



QUEEN'S PARK HIGH SCHOOL

Meeting of the Full Governing Body

Thursday 13th December 2018
held in 6th Form Conference Room at 5.00pm

PART ONE MINUTES

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

Apologies and welcome

Apologies were received from Gila Yalarakis, Sue Pearson and Peter Burke.

Matters Arising from Part 1 of the FGB meeting on 13th September 2018.

- Governors to decide which SDP group they would like to be part of and feedback by Thursday 20 September 2018 – **ACTIONED**
Climate for Learning (Behaviour) BM, LN, MB
Teaching & Learning KP, GY
Growth and Sustainability PB, SP
- KG to distribute job description of the role of Governor with a view to appointing a new Governor – **PARTLY ACTIONED**
- The behaviour policy is to be reviewed and presented at the FGB in December, SEN to be included – **ACTIONED (Item 6)**

Minutes from Part 1 of the FGB Meeting on 13th September 2018.

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

Terms of Office and succession planning

KP suggested that Governors should only be allowed to serve in office for a maximum of two terms and, for successional planning going forwards, believed the committee should aim to recruit a further two or three co-opted Governors. KP added that Governor selection should be based on a required skills set.

ACTION: The process to recruit new Governors to start after the February half term 2019.

Item 1 Headteacher's Report Part 1

LW gave a presentation to Governors highlighting the main achievements this term to date:

- The opening of the LLC with Gyles Brandreth was a great success
- A group of QPHS male students are taking part in a BBC documentary which will be shown in 2019
- Students performed at the local residential home and received a very positive reaction from the residents
- A recent newspaper article highlighting QPHS as one of the top three schools in Cheshire
- QPHS are in a stronger place in terms of media coverage and are being viewed more positively in the community
- An 'SDP Sharing Best Practice' session will take place on Tuesday 18th December at 2.45pm which Governors are welcome to attend – showcasing some of the research/learning all teaching staff have been undertaking through their Professional Learning Communities (PLCs).
- Learning cycles have been adjusted giving staff more freedom around formative and summative assessments
- Lesson observations now focus on three priorities: climate for learning, knowledge and formative assessment - the three priorities from the focus of the PD programme
- There is a review underway around 6th Form teaching and learning and we are looking at how we address gaps
- Staff are following the five pillars of practice from Paul Dix's 'When the adults change'
- Climate for learning follows the guide of to 'Prepared – Engaged – Respectful'
- The behaviour strategy is showing small improvements in behaviour
- The presentation of behavioural problems is getting more complex
- The school may get to the stage where several pupils will need to be permanently excluded
- Cheshire East have a better provision for these students than Cheshire West can offer
- QPHS will look at college offers for our Year 10 students in January 2019 as an alternative route
- Attendance is 95.05%, higher than the national figure of 94.6%
- The Trust has employed an EWO over the three schools
- A full attendance audit has been completed and internal processes have been streamlined
- There has been an increase in the number of FPNs issued and attendance panels have been put in place, however there has been a general lack of support from the parents of persistent absentees
- QPHS have received 119 first choice applications for the Year 7 intake for September 2019. Last year, a further 10 students applied after the deadline had passed

- The primary school Curriculum Challenge Days in November were hugely successful with 300 Year 5 children from 10 primary schools in attendance
- Steve Docking, CEO of North West Academies Trust will be in school tomorrow to discuss the partnering of The Grosvenor Park C of E Academy (formerly UCFS) with QPHS for admissions from Sept 20
- The curriculum model for September 2019 will be looked at closely and any necessary recruitment will be considered carefully
- 6th Form teaching should model the GCSE teaching style
- There is work to be done to improve student expectations in the 6th Form
- Transparent surveys are being completed by our 6th Form students to allow them to give feedback on teaching and learning. There will be a similar survey for staff to complete
- Best practices around 6th Form T&L will be reviewed during CPD time

KP commented that it is evident that teaching staff are getting more time to teach rather than undertaking unnecessary assessments. KP added that students appear to be learning more and engaging more.

JC commented that the behaviour policy is working for the majority of our students and added that internal exclusions are down against last year.

Q: MB raised the concern that placing IE students in 6th Form lessons could have a negative effect on sixth form teaching and learning.

LW commented that as QPHS no longer have a facility to manage these students in a separate facility, there is little option but to allocate them to 6th Form lessons. LW added that the situation is currently being looked at and we do use alternatives as well e.g. desk outside LW's office.

Q: MB asked if there are repeat offenders who are causing difficulties in school.

LW explained that it is interesting to note that some students have a pattern of bad behaviour each December on the run up to Christmas.

Q: MB raised the point that the school are in a strong position with Sarah Williams in post to deal with the issues.

LW explained that the school have the full support of the LA and that the LA are confident that the school will do everything they can to avoid a permanent exclusion.

Q: LN asked what plans Vicky Prydden has to improve last year's 6th Form marketing strategy and suggested that the student Leadership Team could be used to help with internal and external 6th Form recruitment.

LW explained that links with Blaenau High School would strengthen as a new Headteacher, Rachel Hudson, starts in January 2019. LW added that QPHS have plans for two open evenings this year, the first one has already taken place, and Year 11 students would be offered taster days in addition. LW commented that Ceri Sullivan is in the process of carrying out a 6th form audit and that recommendations would be implemented. LW stressed that the school's biggest strength is that the staff know every student well and can offer strong support.

Q: LN commented that the Year 11 Parents' Evening was excellent and very personalised, as were the individual interviews on Mock Results Day.

Q: BM asked what was a viable number to enable the 6th Form to run?

LW explained that the 6th Form numbers had been propping up the drop in KS3 numbers and now the roles are being reversed and therefore the school needs to be creative and look at the course offer available to encourage more students to our 6th Form. LW added that the school could potentially offer a solution that would also appeal to Christleton High School students which involves extending the Foundation year offer.

Item 2: Chair's Report

KP presented a list of key events that Governing Body were involved in this term:

- Year 6 Open Evening which was a phenomenal success
- Head Boy and Head Girl interviews
- Recruitment of the Student Leadership Team
- Active Twitter account
- Safeguarding sessions run by BM
- Performance review of Headteacher
- Breakfast meetings
- Trust AGM
- Potential production of a Trust newsletter
- QPHS SDP – Governors would like to be more involved going forwards
- SDPs to be presented at each committee:
 - Climate for Learning – Pastoral Committee
 - Growing the school – FGB
 - Improving teaching and learning – A&C

ACTION: Set up dates in January 2019 for Governors to come in to school to talk through and update the three separate areas of the SDPs.

Item 3: Holiday dates for 2019/20

LW proposed that the holiday dates for 2019/20 should follow the LA guidelines and added that the 'Dummy' Inset Day should be Friday 3rd April 2020, prior to the start of the Easter holidays.

Governors approved the holiday dates for 2019/20.

KP commented that Paul Heath had suggested that the Trust should have at least one Inset Day in common to allow for generic training.

Item 4: Trip approval

LW explained that QPHS would like to take a History/French trip to Normandy, France in April 2020 and added that 65 students would need to sign up to make the

trip viable. As the Dummy Inset Day is planned for Friday 3rd April 2019, this would mean that students do not miss time off school. Governors agreed that the trip could go ahead.

Item 5: Policies

The Behaviour Policy was re-presented to Governors following the updates to the current behaviour strategies.

ACTION: Governors asked for the wording to be changed from ‘reasonable force to ‘proportionate response’ and to remove the line stating that 6th Form students would escort IE students around school.

The following policies were presented for ratification and were all agreed:

- Internal Exclusion Policy and Procedure
- School Uniform Guidelines
- Non-smoking Policy
- Collective Worship Policy
- Substance Misuse Policy
- Cycling Expectations

AOB Part 1

There were no items for AOB part 1.

Date of the next meeting: Thursday 23rd March 2019 at 5.00pm.