

THE JOHN OF GAUNT SCHOOL
Minutes of the Student and Community Committee Meeting
Tuesday 5th March 2019

Time: 6 pm
Place: The Hub
Present: Jo Trigg (chair), Debbie Youngs, Pamela Raymond-Heath, Pete Gear, Helen Thorne, Sarb Gill, Paul Skipp, Sara Ambrose, Linda Baines, Charlie, Basma (student leadership), Eleanor Shergold (clerk)
Advisers: Helen Kerr
Apologies: Andy Williams

Agenda Item	Actions Agreed	Who
35/19	Parent, staff and student surveys will be carried out in term 5	PSK
37/19	Design of postcards for governor use to be followed up by StLT	PG
37/19	Governors to have feedback on the decrease in the number of PP students in Y7	HKE
37/19	Safeguarding policy will be agreed by email	HKE
39/19	HKE to circulate safeguarding summary	HKE

29/19 Apologies

Apologies were agreed and accepted. SGI was welcomed as a new member of the committee.

30/19 Declaration of Business Interests

Governors were reminded to declare business interests as necessary.

31/19 Student Voice and Student Leadership

JT welcomed representatives from student leadership (StLT) to the meeting.

Charlie and Basma gave feedback on views from across the year groups on how the first week of the new behaviour policy had gone. In class it is quieter and students can get more work done. Observations were made re students adjusting to expectations and staff consistency in issuing warnings. It was thought that tariffs for exchanging rewards points are quite high.

HKE gave an update on the number of rewards points issued - this was one and a half times higher than the number of behaviour points issued. HKE asked StLT to feedback to students that the tariffs are under review as it is recognised that they are currently high.

PSK - staff have reported that it is easier to teach and there is more content to lessons. Charlie and Basma said that students are able to learn more in class than before as teachers have more time to explain.

It was recognised that the policy needs to be further embedded and that this was early feedback gleaned on day three of the policy. Further feedback from StLT will be sought, including at next S&C.

Charities - StLT are currently in the process of arranging a Comic Relief event with JMO. Students voted to support Scoliosis UK to raise funds and spread awareness. It was suggested that it would be beneficial to ask someone from the charity to visit.

HKE will be seeking student voice when reviewing the anti-bullying policy.

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

LBA, Charlie and Basma left the meeting.

32/19 Marketing, Website and Communication

JOG News - parents asked for more information, therefore weekly newsletters were introduced at the beginning of the year. This has had positive feedback.

School Communications - regular messaging is also used for sharing information. This has been further improved with live information from Class Charts which has had very positive feedback from parents who are using it. There are challenges around this as 450 parents have yet to download it. Governors asked if a surgery could be offered to help with this. PSK agreed that this could be offered.

Student numbers for September 2019 intake - PSK updated governors on numbers, including a comparison on this time last year. Governors asked for clarification re the increase in numbers.

Communication - the school has worked hard on clear communication, particularly around the changes that have been taking place. This has been vital for stakeholder engagement and is reflected in positive feedback received.

Website - there are no plans to make changes. It currently serves the purpose that it needs to.

Marketing - a SIF bid has been submitted re site security, which will include a new reception area. This would be an opportune time to review front of school signage and branding. PSK plans to further review wider marketing in the next couple of months. Governors said that if the CIF bid is not successful this will need to be given further consideration.

33/19 Image and Impact of the School in the Community

PSK said that it is important to constantly be analytical in looking at the image of the school. Impact is also reflected in student numbers.

Governors asked about connections to other organisations in the community. There are companies that take part in the school careers fair, providing opportunities to build connections. Work experience is being introduced for Y10s, which has had a high uptake among students. JOG students are involved in supporting reading in one of the primary schools - a programme set up by DST, academic mentor.

Governors - the more advocates the school has puts it in a stronger position in the community.

Visits to school are being encouraged in the weekly bulletin - an opportunity for all to sample how different the climate is due to the new behaviour policy.

34/19 Alternative Provision

The current Service Level Agreement ends on 31 August. PSK has joined a working group with other Headteachers to explore options. The challenges around this include Catch 22 receiving an inadequate Ofsted as well as implications for funding.

Timeframe - Headteachers' first meeting with LA is taking place at the end March where a specific time agenda will be put in place.

35/19 Parent Surveys

Responses from parents' evenings and Y7 reasons for application circulated in advance of the meeting.

The benefits of surveys carried out at parents' evenings and one big survey at a specified time each year were discussed. It was agreed to continue with both.

Governors said that surveys need to have a higher profile at meetings and highlighted the importance of feedback after surveys have taken place. PSK meets with parents promptly if there are concerns raised in surveys carried out at parents' evenings.

Staff Survey - questionnaire used for previous years needs to be shortened as it is too lengthy.

Students - HKE said that survey monkey has been used in the past, run by the student council. PSK - keen to do something that can be compared with previous years.

Action - All surveys will be carried out in term 5

PSK

PSK left the meeting.

36/19 Friends of JOG

This is run by a small group of parents who are very committed. SAM summarised how they are currently involved and plans for the way forward.

A banner outlining aims and purposes has been made to use at parents evenings/drop ins to promote who they are and to raise their profile. Friends will be included in the September information evenings to encourage parental involvement.

SAM left the meeting.

37/19 Minutes and Matters Arising

7/19 - Postcards for governor use - PG met with StLT to ask if students could design year appropriate postcards. StLT agreed to come back with one design per year group in a month's time. Governor wording will then be added

26/19 - Governors to have feedback on the decrease in the number of PP students in Y7

27/19 - Safeguarding policy will be agreed by email

The minutes of 22nd January were agreed and signed as an accurate record of the meeting.

38/19 Sip Update

To create a culture of high expectations that leads to disruption free learning

Pastoral and Behaviour Support Centre - HKE outlined how this works, both in terms of students accessing the support centre and how they are supported during their time there.

Wednesday morning meetings start at 8am and one member of each year team must attend. The same expectations of behaviour apply for all students. VMA has held a staff briefing on reasonable adjustments. The student development team will be timetabled to run interventions for their year groups - programmes including anger management and social skills.

Teachers are not having to deal with low level disruption and can put their energies into teaching for the benefit of the students. SLT are highly visible in their support of staff.

HKE - it is disconcerting not to have the same opportunities to chat/develop relationships with students. Further consideration needs to be given re how to include these opportunities once the policy is embedded.

Governors appreciated HKE's hard work.

39/19 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 is still 0.22% above the national expected levels of 95% and 0.83% above the same time last year. It is 0.78% below the school's aspirational target of 96%.

Governors asked about the number of responsible adults not attending meetings and if there is anything else that can be done. HKE - difficult as the school has been as flexible as possible. The meeting is still held and minutes are communicated to parents/carers.

Governors asked about previous feedback given re making sure the school does not normalise poor attendance. HKE said that poor attendance is treated in the same way as would apply to all students.

HKE expressed concern re the number of students off rolling and the potential concerns re safeguarding.

Safeguarding Update - an updated safeguarding policy is about to be released from the LA.

HKE will carry out a safeguarding assessment on alternative provision due to Catch 22's Ofsted.

SHI and HKE are attending training which will mean they are licenced to do graded care profiles.

Action - HKE to circulate safeguarding summary

HKE

40/19 Policies

Code of Conduct - DY proposed acceptance of the policy - PG seconded the proposal.

Further policy reviews were discussed and planned.

41/19 AOB

There was no further business to discuss.

The meeting closed at 8.10 pm. Date of next S&C meeting Tuesday 30th April 2019.

Signed: _____ Date: _____