

Governor Services, Learning and Skills Team

HODGSON ACADEMY (02502)

Minutes of the governing body meeting held at the academy on Tuesday 22 January 2019 at 4:30pm.

Present:

Mrs N Galloway (Chair)
Mrs S Benson
Mrs H Benwell
Mr C Feeney
Mr C Jackson
Mrs J Jackson
Mrs S Khan
Mr I Lindsay
Mr C McConnachie
Mr A Nicholson
Mrs A Preston
Mr S Smith
Mrs J Vila
Mr A Walker
Mr D Yarwood (Principal)

Also present:

Mrs F Graham (Clerk to Governors)
Mrs L Rogers (Observer – Governor Services)
Mr P Marsden (Observer – Assistant Principal)
Mr M Pickles (Observer - Finance Officer)
Mr I Siddall (Observer – Deputy Principal)

Apologies:

Apologies for absence were received and accepted from Mr C Malone (Observer).

19.01 Student Leadership Report

- a) Student Leadership report
- b) Senior Students (verbal report)

It was agreed that this item would be deferred until the next full governing body meeting on Tuesday 19 March 2019.

19.02 Fylde Coast Academy Trust (FCAT) update including FCAT SWOT

ACTION

Governors agreed that item 8 on the agenda be brought forward to allow Mr Nicholson, Executive Principal, to make a presentation at the start of the meeting and then leave.

Mr Nicholson thanked governors and explained that yesterday he had received a telephone call from Her Majesty's Inspector (HMI), Mr Ahmed Marikar, to confirm that a Trust Inspection would be taking place on Monday 28 January through until Thursday 31 January 2019. He continued that a brand new summary evaluation would take place and so technically it was not an inspection.

The first meeting on 28 January would serve to structure a framework for the rest of the inspection. Mr Nicholson said the profile of the Trust was promising. In terms of Ofsted grading the Trust had one outstanding school, six good schools, two schools required improvement and one, Armfield had still to be inspected.

Mr Nicholson's FCAT report and FCAT SWOT analysis which governors had received prior to the meeting was noted. The FCAT SWOT analysis detailed the areas of strength and the areas for development.

The next item of discussion was deemed confidential and minuted as such.

A governor enquired if the inspection was the first Trust inspection. Mr Nicholson suggested that it was like a two stage process. The first stage last year had included five school inspections and now this was the second part of the process.

The chair and governors expressed their support to Mr Nicholson for the Trust inspection.

Mr Nicholson left the meeting at 4:50pm.

19.03 Governing Body Matters

a) Declaration of Interest

Mrs Preston declared an interest due to working at Montgomery High School (FCAT).

b) Membership

It was noted that Mrs Preston's term of office would end on 9 February 2019. Notice of a parent governor vacancy had been circulated with the closing date of 22 January at 12 noon. Two nominations had been received and therefore a ballot would take place. Mrs Preston confirmed she was one of the nominations. Governors thanked her for offering to stand again.

It was noted that Mrs Benson's term of office would end on 9 March 2019. She was invited to continue as a co-opted governor. Mrs Benson accepted the invitation. She was asked to leave the room whilst the governors voted. Mrs Benwell proposed Mrs Benson and Mr Walker seconded Mrs Benson.

Mrs Benson returned to the room and thanked governors for their support.

19.04 Minutes of the previous meeting

The minutes of the previous meeting held on 27 November 2018, having been circulated, were approved and signed by the chair as a correct record, with the following amendment.

Apologies for absence were received and accepted from
Mr P Marsden (Observer)

Mrs J Villa

19.05 Matters Arising

Minutes of the Previous Meeting and Matters Arising (Minute 18.66 refers)

Mr Yarwood had been in contact with HMI Mr Vincent Ashcroft with a request for a non-judgemental trial Ofsted. The request had been considered and it was likely the trial would take place during the summer term. The academy would be contacted by Easter to confirm the details.

Principal's Report (Minute 18.68 refers)
On-line Safeguarding Update

The chair requested that the wording be altered as follows;

- Grooming – **could be both** internal and external

FCAT Update and Report (Minute 18.69 refers)

The core values of FCAT had been distributed in poster format to all FCAT schools. It was requested that this information could be distributed to all governors.

Mrs J Hardy

19.06 Policies and Procedures

a) Sex and Relationships Education Policy update

Mr Ian Siddall explained that there were a considerable number of changes and updates to this Policy. It was agreed that the approval of

the policy should be deferred to the next full governing body meeting on 19 March 2019 when all the changes had been reviewed by the senior leadership team (SLT).

Mr Ian Siddall confirmed that the school website met the statutory requirements.

b) Special Education Needs and Disabilities (SEND) Policy

There were no major changes to this policy and it had been reviewed and updated by the SLT.

The chair requested the following amendment be made to the Hodgson Academy SEND Information Report January 2019;

School Governor with responsibility for SEND: **Mrs H Benwell.**

Mrs Benwell had been headteacher of a special school and had the expertise to perform such a role. Mrs Galloway thanked Mrs Benwell, who was grateful for the opportunity to take up the role of School Governor with responsibility for SEND.

Governors approved the updated SEND policy and the amendment requested by the chair.

SEND Policy

19.07 Principal's Report

The Principal's report on the achievements and developments in the academy since the last meeting of the governing body was received and noted. The headteacher invited questions and picked out key areas for discussion:

- Staffing and recruitment was stable, but sustaining outstanding leadership was high on the agenda.
- The second round of the new Principal appointment process was underway with a deadline of Monday 28 January for applicants. Shortlisting would be followed by interviews on 11/12 February.
- The Assistant Principal position would be advertised internally. At the moment Mr Malone was Acting Assistant Principal and he would be interviewed next week.
- Ms Fiona Bate would take up her position as part of the new (SLT). Already, she was contracted at the Assistant Principal scale and would further strengthen the team as a highly skilled specialist in SEND/Safeguarding and Child Protection.
- The number on roll remained at 1141. A pupil had joined the academy in Year 8 and unusually a child in Year 10 had left the academy.
- The academy was oversubscribed by 16 places and there were 3 more enquiries about places.

- Appeals would be heard next week. Every effort was made to accommodate, managed moves, fair access and pupil access. This was tough on class sizes but other schools in the area faced similar issues.
- The number on roll was the largest since the 1930s.
- More children joining the school were coming from the local area and LCC had intimated that they intended to amalgamate some of the bus routes as part of a cost cutting exercise.

A governor enquired about the capacity of Year 7. The Principal replied that the year was oversubscribed by seven pupils already. Currently there were 232 pupils in Year 7 but this could increase to 235. The Independent Schools Appeals panel made the decisions on appeals and some of the members of the panel were very supportive of the students. The Academy would be supportive of all pupils. Next year 290 pupils had put the Academy as their first choice. With appeals the number on roll in Year 7 could reach 234.

A governor asked if the percentage of pupils from the parish was available. It was confirmed that about 70-80% of pupils came from the parish and about 25% of pupils came from outside the parish. The number of pupils from the immediate surrounding was growing. The distance from the academy had reduced to 2.03 miles. Previous years had been 2.3 miles and 2.5 miles.

A governor queried at what point it would be necessary to employ another teacher. Calculations were made year on year. Accommodation was made by the number of sets. For example in Years 9, 10 and 11 there were 10 sets for maths, English and science. In Years 7 and 8 there were eight sets with larger average class sizes. Each extra pupil had a downward pressure on the options class sizes. In Year 11 there were 34, in Year 9 there were 30. The number of technology classes had increased from 10 to 12 to ensure safety. Room occupancy was an issue with an average of over 90% of rooms occupied per period.

A governor asked if the larger class sizes were having an impact on results. This was difficult to prove because there were no comparisons. Similarly there was no proof that classes with more pupils following appeals had any impact on results.

The chair enquired about the impact on the teachers' work load where there were larger classes due to appeals. Mr Yarwood confirmed that this did have an impact on the teachers' work load. Out of over 30 appeals per year, seven or eight would be won. The appeals during the year tended to be for reasons such as families moving into the area or some background issues. At the end of the year the appeals were mostly from families who they wanted their Year 7 child to gain a place at the academy.

Achievement and Student Outcomes

The focus of the outcomes summary for Year 11 was based on the mock exams and if the pupils carried on at the same pace. The forecast was for the pupils to improve post-Christmas, as it was usual for them to step up.

A governor commented that in the three year headline comparison there had been a big drop in Basics 9-4%, before and after the mock exams, from November 2018 at 84 to January 2019 at 77. Three considerations were taken into account with these comparisons; to analyse any underachievers, to report to parents and to report to governors. Teachers' reports to parents were likely to be conservative for example if a grade was between 4 or 5 then the teacher would be most likely to report grade 4. The forecast judgements took into account different factors and the final outcome was likely to be better.

The current Year 11 had a high Key Stage 2 starting point, with this in mind for the Progress 8 figures to be strong it would be necessary to score a very high number of sevens and eights. The year after are a less able cohort and so if they did well then the Progress 8 figure would be better.

Mr McConnchie joined the meeting at 5:45pm.

A governor suggested that outstanding teachers should be able to ensure that the appropriate scores were achieved. Mr Yarwood explained that in reality the majority of high achieving pupils on entry should get grade 7+ but many HA boys do not.

Focussed work on achieving a positive Progress 8 score included an extended period 6 for some pupils commencing after half term. Also the provision of additional maths teaching for approximately 30 pupils for GCSE Statistics, rather than an option subject in which they were significantly underachieving.

A governor enquired if boys would be happy to achieve grade 6. Mr Yarwood replied that girls continued to outperform boys, although the gap was narrower than this time last year. In general boys did not do the same amount of work outside the class as girls but higher attainment boys were ahead of girls in Maths. Strategies for boys included an overview of routines, ambition and aspiration and to address the culture of these boys. The constant message was to support and challenge.

Mr Malone had worked closely with pupils since February 2018 and was working with 65 Year 11 boys in an intervention capacity. Pupils had been highlighted into two distinct groups, High Effort, Low Progress (HELP) and Low Effort, Low progress (LELP) groups. A number of staff and the Principal were now involved in sessions offering a unique

viewpoint and insightful life experience. Boys, together with their parents, were being met to instil some urgency amongst them to persevere and revise away from school. Those in need of encouragement had been identified in the summer term of Year 10. The culture and mind-set was being addressed to raise the challenge in Key Stage 3 for example to encourage parents that their children would benefit from reading books at age 11 to 14.

A governor asked if there was feedback for pupils with the staff. Mr Yarwood said that there were personal face to face meetings followed by parental meetings. Extra support was in place and a further face to face meeting. Most progress, particularly for boys, was usually made between January and May. The formal mock results day had been successful and showed the strategies in place were paying off. The run up to the exams had started in a much more strategic way and the Year 11 lessons were noticeably more focussed and less disruptive.

A governor enquired about the support for Year 11 Pupil Premium (PP) pupils. PP pupils had been given an opportunity to discuss their concerns about their exam preparation and how they could improve. This feedback had been given to staff to help pupils further in their work towards their final exams. Mrs Bristow had taken a small group of Year 10 and 11 pupils, some who were PP pupils to visit Blackpool Sixth Form to visit one of their Super Curricula lectures. The lecture was to inspire pupils to aim for a place at college and possibly university. The visit was a success.

The chair expressed how heartened she was to read the Principal's report and to listen to the points he had highlighted. At this time of year it was the same sort of issues and it was good to know that the staff were keen always to look for other ways to push on to achieve the very best. Everyone worked very hard to find a new approach to encourage and challenge pupils to reach their potential.

Governors noted that attendance was still strong. The number of exclusions had risen but zero tolerance had made a significant difference to behaviour. Mr Yarwood suggested that raising the bar and dealing with larger numbers of pupils firmly had improved the behaviour. He had been told that Hodgson Academy was strict and he took that as a compliment. He invited governors to make an appointment and tour the Academy during the working day and 'get a feel' for the working atmosphere in the academy.

A governor asked if the zero tolerance was totally consistent through the Academy. Mr Yarwood responded that he believed it was and that was why the number of exclusions was higher.

The chair commended the Academy on the numerous opportunities for educational visits and how the broad and balanced curriculum was evident by the number of activities in which the pupils were involved.

The focus on High Achieving Pupils and boys' attainment continued into the new term. The 'Raising the Bar' plan had been fully implemented and staff were ensuring that the strategies had the desired impact. The whole school academic reading project had been launched during the term.

Effort grades in Years 10 and 11 had been stepped up. The staff expectations were higher. If a pupil got a third satisfactory grade it was now equivalent to requires improvement. It was made clear that effort grades were not marked as good unless they were consistently good.

A governor enquired about success criteria. The Principal responded that the results should be well above the national figures, and the targets were aspirational. Last year some results were better than the National figures and some were not, but it was better to aim high.

It was possible to sustain the number of teaching staff but it was a challenge to calculate the staffing requirements for next year. All the core subjects were fully covered and it was better to be slightly over staffed than to have to recruit.

19.08 Finance Update

Mr M Pickles provided an update to governors and made the following key points:

- Audited accounts had been published as necessary.
- Annual Accounts return had been returned before the deadline of 21 January.
- Over the next two months the curriculum planning and staffing costs would be looked at very closely to budget ahead for next year.
- The income and expenditure was as expected. Reserves had been brought down.
- ICT equipment had been purchased.
- The bulk of examination fees would be paid in March, intervention strategies, revision classes, holiday classes were generally paid for in the first few months of the year.
- Plans to revamp all the Design and Technology workshops were underway. These included laser cutters, 3D printers and plans for more dust extraction equipment.

A governor commended the very impressive equipment. Mrs Khan mentioned that the quality of the products produced by the pupils in Years 7 and 8 using 3D printers was as good as in any shop. The equipment was expensive, but over time the benefit would be seen. The equipment promoted the STEM subjects and the broad and balanced curriculum.

- A minibus had been purchased

- The Year 7 girls toilets had been refurbished
- New computers on wheels were in the process of being sourced.
- Tenders had been sought for the fire alarm refurbishment. A bid for Conditions Improvement Funding had been submitted to meet part of the cost. Whatever the outcome of the bid the project was likely to proceed in the summer term.
- November 2018 supply costs had gone down. Insurance monies for maternity cover had been transferred. The payment was made and then claimed back two to three months later.

Mr Pickles was thanked for his detailed report.

19.09 Governor Training and Development

Mrs J Vila provided an update to governors. Money was available for governors to attend training. All governors agreed it would be beneficial to organise Smarter Governance – An update for established Governors at Hodgson Academy. March was proposed as a suitable time to hold the training.

Mrs Vila

19.10 Risk Register

There were no changes to report to the register. Just an update had been made to amber in the leadership structure and a need to take this into consideration. Monitoring of the new structure and staff was ongoing. The process of the new headteacher appointment for August 2019 was underway. Also re-structure undertaken in summer 2016 in preparation for the retirement of the Principal and resignation of Deputy Principal.

19.11 Any Other Business

Representations had been made to the Academy regarding the road maintenance work that would be carried out on Moorland Road and on Garstang Road. Preparatory work would be carried out during the week before the February half term and temporary traffic lights would be installed. LCC had organised for the main work to be done during the half term holiday. Parents would be informed by the Academy about the necessary road maintenance work.

19.12 Confidentiality

Part of item number 19.02 was deemed to be of a confidential nature and minuted as such.

19.13 Date and Time of Next Meeting

The next meeting of the full governing body would be held at 4pm on Tuesday 14 March 2019.

The chair thanked governors for their attendance and closed the meeting at 6:35pm.