

Governor Services, Learning Services and Skills Team

HODGSON ACADEMY (02502)

Minutes of the governing body meeting held at the school on Tuesday 19 March 2019 at 4:30pm.

Present:

Mrs N Galloway (Chair)

Mrs S Benson

Mr C Feeney

Mr C Jackson

Mrs J Jackson

Mrs S Khan

Mr I Lindsay

Mr A Nicholson

Mrs A Preston

Mr S Smith

Mr D Yarwood (Principal)

Also Present:

Mrs L Rogers (Clerk)

Mr P Marsden (Observer – Assistant Principal)

Mr M Pickles (Observer – Finance Officer)

Mr I Siddall (Observer – Deputy Principal)

Mrs J Duggan (Observer – Lead Teacher of Student Leadership)

(Observer – Head boy)

(Observer – Head girl)

Observer – Deputy head boy)

(Observer – Deputy head girl)

Action

19.01 Apologies for Absence

Apologies for absence were received and accepted from Mrs J Harvey, Mrs H Benwell Mr C McConnachie, and Mrs J Vila.

19.02 Student Leadership Report

The head girl, head boy and the two deputies provided a report for governors. They were four superb role models in the school and the community. Younger children looked up to them and asked them questions.

Governors asked questions and received the following responses:

- The head boy intended to go to the sixth form of Lancaster Royal Grammar school after Hodgson Academy.
- Part of the role of head boy and head girl was public speaking. The head girl was passionate about English and had become

much more confident in public speaking after becoming head girl. She would be going to Blackpool Sixth Form College after Hodgson Academy to study sociology, music and English.

- The head girl played the clarinet, and the piano and was a member of a band outside school.
- The deputy head boy enjoyed public speaking and the additional responsibilities that came with his role. He hoped to have a career in medicine and would be studying biology, chemistry and maths A levels.
- The deputy head girl enjoyed the opportunity for public speaking and the confidence it had given her. She intended to study maths, biology and PE A levels.

Mrs Duggan spoke about student leadership throughout the school. The house captains were in Year Eleven, prefects were in Year Ten and in Year Eight there were mentors for Year Seven pupils. The Year Nine pupils had started to apply for deputy prefects roles. All students in school had a role of responsibility.

Governors asked the pupils further questions and received the following responses:

- Some pupils in Years Eight, Nine and Ten were given the opportunity to be involved in the interviews for the new principal.
- Pupils found public speaking harder than they expected but built their confidence by delivering assemblies to their peer groups.
- Pupils would recommend Hodgson Academy to other pupils based on the positive relationships built with the teachers, the support network, also how teachers were passionate about their subjects and that made it enjoyable to be at school.
- Pupils were impressed with the facilities at the school, the House system and how they interacted with other year groups through assemblies and sports events.
- Pupils liked the idea of being involved in the arrangements for the Prom. They considered it would be better to have the Prom before the exams so that would not be a worry during the exams but also it would be a good reward to look forward to after the exams.

Governors expressed their thanks to Mrs Duggan and also the pupils for their presentation and commended their excellent public speaking. Mrs Duggan and the pupils left the meeting at 5pm.

19.03 Governing Body Matters**a) Declaration of Interest**

There were no declarations of interest in relation to agenda items.

b) Membership

The clerk advised;

Mrs Vila's term of office would end on 9 March 2019. She accepted the offer of another term of office as a co-opted governor. She thanked governors for their support.

A parent governor election had taken place and Mrs Preston had been re-elected. She was thanked for her continued support

c) Disclosure and Barring Service (DBS) checks for governors

The governing body confirmed that all necessary arrangements were in place and that all governors had the required clearances.

Governors confirmed that the Single Central Record (SCR) was up to date, and that all details in relation to governors had been duly recorded.

19.04 Minutes of the Previous Meeting

It was agreed that the minutes of the meeting held on 22 January 2019, having been circulated, be approved and signed by the chair as a correct record with the following amendment:

The next meeting of the full governing body would be held on 4 pm on Tuesday **19** March 2019.

19.05 Matters Arising

There were no matters arising from the minutes.

19.06 Sex and Relationships Education (SRE) Policy

The approval of this policy had been deferred from the last full governing body meeting. Mr Siddall confirmed there had been no substantial changes from the last review of the policy in January 2017. The policy was up to date and was on the school website.

Governors approved the Sex and Relationships Education Policy.

19.07 Principal's Report

The headteacher's report on the achievements and developments in school since the last meeting of the governing body was received and noted.

Leadership, staffing and recruitment

Mr Yarwood expressed his grateful thanks to Mr A Nicholson for his enormous contribution to Hodgson Academy over the years. He wished Mr Nicholson all the very best in his role as Chief Executive Officer of FCAT.

Mr Yarwood thanked the governors for their part in the rigorous process of appointing the new Principal. He offered his sincere congratulations to Mr I Siddall in his appointment to the role.

A national advert had been made for a new Deputy Principal and an external advert had been made for a new lead teacher of mathematics following the promotion of Mr I Siddall and the change in school for Mrs K Clare respectively.

Miss C Boyle had been appointed as the new permanent head of Phoenix House. Mrs L Webster, teacher of English would be leaving as she had secured a change of role at Priory School. Also Ms B Abram would be leaving the maths department at Easter, she would be moving to Mooreside Academy in Manchester.

Since compiling the report, which listed a number of other staffing changes Mr Yarwood said he would need to appoint a new IT specialist.

Mr Yarwood informed governors that fixed term exclusions had doubled since this time last year. He said that the bar had been raised, pupils were not given any second chances and this helped the classroom behaviour. He continued that exclusions were also made for incidents that happened in the community before and after school which many other schools ignored.

A governor enquired about an incident outside school that had resulted in a fixed term exclusion. The Principal replied that two boys had been excluded the previous week for fighting. Other pupils had been honest about the incident and had informed the school the next day.

A governor asked about the E-safety incidents that were recorded in the report and school's response to acting on grooming. The Principal replied that the incidents related to peer to peer grooming and some students were more vulnerable. In the initial stage the incident would be dealt with by the school, then the police or a third party at home. CPOMS had records on the pupils.

A governor queried if pupils did not understand 'grooming' behaviour. The Principal said it was a lack of awareness and vulnerable children were targeted. Some parents asked for information and were aware, others were not quite so responsible.

A governor asked about E-safety measures. There were 20 meetings a year for E-safety and the DSPs (designated safeguarding person) were Level Four safeguarding trained. PSHE (Personal, Social, and Health Education) was proactive rather than reactive. Parental workshops were held and these would start after the May half term.

A governor enquired if the pupils were consulted on how the training should be pitched to their parents. It was explained that often pupils did not want parents to have access to the workshops. The target parent audience was those who were unaware of the wider situation with children and E-safety and how they used their phones.

In the last two years phones had been banned from school and it was much better without them. Mrs Khan was visiting schools and talking with younger pupils, in Years Two and Four, about E-safety. Parents had responsibility to ensure their children used their phones appropriately. Should Ofsted visit the school it would be possible to provide a list of proactive measures that were undertaken for E-safety over and above the suggestions by CEOPS (child exploitation and online protection) and the police.

A governor expressed their concern about the number of exclusions. The governor queried the number of pupils with Special Educational Needs and Disabilities (SEND) on the SEND register and the fact that zero tolerance was not the guidelines. The Principal replied that he would be happy to supply that figures in the next meeting and it would be possible to track that information.

Principal

Mr Siddall added that nationally SEND exclusions were high. The rules were the same for every child and this included those pupils with SEND. As an Academy we adapt to the needs of the pupils. In some cases inclusion rather than exclusion was used to meet the specific needs of pupils, however, we have had to exclude SEND pupils where necessary.

A governor asked for details on attendance. One pupil had mental health issues and had not attended school since September. The pupil had been referred to Child and Adolescent Mental Health (CAMHS). The attendance rose to 98.7% if the pupil with severe mental health issues was taken out of the data. The attendance remained excellent with 52% (592) pupils achieving 98% or more.

It was suggested that at the Year Seven intake evening parents should be made aware of their responsibility for their children to attend school. There was a partnership between parents, pupils and school

to encourage full attendance and E-safety was also linked into attendance. Mr Siddall mentioned that there was a list of pupils who were not expected to turn up and their homes were telephoned before breakfast to provide a reminder.

A governor asked about the phrase in the report, 'All staff plan lessons that are challenging and use modelling and exemplar material that is pitched at high achieving pupils'. What evidence was there to suggest this was accurate. Mr Yarwood replied there was scrutiny from the top down to line management. There were strategies in place and the way in which lessons were ran followed master, reflect revisit. He hoped that governors trusted what the school was doing and he was confident the systems were in place to demonstrate the statement was true.

Mr Yarwood offered that should governors wish to have more in depth knowledge of teaching and learning they were more than welcome to visit the school, walk round and observe lessons.

**All
governors**

A governor enquired if governors attended the CPD Twilight Programme. Mr Yarwood said that governors were welcome to attend if they had areas they wanted to develop. There was a suite of training on offer and Mrs J Jackson was on the mailing list.

The Principal was thanked for his comprehensive report.

Year 11 Latest Forecast Data

Governors were referred to the forecast data. The data showed the pattern of key measures. There was a slight expectation that the headline figures would be a little better with attainment going up in Progress 8. A new update of -0.23 had been received and this was better than at this stage the previous year. The forecast was for a pass rate of 74%+ or better in every single subject. It was a satisfactory summary for the first year projected.

A governor queried gaps in achievement and gender gaps. The gender gap in Year Eleven was marginal. Boys were achieving half a grade less than girls. This time last year it had been a full grade less than girls. The figures were the same nationally and internationally. Last year boys did twice as badly as girls. Norway was the only country where gender gap did not happen. One possible explanation for the lack of gender gap in Norway was the fact boys did not go to school until the age of seven. All pupils were aspiring to the same grades. It was suggested that it would be useful to bring up the gender gap at the Year Seven intake evening. Getting the parents involved and aware may help as many parents were unaware of the gender gap. An area of priority for the school was getting parents more involved in their children's education and encouraging parents to have more influence and involvement in boys achievements.

A governor asked about the invigilation of exams. Pupils should be encouraged and given prompts to turn the page and keep going. Pupils gave up easily and often easier questions following difficult questions were poorly answered. Maths papers were set in bands but there was no ordering and so papers did not necessarily start with easier questions. It was noted by the Principal that some boys did not bother to make any effort in mock exams but they did work in the actual exams. It was agreed that pupils needed practise to develop resilience and motivation to complete two hour exams that were done on paper and required written answers. Lots of revision was done on line and in 20 minute sessions. Pupils lower down the school needed practice in exam techniques and sustained writing for longer periods of time in order to develop resilience.

DC2 On Track Indicator Standards Report

Year Ten mock exams would take place in late April, early May. There were three data collections in the year. Three reports were issued to parents. The data showed Year Nine was a strong group whereas Year Ten on entry was not such a strong cohort.

19.08 Fylde Coast Academy Trust (FCAT) report

The Ofsted four day Summary Evaluation at FCAT had been covered by the Blackpool Gazette. The evaluation captured the FCAT strengths; clarity of vision, effectiveness of governance and the quality support provided by the trust, directorship and the strong area of the primary division. Hodgson Academy was a sponsor of FCAT. Mr C Malone had been appointed to the FACT role at Hodgson.

The FACT Away Day was a success and an update on safeguarding was held. Also there had been time to look at the action plans going forward and to look at the next steps.

Mr Nicholson thanked those governors that were able to attend the day and encouraged all governors to attend FACT Away Days.

**All
governors**

19.09 Finance Update

Governors were referred to the management account summary February 2019. Mr M Pickles reported that the financial position remained healthy and would benefit from the chancellor's additional money for 'little extras'. This amounted to 50k which would come in as capital money for ICT and buildings. 50k had been allocated to that and there was another 50k in that cost centre.

Mr Yarwood had already touched on staffing and the need for recruitment and some resignations in English and maths. Mr Pickles confirmed that staffing would remain the same and the budget allocation for 2019/20 had been received and was in line with expectations

Mr Pickles commented that there had been an additional cost of 16.4%-23.6% for staff pension contributions. Currently this would be covered by central government. Also he said that if a deal was struck in Brexit this would be positive news in terms of funding. The healthy financial position needed to be retained and to avoid overspending. Mr Pickles concluded that he would bring the budget to the next meeting on 21 May 2019 and it was necessary to keep a tight grip on staffing.

Governors thanked Mr Pickles for his report and informative comments.

19.10 Governor Training and Development

Governor induction would take place on Tuesday 30 April 2019 commencing at 4:30pm.

19.11 Risk Register

Governors were referred to the Impact of risk occurring document. The document was colour coded; red = high 3 risk, orange = medium 2 risk and green = 1 low risk.

Governors agreed that the details were self-explanatory. The regular SWOT analysis showed red to highlight any high risk concerns and what was being done to address the concerns.

19.12 School Admissions Arrangements 2020/21

Confirmation was received that the Admissions Policy was available on the school's webpage and met the statutory requirements.

Prior to the meeting governors were provided with details of the school admission arrangements for September 2020 and academic year 2020/21. This detailed the criteria which would be used to allocate places when Hodgson Academy was oversubscribed.

The September 2019 intake was full with 225 places allocated. The appeals had started to arrive. Last year the intake had been 233 with eight additional places being awarded on appeal. Governors were asked to be mindful to the fact that the appeals panel may say that it would be possible to admit an additional seven or eight pupils as had been the case last year. It was noted that this would result in a drain on resources.

19.13 Confidentiality

Governors were reminded that all matters discussed at governing body meetings were confidential and not for general discussion outside the meeting.

The governing body considered whether any items discussed were required to be recorded in the minutes as confidential; that is, that should not be made available to the general public should a request be received to view governing body papers.

For the purpose of the minutes there were no items deemed confidential.

19.14 Any Other Business

This was the last meeting for Mr A Nicholson after 15 years. He was presented with a gift and a balloon. Governors thanked Mr Nicholson for all his hard work and commitment to Hodgson Academy. He responded that the years had gone by in a flash, it had been a privilege to work with so many talented people and to meet so many great people. He would really miss Hodgson but he knew that Mr Siddall would do an excellent job.

19.15 Date and Time of Next Meeting

The next meeting of the governing body was confirmed as Tuesday 21 May 2019 at 4:30pm.

The chair thanked governors for their continued support, personally thanked Mr Nicholson and closed the meeting at 6.40pm.

