their grades on 12<sup>th</sup> August, with an appeals process available.

**A governor queried** how re-sits would operate.

Mr Marsden stated last year the up-take last was low with around six students wanting to re-sit a subject. He added the problem with re-sits, is sitting an exam that has not been taught for six months.

**The governors expressed** thanks to all staff for their hard work and input during the grading process.

**A governor asked** if the work load for teachers had increased because of this approach.

Mr Marsden stated it had increased the work load, as there were assessments to mark and meetings. He added this is a busy term historically, as normally extra classes and tuition for the Year 11's would be running, as they progressed through their GCSEs.

**6c. Approval and evaluation of educational visits**

Mr Siddall explained there is currently no approval required for any visits. However, next academic year should allow more visits requiring approval. He explained Year 10 were due to visits the Blackpool & Fylde College for a tour and continued to explain D of E visits had restarted successfully.

Mr Marsden explained the DfE had made monies available to schools and academies to run a summer school for transition students. He stated that out of a possible 225 students, 170 had signed up for this.

**A governor asked** if this would run immediately after the term.

Mr Siddall stated the end of the term is Wednesday 21<sup>st</sup> July with the summer school running for one week from Monday 26<sup>th</sup> July.

**A governor queried** whether Blackpool Sixth Form were offering guided visits.

Mr Siddall explained whilst they are offering talks they are not offering activities or visits. He continued stating they currently operate a one week in college one week remote learning approach, until at least the end of the half term.

**A governor queried** the Geography visit taking place and whether approval had been required.

Mr Pickles stated he would look into this and report back to governors.

**Mr Pickles**

**7a. Finance and Buildings Update**

The Finance and Buildings update document had been circulated to governors prior to the meeting.

The Chair invited questions.

**A governor queried** the negative balance shown on the catch-up grant.

Mr Pickles explained the figure shown was a credit balance, he continued to explain the Academy had received the full grant of £89,560, an increase to the projected amount of the £8,500 expected. The increase of income is higher than expected and therefore appearing on the system to be negative. Mr Pickles explained the monies can carry forward to future years and spending is determined by the Academy.

**A governor questioned** if the catch-up grant could only be spent on catch-up.

Mr Pickles explained the Academy must account for the money and must demonstrate how the money has been spent in relation to catch-up, however there is no timescale.

**A governor asked** for clarification on the one-to-one tuition national tutoring programme and whether this was a time limited contract.

Mr Pickles explained around £5000-£6000 had been spent on this and confirmed it was a time limited contract.

**A governor sought** clarification on the £1.4 billion the government hold regarding catch-up funding.

Mr Pickles explained the Government had not released information on this or how it would be spent. He continued to explain some of the money could be determined by the Government on how it should be spent. All Schools are still awaiting further information.

**A governor questioned** whether monies left over from this would be ring-fenced and monies left over from Pupil Premium.

Mr Pickles stated it would need to show how it was carried forward and evidenced how it was spent. Mr Pickles explained it has been a difficult year to allocate money and there has been an increase in Pupil Premium students.

**The Chair stated** there would be a Pupil Premium report and once finalised would be circulated.

**A governor referred** to the Academy's requirement for a new catering contract.

Mr Pickles explained eight companies showed interest and had all visited, with the deadline for tenders to be received by the 14<sup>th</sup> July. A shortlisted selection will be invited to a presentation interview in September with the successful contract starting on 1<sup>st</sup> November 2021.

**A governor asked** for the notice period of the current catering provider.

Mr Pickles explained notice had been given 3 to 4 months ago, with the current catering provider taking part in the tender process. He explained the current contract for 3 years with add-ons was due to expire.

**A governor asked** whether the money allocation for pupil premium student meals had been explained to the catering providers, in terms of uptake and cost.

Mr Pickles explained the challenge with any catering contract is ensuring quality. He explained the allowance for free school meals is £2.20 a day per pupil premium student. Mr Pickles explained the difference in contracts, as some will charge the school £2.20 regardless of underspending, where others will charge only on what has been spent by the student.

#### **7b. Budget Forecast (2021/22 – 2022/23)**

Mr Pickles stated an audit committee meeting was due for internal scrutiny and arranged with the committee membership to meet at 4.30pm on Tuesday 15<sup>th</sup> June.

**8. Confidentiality**

It was agreed items contained in 2b and 6a of the Agenda were deemed to be of a confidential nature and minuted as such.

**9. Date and time of next meeting**

The next full governors meeting to be held on Tuesday 6th July 2021 at 4.30pm.