



HECKMONDWIKE GRAMMAR SCHOOL

Full Governing Body Minutes

Time & Date:	5.00pm Thursday 11 July 2024
Venue:	In school
Governors Present:	Derek Cross – Chair Sue Doubell Jonathan Hodgson Matthew Pinder Ross Oxby David Hall Mark Tweedle Nicky Stokoe Keith Wilson - virtual Mohammed Hans – virtual Lailit Suryawanshi - virtual Peter Roberts
Non-Voting Attendees:	Richard Tipler – Deputy Headteacher Nicky Thomas – Deputy Headteacher Natalie James – Finance Director Jody Dunn – Clerk
Meeting Quorate:	Yes

1. Welcome & Apologies

DC welcomed all to the meeting. Apologies were noted from Michelle Brooke.

2. Declarations of interests – None

3. Minutes of previous meeting and matters arising

The minutes were approved as a true record of the meeting and all actions were confirmed complete. DH noted the conversation around recruiting local children to sit the exam and the suggestion of looking to inspire local children to sit the test much earlier. DC confirmed we would include this as an agenda time at the next FGB.

4. Safeguarding / Attendance & Behaviour update

SAT drew attention to the related executive summary, noting that an audit of the single central register had been carried out since the publishing of the report to governors. He then opened to questions. Governors questioned a particular safeguarding case noted in the report in which SAT gave an update. Questions were also asked about the Y13 attendance figures, leading to a lengthy discussion.

SAT left the meeting.

5. Minutes of sub-committee minutes

C&S – KW gave an overview of the meeting and what was presented and discussed.

F&R – JH gave an overview of the meeting, informing that there were three things to come back to the full board for ratification and approval.

1. Budget – JH informed of the deficit budget and updated the board on the discussions had at committee level. Further discussion was had before the board approved its submission.
2. CIF – JH and NJJ updated the board on the current position of the CIF bid for Power building extension, providing information as to where we are at, what the next steps are and the anticipated timescales. They informed of the discussions had a committee level with regards to agreeing to the school's contribution outside of the delegated authority policy. The board were in support of communicating any developments on this via Governorhub during the summer holiday. This led to a robust discussion around the school's reserves; JH informed the board the F&R committee had tasked SLT with providing a prioritised list of ways in which to spend some of the reserves.
3. Letting's charge – JH informed that the increased lettings charges were omitted from the paperwork provided to the committee therefore he had requested NJJ provide them at this meeting. A discussion was had around the slight increase in charges and they were approved.

6. Entrance Exam Update

RGT noted the first part of the update was with regards to the entrance exam registrations. He informed governors how many registrations had been received and how long the registration window was open. He gave some statistics around the data, looking at group numbers compared with previous years and the areas in which students were coming from. MP noted the number of PP students that had registered was positive, leading to a discussion around this. RGT informed that the PP students were being provided with additional resources to prepare for the test.

RGT then moved on to talk about the test and the way in which it would be scored and how the results would be analysed. A robust discussion was had around the school's approach should the results show a significant swing for a particular group of students in proportion to those sitting the test, indicating a potential issue with the scoring/new test. RGT proposed



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that should this be the case, that the school weight the scoring accordingly, giving an example. This was then discussed at length.

MT noted that this was sensible approach and ensures the school and the board are protected and ensures fairness, given the creative writing paper essentially a trial this time. RGT noted that the school would be very open and transparent in how the standard is applied across all parts of the test. Further discussion was had, promoted by governor questions around appeals and fairness in relation tutoring etc. The item was concluded with governors agreeing to the school applying a mathematical model should a significant swing be identified. RGT informed he hoped it wouldn't be necessary and the results would be thoroughly analysed and scrutinised.

6. Memorandum and Articles of Association

NJJ informed governors that she had asked the schools solicitors, Schofield Sweeney, to look at the memorandum and articles of association following instruction from the chair of governors. She noted that the board were aware they had not been updated since the school became an academy and needed to be brought in line with the DfE model articles. DC noted that this had been delayed in the past due to the discussions around potentially forming a MAT. NJJ briefly explained the papers provide and asked governors if they had any questions to feedback to Schofield Sweeney and if they were in favour of updating the articles. Questions were raised in relation to the funding agreement and whether the members needed to give final approval to which NJJ confirmed she would clarify. The board were supportive of the changes recommended by Schofield Sweeney and gave approval for the updates to go ahead.

7. Executive summaries

PDR noted he would take the summaries as read and opened to questions. Governors noted that the highlighted changes were very useful and asked if they could have access to the live documents. A discussion was had around this, with MP advising of some software called PowerBI that is used at another school and allows governors to see the data in real-time, saving SLT time in preparing reports.

Governors then focused on the Sixth Form summary asking a number of questions in relation to current recruitment, the recent experience day and the DC2 data. RGT noted that DC3 data was currently being input that this would give us a better picture on the current position. He informed of recent ALPS training and that measures had been put in place to deal with the obvious concerns around the sixth form.

The focus then moved to the pupil premium section of the summaries, with governors asking about trip contributions and how this is allocated and managed etc.

8. School Improvement Plan

PDR noted that the BRAG had been implemented following governor recommendation. He informed that SLT were considering refining the SIP for the following year, with a bigger focus on the sixth form given this is the schools biggest focus for improvement. A robust discussion was had around this, with MP noting the number of tasks currently in the plan and some stats in relation to progress. Governors noted the progress made this year was impressive. Further discussion was had around changing priorities and governors asked for PDR's view on Ofsted and the progress made since the last inspection. This was discussed at length. PDR informed governors of the strategic plans SLT are currently working on with regards to the sixth form, based on a report and recommendations made by our school improvement partner.

Discussion was then had around the sixth form offering and the potential of offering alternative vocational courses for those unable to sustain the A level study and to keep up with some of our competitors etc. A lengthy discussion was had around the pros and cons of this, with PDR confirming that these are currently only ideas coming from SLT and subject leader discussions and that this would obviously be formally proposed to governors should it be a serious consideration as such a move would be a significant change in the current traditional grammar school offering.

9. Policies for approval

- Health & Safety – approved
- Careers Policy – approved
- Careers Strategy – approved
- Provider Assess Statement – approved
- Work Experience Policy - approved
- Sixth form policy – Discussions were had around various sections of the policy, in particular the process of those underperforming etc. The policy was approved.

10. AOB

DC informed the board that KW's term of office was due to end before the AGM therefore asked if governors agreed to him remaining on the board for another term. KW had expressed his intention to stay on the board prior to the meeting. Governors agreed for KW to renew his term of office.

JDN informed governors that she had posted the proposed 2024-25 governor meeting dates on Governorhub and asked governors to review them and inform of any potential issues.

PDR invited governors to the annual staff BBQ on the last day of term.



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Actions		Who
1.	Include 'recruiting local children to sit the exam' on next FGB agenda	JDN
2.	Establish if the updating of the articles affects the funding agreement and whether the members needed to give final approval for updating	NJJ

Governance Requirement: Minutes signed as true and accurate record of the meeting.

Signature: 

Derek Cross
Chair of Governors