

THE JOHN OF GAUNT SCHOOL
Minutes of the Student and Community Committee Meeting
Tuesday 22nd January 2019

Time: 6 pm
Place: The Hub
Present: Jo Trigg (chair), Debbie Youngs, Pamela Raymond-Heath, Pete Gear, Helen Thorne, Linda Baines, Ben, Abby, Erin (student leadership), Eleanor Shergold (clerk)
Advisers: Ben Rhodes
Apologies: Andy Williams, Jordan Mockett, Helen Kerr

Agenda Item	Actions Agreed	Who
23/19	Design of postcards for governor use to be followed up	JT
23/19	JMO to take a staff briefing on his role as House System Leader	JMO/HKE
24/19	Feedback re Friends of JOG will be given at the March meeting	SAM
26/19	Governors to have feedback on the decrease in the number of PP students in Y7	HKE
27/19	Safeguarding policy to be reviewed for next S&C	HKE
28/19	To identify two to three points for the newsletter following Board meetings	JT/ES
28/19	Survey responses from Y7 parents and reasons for application to be circulated	JT

20/19 Apologies

Apologies were agreed and accepted.

21/19 Declaration of Business Interests

Governors were reminded to declare business interests as necessary.

22/19 Student Voice and Student Leadership

JT welcomed representatives from the student leadership team (StLT) to the meeting and gave a brief explanation re the role of the committee.

The students gave feedback on the new behaviour policy and asked about changes taking place around recognising good behaviour. BRH said that he has been asked to work on rewards including recognition and celebration in assemblies. Class Charts software will make it much easier for staff to record behaviour, including positive behaviour and an app will be used for information sharing with parents and students. KS3 graduation was introduced last year with a passport building up to recognition and rewards.

Governors asked about plans for the year. Y11 are currently in their last four months so will focus on charity work and smaller tasks. Other years can be working on bigger tasks. Governors asked if the change in structure was working. StLT - there is not as much communication with other years as would be helpful. The previous structure of topic committees instead of year committees was discussed. This had worked well initially but became more difficult as the number of students involved dropped. LBA said that there is a need to review but that student leadership was not representative of the whole school when she took this on. Options for promoting visibility across the school discussed.

Governors asked about the new rules re mobile phone use. StLT - this is a manageable change, not as bad as they had expected. Students are talking to each other more. Not being able to use their own headphones in period 6 study sessions was highlighted as a frustration. Art - tricky not using phones. BRH said that the school is looking into purchasing tablets.

Hegarty Maths - StLT gave feedback on the practicalities of doing this in tutor time and the focus on the use of Hegarty.

Charity work - the students would like to involve everyone, including governors in fundraising. It was suggested that it would be good to invite Mr Mockett (House System Leader) to the next school council meeting.

Governors thanked the students for their input and for attending the meeting.

Ben, Abby and Erin left the meeting.

Feedback from StLT discussed.

LBA left the meeting.

23/19 Minutes and Matters Arising

7/19 - Raising the profile of the GB - possible options were circulated for governor comment and shared with PSK. JT has met with PSK this term to discuss communication and how governors fit into that
7/19 - Postcard for governor use - HKE has circulated some options but needs more feedback. JT will follow this up
8/19 - Safeguarding training has taken place - ES to follow up with governors who were not able to make either session
16/19 - To find out if JMO has taken a staff briefing on his role as House System Leader

The minutes of 13th November were agreed and signed as an accurate record of the meeting.

24/19 Friends of JOG

SAM will update governors at the March meeting.

Action - SAM to attend March S&C to update governors

ES/SAM

25/19 Update on Behaviour Policy

Class Charts software is being put together as simply as possible. Governors asked if there have been visits to other schools currently using the system. BRH confirmed that a Bristol school had been visited.

Parents will be fully informed with instant information sharing via a linked app. Governors asked about parents without mobile phones. BRH did not know of many parents who would not have a phone and highlighted how this is reflected in engagement with Parentmail and SMHW.

Training core staff is taking place. A twilight session is planned for 6 Feb and there will be a final drive on the staff training day so all staff are clear. Student voice and information sharing at assemblies are ongoing.

The use of Mackereth for detentions is working well. Governors asked about the impact of this for exams. BRH said that the Falcon centre will be used next week. The policy will be implemented at the beginning of term four. It is hoped that by May exams things will be more settled.

BRH is meeting with HKE to discuss rewards for positive behaviour.

26/19 SIP and Safeguarding Update

Increase whole school attendance. Ensure persistent absence and lateness is rare

Attendance Report circulated in advance of the meeting. Overall attendance has dropped to 95.35%. This is up 0.55% on last year and still above the national. A number of case studies have been put together where there are complex issues impacting data.

BRH highlighted key points from the attendance analysis.

Unauthorised holidays - letters have been sent to the relevant parents.

Daily attendance checks are making a difference and attendance continues to have a high profile. Sessions of late detentions last term also included a letter to parents/carers re punctuality. Accuracy and completion of registers is being monitored. The cut off time for morning registration has been brought back to 9.10 am. Governors asked if there is a genuine improvement in attendance or better processes in place. BRH said that there is additional rigour and ongoing processes. BRH meets with the attendance link governor once a term.

Governors asked about daily attendance checks and whether this puts additional pressure on the pastoral teams. BRH explained how this works in practical terms and how the workload is shared.

Behaviour Report - circulated in advance of the meeting. Two key areas stand out - refusal to follow instructions and calling out, chatting & low level disruption. Governors asked about year on year comparisons and improved reporting. It is important for governors to observe and understand the impact of the new behaviour policy. BRH - Ofsted future inspections will have more of a focus on what is happening in lessons.

PP - governors asked about the percentage drop in Y7 PP students, with the number of students having halved. Possible reasons discussed. Another promotional push re eligibility for additional funding may be required.

Action - governors to have feedback on the decrease in the number of PP students in Y7

HKE

Safeguarding Summary - circulated in advance of the meeting. A question was raised re the emphasis on attendance tasks first thing in the morning and if this is having a negative impact on safeguarding

procedures. BRH - the emphasis on accuracy of registers and students being on site has a positive impact on safeguarding.

27/19 Policies

Admissions - consultation has taken place with no changes needing to be made to the policy. PG proposed acceptance of the policy, DY seconded the policy. Increased intake for September 2019 discussed. Y5 days and open evenings are having a positive impact.

Attendance - DY proposed acceptance of the policy, PG seconded the proposal with one minor amendment agreed.

Safeguarding - to be reviewed next term.

28/19 AOB

Communication/Stakeholder Engagement - JT met with PSK to discuss plans for capturing stakeholder voice. Parent surveys are being included at parents' evenings, which is a great time to capture information but does not give a whole school view. Annual surveys - PSK will look at the best time to do this, including students' health & wellbeing and bullying surveys.

Action - Survey responses from Y7 parents and reasons for application to be circulated JT

Governors will provide content for newsletters once a term following Board meetings and will continue with what they are already doing re visibility with parents and staff at key moments and events.

Action - to identify two to three points for the newsletter following Board meetings JT/ES

BRH will include a thank you from governors to parents for their efforts in encouraging improved attendance in the next newsletter.

The meeting closed at 7.50 pm. Date of next S&C meeting Tuesday 5th March 2019.

Signed: _____ Date: _____