



QUEEN'S PARK HIGH SCHOOL
Meeting of the Full Governing Body

Thursday 13th September 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
Sue Perason (SP)	Attended	Jill Cutler (JC)	Attended
Mark Bland (MB)	Attended		
Peter Burke (PB)	Attended		
Linda Neill (LN)	Attended		
Ben McGrath (BM)	Attended		
Gila Yalarakis (GY)	Apologies	Kay Gresty (KG) Clerk	Attended

Item 1: Apologies and welcome

Apologies were received from Gila Yalarakis.

Item 2: Declaration of Interest

MB declared that he is a Governor at Belgrave Primary School.
KP declared that she is a member of the Learning School Trust.

Item 3: Matters Arising from Part 1 of the FGB meeting in June 2018.

- **KP to arrange a farewell dinner for MG - ongoing**
- **Governors to review the proposed meeting dates for 2018/19 and come back to KG with any changes - Actioned**
- **LN to confirm dates of the 2018/19 Pastoral Committee meetings - Actioned**
- **LW to source the school shorts from uniformity and communicate this to parents - Actioned**

Item 4: Minutes from Part 1 of the FGB Meeting in June 2018

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

Item 5: Setting the scene for 2018/19

LW gave Governors an overview of the current situation, split in to the three areas of the development plan, and explained that this information was presented to staff during the inset days in September 2018. LW added that it was important that Governors were working to the same agenda.

The main points raised were:

- Year 9 is technically full as the curriculum model is based on 3 classes, 90 students.
- 5 students who have submitted in-year Year 9 applications have been rejected as the school is unable to take them.
- The school have processed 15 applications for new in-year students in addition to the current Year 7 intake.
- 7 students from current Year 10 left to go to CIS, one students is returning.
- 41 students have joined Year 12
- Year 12 numbers are generally down in schools are down across Cheshire, SJD's numbers have increased.
- Summer camps and sports camps ran successfully over the summer for primary students.
- Open mornings/evenings will run during week commencing 17th September 2018.
- The prospectus has been updated and has gone out to the primary schools.
- The library has had a makeover and the science corridor has been upgraded.
- Primary visits are taking place to help to boost recruitment for 2019.
- Links are building with UCFS and St Martin's primary schools.

Q: PB asked why the school were receiving so many applications for students in Year 9 and questioned where they were coming from.

LW explained that they were a mixture of students moving house in to the area, moving from abroad and moving from schools within Cheshire and Flintshire.

Climate for Learning

JC explained that staff had come up with three words – Prepared, Engaged, Respectful – which would underpin the behaviour plan and this practice will be adopted when dealing with students. JC added that simplified SSA grades would make expectations for students much clearer.

LW explained that the approach and expectations towards behaviour will be standardised across school and that staff would be given a script to work with (reminder, caution, last chance). LW added that a summary will be sent to parents to explain this approach.

Q: MB asked if staff have had training on de-escalation.

LW explained that staff did some role play at the recent sessions and are consciously being calm and assertive in their approach and SP agreed that this carried a very powerful message.

LW added that a script had been prepared for those staff who need it, that the initial trial would last 30 days and that a review would take place following this. LW added

that there is support in place for NQTs and those staff who have difficulties with classroom management.

LW explained the five pillars of practice (Paul Dix)

- Consistent, calm adult behaviour
- First attention for best conduct
- Relentless routines
- Scripting difficult conversations
- Restorative follow up

LN added that the 'Oracy Project' would fit in with our direction of travel.

Teaching and Learning

LW explained that the behaviour plan linked to the current teaching and learning objectives. LW added that the school will be looking at the knowledge and skills base across the faculties and would be trying to standardise the language used within teaching and learning.

KP talked about priorities across the committees and suggested that Governors could, in pairs, oversee the three areas of the SDP: LW explained that the allocation of workload was currently as follows, however this may change as JM was not currently heading up a discipline:

Climate for Learning, Behaviour led by Sarah Williams
Developing Teaching and Learning led by Matt Yeoman
Growth and Sustainability, the future of QPHS led by Clare Scanlon

LW stressed that Governors provide an external perspective which helps staff to look more objectively at an issue.

ACTION: Governors to decide which group they would like to be part of and feedback to KG by Thursday 20 September 2018.

Item 6: Key Events for 2018/19

KP presented Governors with a list of key dates for 2018/19 and explained that it was important for the school that Governors had a presence and that communication and availability would be discussed over WhatsApp.

Item 7: Election of a new Governor

KP explained that, following the resignation of Mike Graham, there was now a vacancy for a co-opted governor. KP suggested that Governors may wish to put forwards names of candidates who they feel would have a positive effect on the group, possibly independent of QPHS.

ACTION: KG to distribute job description of the role of Governor with a view to appointing a new Governor prior to the October half term.

Item 8: Policies Update

LW explained that the behaviour policy had been updated however, due to the current work being done around behaviour in school, would need to be adjusted. LW suggested that the behaviour policy should be presented again at the FGB on 13th December 2018 for Governor approval. Governors agreed that this was a sensible option and SP asked if SEN could be represented within the policy.

ACTION: The behaviour policy is to be reviewed and presented at the FGB in December - SEN to be included.

LW explained that QPHS have produced an Internal Exclusion Policy which gives the school a clear and concise set of procedures to follow. LW added that this links closely to the behaviour policy, however is not a statutory policy.

Q: BM asked if the approach will be consistent when dealing with difficult students.

LW explained that the consistency in staffing and behaviour management means that the school are picking up behaviours early in Year 7 and are dealing with them more effectively. LW added that the SENCO is integral and was present in Conway to ensure that she has a full understanding of any potential issues and student needs from the start of the year.

AOB

There were no items for AOB.

Date of the next meeting: Thursday 13th December 2018 at 5.00pm.