

THE JOHN OF GAUNT SCHOOL
Minutes of the Student and Community Committee Meeting
Monday 30th January 2017

Time: 6 pm
Place: The Hub
Present: Sarah Bergg (chair), Debbie Youngs, Elaine Baldwin, Helen Thorne, Andy Williams, Jo Trigg, Eugene Spiers, Helen Kerr, Eleanor Shergold (Clerk)
Apologies: David Whewell

Agenda Item	Actions Agreed	Who
24/17	HKE will write a Mental Health policy for March S&C	HKE
24/17	E-Safety appendix - HKE will complete for next S&C	HKE
24/17	S&C governors to critique school website - feedback to SB by end of February	
29/17	To check that information given to visitors contains a reference to the drugs policy and also that this information is consistently provided.	SB
30/17	PTA to be asked to fundraise towards the cost of purchasing a defibrillator	DY

22/17 Apologies

Apologies were agreed and accepted.

23/17 Declaration of Business Interests

Governors were reminded to declare business interests as necessary.

24/17 Minutes and Matters Arising

Prevent Self-Assessment (matter arising from Board) - HKE reported that all mandatory aspects are covered, training is ongoing and online training is utilised where appropriate. A lockdown plan and lockdown drill need to be arranged. Governors advised that parents are informed in advance. The dispersed nature of the site will pose a challenge. To be arranged not only as part of Prevent but also in support of other potential crises that may arise.

5/17 - Next S&C will have a focus on marketing.

5/17 - Student leadership sent out a survey exploring the subject of bullying just before Christmas. The survey will remain on VLE for a little longer.

16/17 - Mental Health policy will be brought to next S&C.

16/17 - E-Safety appendix - HKE will complete for next S&C.

16/17 - Student version of anti-bullying policy - ESP included feedback from students in the main policy.

S&C to consider giving a critique of the school website (matter arising from Board) - S&C governors to feedback to SB by end Feb - responses to be collated for March meeting.

25/17 Feedback on Points from the School Improvement Plan (SIP) - HKE

Increase whole school attendance, including Post 16, so that learning time is maximised

HKE circulated a diagram re attendance expectations in advance of the meeting - this will be further clarified on a PowerPoint for parents' evenings so that expectations are clear to all.

Fortnightly attendance meetings continue to focus on student absence, which has been impacted by sickness this term. Attendance is particularly an issue for Disadvantaged, SEN, Y9 and Y11 - especially Y9 disadvantaged girls.

Attendance officer ZPE is making a huge impression. Governors asked if there has been an improvement in attendance since her appointment - HKE outlined the work that ZPE is currently doing in terms of monitoring and school attendance meetings (SAM). AW (attendance link governor) met with ZPE earlier in the year. ZPE will be invited to an attendance focused S&C in term 6. HKE is also working closely with VMA (SENCO).

Recent feedback from an external specialist - JOG is doing everything that can be done when students are absent, but further work is needed to establish why students are absent in the first place.

Barriers to attendance are being explored, with multiple issues for some students. External support and challenge is being utilised to further build on work taking place.

Staff Briefing - whole school approach will be further built on by tutors being asked to look at lessons missed and clarify the reason with the student - will further improve accuracy of information. Tutors will also be asked to follow up attendance letters sent to parents with a phone call offering support, and are being given time out of assembly to do this so as to not impact workload.

26/17 Image and Impact of the School in the Local Community

Studley Green Community Centre - last year 12 students from Y8 and Y12 attended a lunch club, supporting the elderly with recording their personal histories. This project was funded by the council and a couple of students continue to have contact with the group.

Trowbridge Youth Parliament - JOG may get involved in a project with a focus on the elderly, or explore involvement with a local care home.

Local Area Board - a couple of students are involved in the area board.

Youth Café - discussions have taken place about a local youth café starting - plans are currently on hold.

Young Voice of Trowbridge - JOG continues to be involved.

Facebook - concerns and possible options discussed.

27/17 Feedback on Points from the School Improvement Plan (SIP) - ESP

Develop a school culture where students' attitudes to learning are exemplary across all subjects, in all year groups, including Post 16

Attitude to learning - ESP will contribute to HKE's report for subsequent meetings.

Attitude to learning is being given a much higher profile than previously. ESP outlined the main changes taking place

- Rewards and recognition - previously there were pockets of rewarding attendance and student contribution to the school taking place. ESP has been working on ensuring a more consistent whole school approach
- The three main strands are attendance, attitude to learning and contribution to the wider life of the school
- Staff are being asked to make at least one positive phone call a week in recognition of student achievement
- There will be termly celebrations of gold/silver and bronze awards for each year group and an end of year awards evening, which will be by invitation only

The data has been live since Christmas. Information has been communicated via Parentmail. Students have been informed. 3.07 is the current whole school attitude to learning.

Governors asked if differing personalities are taken into account when considering rewards for students i.e. more introverted students may not always volunteer but may shine in other ways. ESP highlighted peer mentoring and digital leadership as examples of recognition of diversity.

28/17 Safeguarding and Feedback from the Safeguarding Audit

DY (link governor) met with HKE and SHI to go through the safeguarding audit and evidence, which rated JOG as 'outstanding'.

Governors asked if the audit had flagged any concerns - HKE and DY reported that there are no major concerns.

Safeguarding - statistics discussed with governors. The threshold for input from social services has increased significantly, along with an increased expectation on JOG as a Thrive school.

Fixed term exclusions - figures are also shared with the Board. The number of exclusions are significantly below the national average, but are still higher than JOG would like it to be.

29/17 Policies

Admissions 2018/19 - Acceptance proposed by DY, seconded by JT.

Medical Conditions (Appendix 1) - Accepted with a minor amendment - proposed by DY, seconded by AW. Governors asked if this has been communicated across the school. HKE explained that the updated appendix is in response to a change in LA guidelines, communicated to all earlier in the year.

Student Confidentiality - acceptance proposed by JT, seconded by AW.

Student Behaviour - accepted with agreed amendments. ESP highlighted the main changes to the policy, including an end of year awards evening and plans for a centralised after school detention. Proposed by SB, seconded by AW.

Drugs - accepted with agreed amendments - SB proposed, AW seconded.

Action - to check that information given to visitors contains a reference to the drugs policy and also that this information is consistently provided. **SB**

Anti-bullying - acceptance proposed by SB, seconded by DY.

30/17 AOB

Defibrillator - there is no defibrillator in school. Suggestion that the PTA looks at fundraising approved by governors.

Action - PTA to be asked to fundraise towards the cost of purchasing a defibrillator. **DY**

Meeting closed at 8.30 pm. Next S & C meeting Monday 20th March 2017

Signed: _____ **Date:** _____