

**THE JOHN OF GAUNT SCHOOL**  
**Minutes of the Student and Community Committee Meeting**  
**Tuesday 30<sup>th</sup> April 2019**

**Time:** 6 pm  
**Place:** The Hub  
**Present:** Jo Trigg (chair), Debbie Youngs, Pamela Raymond-Heath, Helen Thorne, Sarb Gill, Linda Baines, Charlotte, Alex Y10 (student leadership), Jess Martin, Eleanor Shergold (clerk)  
**Advisers:** Helen Kerr  
**Apologies:** Andy Williams, Pete Gear

Agenda Item	Actions Agreed	Who
46/19	To check on progress of postcards for governor use	ES
46/19	Timing of surveys to be followed up with PSK	JT
49/19	Governor postcard expressing thanks to be sent to ZPE	JT
50/19	Agenda planning to be discussed at June meeting	JT/ES
52/19	Parent Code of Conduct to be sent to governors	HKE
52/19	Single central record check to be carried out	DY
52/19	To check dates of governor safer recruitment training	ES

**42/19 Apologies**

Apologies were agreed and accepted.

**43/19 Declaration of Business Interests**

Governors were reminded to declare business interests as necessary.

**44/19 Student Voice and Student Leadership**

JT welcomed representatives from student leadership (StLT) to the meeting. Students from different year groups attend S&C to ensure that student voice is heard by governors re decisions being made.

Governors asked for feedback on the new behaviour and rewards policy. StLT - it took a couple of weeks for everyone to adapt to it and is working better with the addition of new signs to indicate whether tasks are discussion based or silent. Some students are struggling with the changes but it is working. Governors asked how students judge this. StLT - judging it by students sent to the PBSC. Lessons feel less disruptive. Governors asked if students are learning more. StLT said that they thought so.

LBA arrived at the meeting

Governors asked how the rewards system is working. StLT - did not think this was working so well and that teachers appeared to be giving out more behaviour points. From data circulated prior to the meeting it was clarified that double the amount of rewards points had been given out in comparison to behaviour points. LBA asked about thumbs up and thumbs down - this did not appear to be being used consistently. Rewards points are less visible - possible reasons for this discussed.

JMA arrived at the meeting

Governors asked StLT for feedback on areas of school life that are considered to be stressful. StLT - the lack of peer mentoring for KS4 and KS5 students. Students choosing options that they may not know much about - something like taster sessions would be useful. Some Y11 students struggle with expectations around period 6.

HKE arrived at the meeting

Stress relief sessions for Y11 and 6<sup>th</sup> form students would be beneficial. Governors asked if this is covered in PSHE. HKE and LBA explained how they cover this. StLT - do not always get PSHE lessons. HKE agreed, non-core subjects can be impacted by other needs.

Charlotte, Alex and LBA left the meeting.

**45/19 Tutor Groups Update**

JMA was welcomed to the meeting as assistant head of Y8.

The move to morning tutor has been really positive and well received across the staff team. Things that would have been directed to head of year previously can now be dealt with by tutors - issues re uniform,

equipment, etc. The strongest impact is that tutors are now able to monitor attendance and changes in student wellbeing can now be directed to the tutor as the first point of contact.

Tutor programme - the way it is delivered depends on the year group. Y10 and Y11 is very exam focused. KS3 - time is spent on KOs and silent reading. There is a feeling that tutor time has drifted to more of an admin focus - a basic resource check, giving out notices, students flagged up on the system as having had warnings. There are challenges in adapting tutor time in line with the new behaviour system expectations. For some tutors there is a level of concern re reduced opportunities for relationship building. HKE expressed similar concerns re safeguarding, the best systems are underpinned by good relationships, showing an interest in the student. Focused discussion activities can still take place in tutor time, this needs to be discussed as year teams, how this can be included alongside silent tasks such as Hegarty maths and reading.

HKE - activities week is a good opportunity to spend time with students outside of the class room - there is a need to look at more opportunities for relationship building next year.

Governors asked if students have a new tutor every year. JMA explained how the system works.

HKE asked how it is going with tutors leading on the first behaviour stage. SGI - it is a really good idea. Record keeping is great so the meeting is always about moving forward - strategies students can use, keeping parents in the loop.

HKE updated governors on student numbers for September.

HKE asked JMA what she would do if she could change one thing. JMA said that she had been thinking recently about opportunities to bring year groups together. The reasons for changing from vertical tutor groups was discussed. Governors were mindful of previous concerns expressed re loss of that mix of year groups, the reason for the TLR re the house system. House assemblies have not been possible this year. Practice in other local schools discussed. An area of challenge for governors to continue to focus on.

JMA was thanked for her time and left the meeting.

#### **46/19 Minutes and Matters Arising**

7/19 - Postcards for governor use - ES will check on progress

26/19 - PP student numbers circulated as requested - is proportionately similar to last year

35/19 - Parent, staff and student surveys - staff survey re behaviour was 100% positive. Surveys at parents' evenings are ongoing with feedback given to governors at last Board meeting. JT will follow up re annual surveys. LBA is going to discuss the option of a term 6 exit survey for Y11 with PSK

The minutes of 5<sup>th</sup> March were agreed and signed as an accurate record of the meeting.

#### **47/19 Ethical Leadership**

This was briefly covered at the last Board meeting and will be explored further on the governors' Saturday on 18<sup>th</sup> May. JT outlined the principles underpinning the framework. Framework that helps question decisions that the school is making, whether it for the good of the children. Governors noted that this is in keeping with the school's ethos.

#### **48/19 Student Mental Health**

HKE informed governors that JOG's CAMHS worker's hours had been reduced by a third last week with immediate effect. The reasons and resulting challenges were discussed. A new telephone counselling service is being offered. Governors asked if the school plans to refer more students to CAMHS. HKE said that there is much to be said for early intervention on site.

Governors asked if it is possible to buy in services from elsewhere. HKE explained that JOG already has two counsellors but that there is a waiting list, so the school tries to be creative in running group sessions. The CAMHS worker is able to help with quality referrals so that they are appropriate and timely.

HKE said that the behaviour system is working really well for most students but for some it has increased their level of anxiety. HKE meets regularly with VMA (SENCO).

Governors asked about behaviour points - on average boys have more behaviour and reward points. Governors asked how much information HKE is able to access via Class Charts. HKE gave a demonstration of the system. It is not possible to make comparisons to last year as the system is completely different. Over time it will be possible to compare data. Arrangements for parents not on class charts outlined.

Week on week the number of students sent to the PBSC has reduced dramatically. There is a core of around 20 students who are sent more regularly. Anger intervention and de-escalation techniques are among the interventions used. The school is starting to recognise where there are underlying behaviour issues and are starting to unpick this.

Governors expressed interest in how data is being used to review the impact that behaviour is having and to inform interventions. HKE - new Wednesday morning meetings held in the support centre are transformative. Every year team is represented and VMA and DWA also attend. Student interventions can be targeted.

Governors asked HKE to send behaviour data in advance of meetings and to give a fuller update at S&C.

#### **49/19 SIP and Safeguarding Update**

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

**Attendance Report** circulated in advance of the meeting with headlines from BRH. Attendance is improving and is nearly 1% better than last year. There has been a new attendance letter created that is only 50 words long and will be more accessible for all readers.

Y10 persistent absence continues to impact attendance figures. Governors asked about students who have off rolled or have alternative provision. Concern expressed about the number of parents who do not attend SAM meetings.

Governors - well done with year on year improvements. HKE said that this is driven by BRH with ZPE and the whole team doing a huge amount of work.

**Action - governor postcard expressing thanks to be sent to ZPE**

**JT**

**Safeguarding Summary** - there have been a number of safeguarding referrals, which is unusual. Otherwise the data is comparable.

#### **50/19 Agenda Planning**

Postponed to June meeting.

#### **51/19 Policies**

Mental Health and Wellbeing, Single Equalities, Student Confidentiality - DY proposed acceptance of the policies - PR seconded the proposal.

Safeguarding policy - updated from LA model policy. Approved with agreed changes - proposed by DY, seconded by SGI.

#### **52/19 AOB**

HKE has written a parent code of conduct - will send it for committee to think about.

**Action - Parent Code of Conduct to be sent to governors**

**HKE**

DY will arrange a single central record check and discuss Catch 22 safeguarding concerns with HKE.

**Action - single central record check to be carried out**

**DY**

Safer recruitment training discussed.

**Action - to check dates of governor safer recruitment training**

**ES**

The meeting closed at 8.10 pm. Date of next S&C meeting Tuesday 11<sup>th</sup> June 2019.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_