

THE JOHN OF GAUNT SCHOOL
Minutes of the Student and Community Committee Meeting
Monday 8th May 2017

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

Apologies:

Agenda Item	Actions Agreed	Who
44/17	Student leadership summary re youth summit for school newsletter	ESP
44/17	SB will visit an after school detention	SB
44/17	Online version of a student prospectus - to discuss with student leadership	ESP
44/17	Parent survey to be discussed in June S&C	SB
46/17	A case study on bullying per house looking at factors, action and outcomes Student survey on bullying to be conducted in term 6 ESP to arrange focus groups with students	ESP
46/17	SB will feedback on bullying at the next board meeting	SB
49/17	Complaints Procedure - paragraph to be clarified and circulated Safeguarding - feedback to ES as agreed	ES ALL
49/17	Policies to be reviewed for term 6 and term 2 as below	

42/17 Apologies

There were no apologies.

43/17 Declaration of Business Interests

Governors were reminded to declare business interests as necessary.

44/17 Minutes and Matters Arising

33/17 - Student leadership summary re youth summit for school newsletter - ESP will follow this up

35/17 - SB will visit an after school detention

36/17 - Online version of a student prospectus - ESP is following up with student leadership

38/17 - Parent survey to be discussed in June S&C

45/17 Falcon Centre

HKE gave a brief update on the Falcon Centre. There are two classrooms with two key members of staff, a HLTA and a Senior TA, supported by teaching and resources from mainstream teachers. HKE was very appreciative of the skills of both members of staff.

The centre has two main functions - the support and nurture of students struggling with anxiety, MH and emotional needs is often the biggest demand. This nurturing environment provides support for students, some short term, some longer term.

In addition, other students are identified who may benefit from spending time in the Falcon Centre e.g. to promote anger management strategies, with clear rewards and a behaviour contract. Exclusions are kept low due to being able to use this option of short term provision. Challenging students from out of area can also be integrated into the school in this way.

Governors asked if parents are supportive. HKE said very much so, that this is seen as a supportive measure, discussed with parents in advance of it happening.

Governors asked how the Falcon Centre manages having students with challenging behaviour and high anxiety in the same room and HKE thought that staff are able to manage this well.

Falcon centre staff have strategies that work well in reintegrating students and try to do this slowly, via their best subject.

HKE outlined the challenges of working with outside agencies and the current difficulties in planning for September due to uncertainty over funding.

Governors asked how the curriculum is covered. HKE explained provision.

46/17 Focus on Bullying

ESP updated governors on bullying in school. Changes were made in how bullying is being recorded at the start of this school year. Only House Leaders and SLT are able to record information. Instances of bullying have decreased, but ESP explained how this could also be due to changing how it is recorded. This has been changed to allow a greater overview of situations - House Leaders and SLT tend to know the students and friendship groups.

There were 50 recorded episodes of bullying last year and 27 so far this year (plus an additional 17 one off incidents).

A student leadership survey on bullying had very few replies (58). ESP will be asking student leadership to redo the survey next term with students being asked to complete the survey in tutor time.

The student survey suggests that bullying occurs more frequently with 31% of respondents stating that they have been bullied in the last year and an additional 10% saying that they have witnessed bullying.

ESP is of the opinion that the answer is likely to lie somewhere between the information recorded on SIMS and the outcome of the student survey. It is difficult for students to know that bullying is being dealt with as it is not appropriate to share the information.

Actions - ESP will ask House Leaders and the student development team to prepare a case study per house looking at factors, action and outcomes. The student survey will be conducted again in term 6. ESP will also arrange focus groups with some students. ESP

Governors said that it would be good to have further information about how the 27 recorded instances were resolved - ESP explained that notes and initial actions are recorded on SIMS but follow up is often not recorded, which is why he will request some case studies. Governors would like to understand how effective JoG is at dealing with bullying and following it up. Feedback from student voice is appreciated to further help with understanding

Action - SB will feedback on bullying at the next board meeting. The parent survey will also be a useful source of information. SB

47/17 Feedback on Points from the School Improvement Plan (SIP) and Safeguarding

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

HKE report circulated in advance of the meeting. Attendance continues to be a key area of focus and will be the main focus for June S&C. Governors asked how the SIP is dealt with in terms of monitoring - HKE explained that SLT are allocated areas and have fortnightly meetings with MGU.

Governors asked for brief feedback on the three students who had left to be home educated.

ECHPs - HKE outlined the challenges when students arrive at JoG with no ECHP having been in place in primary school. With no evidence to fall back on for new students the process takes a year.

The increased intake for September means that it is not going to be possible to have a nurture group this year.

Governors asked if actions being taken to address issues of attendance are having an impact. HKE reported that it is having a consistent impact, making marginal gains, with the exception of the impact of the Noro virus earlier in the year.

HKE outlined trends and target students that have been identified, enabling the team to move towards more proactive measures. There is a pilot this half term working with Y8, Y9 & Y10 DS girls and their families. The team is also looking at proactive measures for the summer term for an identified cohort of students in Y7 and Y8 with low attendance, putting in place golden time once a week - e.g. an hour of arts, crafts, photography or martial arts. Active Trowbridge will be utilised to provide an activity for Y9 and Y10 girls with 100% attendance. School trips will be planned to celebrate those whose attendance is 95% and above.

ESP - the transition team are working with primary schools to identify those who already have attendance issues and are planning visits for term 6.

Governors asked who the contact is in school for young carers - this is HKE.

Governors asked to what degree detention improves student behaviour or acts as a deterrent. ESP reported that attendance at detention has improved since it has been centralised, working well for the majority. With centralised detention it is easier know how many students are in detention. Significant

repeat occurrences will lead to a meeting with parents to put strategies in place - detentions do not seem to deter persistent issues with behaviour. ESP is currently reviewing the changes that have been made.

Governors asked to what extent attendance has improved due to increased accuracy of registers. HKE reported that this has improved, although a small number of teachers still forget. HKE reassured governors that this is being taken seriously with a formal warning agreement in place. Governors asked the reasons why they get missed. HKE and ESP gave some examples of reasons that are given.

48/17 Feedback on Points from the School Improvement Plan (SIP)

Further develop our provision for careers guidance to raise aspirations and ensure students make informed choices at key transitions (HKE)

Key transitions - Y8 options, Y11 and 6th form. Input into lessons is being worked on. ALY is well liked by students and has taken assemblies for Y11 and 6th form. She has seen all Y11 students at least once, in some instances with parents. 70% of Y8s have received support with option choices, this is offered at options evening. ALY has also seen over 60 6th formers and 40 Y10s identified as high risk of NEET.

Increasing the support of 6th form students was part of ALY's appointment, one of the improvements was also being able to appoint ALY directly, thus securing an additional day a week by taking the post in house. ALY is able to get to know the students and has gone out of her way to personalise her approach.

The 'independent advice' aspect of the role is promoted by ALY attending network events and CPD.

There was a careers fair in October and another planned for July, allowing for good access to employers.

Governors stated that it will be interesting to see how careers guidance is reflected in the parent survey.

49/17 Policies

Complaints Procedure and ESafety (Safety Online) - proposed by DY and seconded by AW. ES to send relevant paragraph from Complaints Procedure to governors when clarified.

Safeguarding - all to email any comments by Friday to ES - policy will be agreed by email so that it can go to Board this term. Issue of staff smoking on trips (LA guidance) to be clarified by SLT.

Uniform policy - will be reviewed for term 2.

To be reviewed for next S&C

- Home School agreement - ESP
- Relationships and Sex Education - MPE
- Equalities - HKE
- Sixth form Code of Conduct - LBR

50/17 AOB

Governors asked for an update on the new telephone system.

The meeting closed at 8 pm. Date of next S & C meeting Monday 19th June 2017

Signed: _____ **Date:** _____