

HEXHAM MIDDLE SCHOOL AND QUEEN ELIZABETH HIGH SCHOOL HARD FEDERATION

GOVERNING BODY MINUTES SPRING TERM 2016

MEETING HELD ON WEDNESDAY 9 MARCH 2016 AT 6PM –
A13 – QUEEN ELIZABETH HIGH SCHOOL

PRESENT: Mr Simon Kitchman
Mr Tony Brown
Mr Graeme Atkins (Executive Headteacher)
Mrs Barbara Hignett
Mr David Hartland
Ms Sarah Kemp
Mrs Jo Grey
Mr Jonathan Holmes

ALSO PRESENT: Mr Andy Byers (Head of School - Associate Member)
Mrs Judith Minto (Head of School - Associate Member)
Mrs Charlotte Gaines (Clerk to the Governors)

PART 1 (CLASSIFIED NON-CONFIDENTIAL)

Items discussed under Part 1 of this agenda will not be classified as confidential: consequently the minutes and supporting documents should be made available to any person wishing to inspect them.

1. Apologies for absence

Apologies were received from Mrs Sandra Thompson and Mr Patrick Ferguson.

2. Declaration of personal or pecuniary interest in any agenda item

Governors declared that they had no pecuniary interest in any item on the agenda.

3. Consider & Adopt Minutes of Governing Body Meetings

Minutes of the following meeting, having been circulated to the Governors, were adopted and signed as a true record:

10 February 2016 (Part 1)

Matters arising from the minutes:

The SIP visit report has been considered within the monitoring groups and

an update will be provided through the governor updates.

Work to the bursary policy has been completed. JG questioned what amendments were required, GA advised that JH had suggested some improvements which made sense and SS had amended the policy accordingly, which was now being implemented.

4. Governor updates

- HMS Monitoring Group

Significant points for governors to note were highlighted including improvements in attendance, the implementation of the new assessment system and the quality of middle leadership. TB, SKe and SKi have each undertaken monitoring visits recently and reported back positively. SKi commented that staff have a good grasp of the data for every year group across the subjects. Staff are engaging well with the new system; the increased moderation and reflection within departments is resulting in more informed planning and practice. Curriculum Leads and teachers are more sensitised to live data and are enabling much more timely interventions with individual students.

Due to various changes to SATs and expectations around standards, it is difficult to assess what the school's position will be when the SATs results come out. However, evidence in books and through internal assessments does indicate that pupil progress is good. SKe questioned when the Ofsted inspection is likely to take place. GA advised that it is within 30 months of the previous inspection therefore it should take place by July. GA has spoken to Mark Evans about the possibility of an earlier inspection but there appears to be little opportunity for influencing the date.

SKe carried out a teaching and learning walk with Pete Elliott which was very positive. There are quality of teaching issues with two staff which are being addressed. The marking and homework seen on the walk were positive.

Morale appears to have significantly improved.

- QEHS Monitoring group

Draft minutes have been circulated to governors. JH alerted governors to some attendance graphs and data, which have not been circulated yet, but show a flattened line. Governors discussed the plateau in comparison to the falling attendance last year and agreed that this is in fact a positive. The main issue with attendance is Yr13 girls. SKe questioned whether this was just since they were in this year group or had it been a longer term issue. AB explained that there had been issues with girls' attendance in this year group throughout their time in sixth form but that the Pastoral Team were working with these students to address the reasons for this absence. There will be a further breakdown of sixth form attendance data at the next meeting.

BH referred to points in the minutes about uniform and stated that there appears to be an issue with some students not being challenged. JH advised that there is currently an increased focus on uniform and work is

ongoing with form tutors to ensure that standards remain high.

- Audit Committee

The Audit committee has not met since the last meeting of the full governing body. A meeting will take place in the next 2 weeks.

- Safeguarding committee

The Safeguarding committee has not met since the last meeting of the full governing body. A meeting will take place on Wednesday 23 March at 1:30pm.

The school have been supporting a student and her family following attempted online grooming outside of school.

- Other visits and updates

There have been no other visits since the last full governing body.

5. Any Other Business

SKi asked if there was any feedback regarding the number of options choices. AB reminded governors of the decision to reduce the number of option choices from 4 to 3 and advised that the options evening was well attended. Individual meetings have been held with most students and their parents. The meetings so far have been very positive with almost full parental attendance. Two people raised the issue of a reduction in choices; one complained but understood when the decision was explained individually.

JH/DH/CG

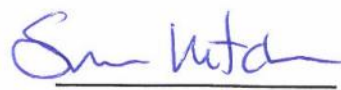
Outside of the meetings, one parent has made a formal complaint to the co-chairs, having already met with AB. SKi asked JH and DH to investigate the complaint as part of the complaints procedure. The Clerk to Governors will advise the parent.

SKi questioned the reaction to the proposed change in lesson times. AB advised that following the staff consultation, where a number of concerns had been raised, the timetabling options were re-examined and AB felt that maintaining the existing five period day was not, in the end, unduly problematic.

SKe asked whether there had been any feedback about the 'A' Level options. AB advised that there have been no complaints about the entry requirements. Options choices will be considered at the next meeting of the monitoring group.

Part 1 of the meeting was concluded.

Governors moved to Part 2 of the agenda.



Chair
Date