



QUEEN'S PARK HIGH SCHOOL
Governors' Pastoral Committee Meeting

Friday 19th October 2018
Sixth Form Conference Room at 10.15am
PART ONE MINUTES

Committee Members	Attended/ Apologies	In Attendance	Attended/ Apologies
Linda Neill (LN)	Attended	Lyndsay Watterson (LW)	Attended
Ben McGrath (BM)	Attended	Jill Cutler (JC)	Attended
Peter Burke (PB)	Attended	Kay Gresty (KG)	Attended
Mark Bland (MB)	Attended		
Kayte Parlevliet (KP)	Apologies		
Gila Yalarakis (GY)	Apologies		
Sue Pearson (SP)	Apologies		

Apologies

Apologies were received from Kayte Parlevliet, Gila Yalarakis and Sue Pearson.

Item 1: Declaration of Pecuniary or Conflicts of Interest

There were no new declaration of pecuniary or conflicts of interest.

Item 2: Minutes of the previous meeting held on Friday 8th June 2018

Minutes were agreed to be a true representation of the meeting and were formally accepted by Governors.

Item 3: Matters Arising /Actions

Matters arising from the previous meeting held on Friday 8th June 2018:

- **JC to feedback to Governors about the possibility of running the D of E Silver Award and check the whereabouts of the D of E Bronze Award Certificates - Actioned**
- **Lynn Morris to make contact with ex-QPHS students via social media – On-going**
- **LW to discuss the new Safeguarding and Child Protection Policy with BM prior to the next meeting, taking in to account the changes for September 2018 – On-going**

Item 4: Student Voice

LN explained that the student focus is on current Year 7 and Year 12 student transition. LN added that the aim of the session is to understand what has worked well and question if our expectations are consistent, for example around uniform, behaviour and homework. In addition, LN explained that the students have a discussion around extra-curricular activities and make recommendations on areas that could be improved.

The main points raised were as follows:

- Year 7 students had a good understanding of SSA grades
- Year 7 induction was strong and students have all the information needed – it would have been beneficial to have a map of the school initially
- Students liked teachers to ask them what they thought their SSA grades should be (as modelled in art and drama)
- The school need to promote EduLink more to show progress
- Some Year 12 students, existing and new, were not aware that they were given SSA grades by teaching staff
- QPHS are currently working on a plan for rewards post VIVO to potentially offset behaviour points with reward points
- It was suggested that Year 12 students could make better use of tutor time or alternatively reduce the number of tutor time sessions
- Students are not always aware of the range of extra-curricular sessions available
- Possible 6th form PE lessons to be reintroduced

ACTION: Students Leaders to speak to students about SSA grades and self-reflection in assembly.

ACTION: Year 12 induction needs to include information about expectations around SSA grades.

ACTION: Students Leaders to feedback tutor time suggestions to Vicky Prydden.

ACTION: Extra-curricular activities timetable to be produced and the information shared with students during assemblies.

LN raised the point that students did not always feel that they were receiving effective feedback. CS commented that this would be discussed further at the SLT/CTL meeting on Monday 22nd October 2018 and explained that any feedback given should mirror the QPHS Feedback Policy.

LN asked if the school have achieved what they set out to achieve following the OFSTED inspection in 2016.

CS commented that staff surveys, teaching & learning reviews and student feedback had been listened to and that it was important to ensure that policies are working and quickly adapted if and when necessary.

JC raised the point that students may need educating on what 'making progress' means and what progress looks like.

LN explained that our Climate for Learning focus for term 2 is to see how this looks against our teaching & learning practice. LN added that term 3 would look at KS4 leavers and transition to 6th form.

Item 5: SEN/Safeguarding Report

The item was moved to Part 2 of the meeting.

Item 6: Policies for approval

School Uniform Guidelines
Non-smoking Policy
Collective Worship Policy
Substance Misuse Policy
Cycling Expectations

Governors approved the five policies and suggested that the Cycling Expectations needed to be sent to parents and students to ensure that the policy would be followed.

ACTION: Letter to be sent to parents detailing the cycling expectation.

AOB

It was agreed that the new School Development would be posted on to the website once it had been finalised.

CS raised the issue of the timing of the meeting and suggested that it may be beneficial to meet the students at the end of the school day and continue the rest of the meeting from 3pm onwards.

ACTION: The timing of the meeting to be reviewed.

Date of the next meeting: Friday 8th March 2019 at 10.15am (subject to change)