



HECKMONDWIKE
GRAMMAR SCHOOL

Full Governing Body Minutes

Time & Date:	Thursday 11 December 2025
Venue:	In school
Governors Present:	Nick Cockerill Derek Cross – Chair Sue Doubell Mohammed Hans Jonathan Hodgson Matthew Pinder Lalit Suryawanshi Mark Tweedle Keith Wilson Peter Roberts – Headteacher
Non-Voting Attendees:	Jody Dunn – Clerk Richard Tipler – Deputy Headteacher Nicky Thomas – Deputy Headteacher Simon Taylor – Assistant Headteacher Al Stone – ICT Strategic Lead
Meeting Quorate:	Yes

1. Welcome & Apologies

DC welcomed all to the meeting. Apologies were noted from David Hall and Ross Oxby.

2. Declarations of interests – none.

3. The use of AI

AGS thanked governors for inviting him to the meeting and gave his presentation, firstly advising governors of the current use of AI in school for both staff and students. He explained that some staff use AI for:

- Turning notes into presentations
- Generation of questions and model answers
- Making resources and worksheets
- Changing the language and level of explanations
- Providing feedback to written work / essays
- Summarising specifications / exam papers / content

- Supporting with planning
- Help with writing/adapting communications

And that some students use AI for:

- Explaining content in a different way
- It is being used for completing homework - Not appropriately in many cases
- Providing feedback on work written
- Giving model exam answers
- Summarising notes and content
- Non exam assessments - Not at all appropriate

He then went on to explain the different tools being used in school, as well as the training and guidance that has been provided for staff and students, and what is still required moving forward. He concluded the presentation by drawing attention to the AI policy and student guidance document that is currently awaiting Headteacher approval. Discussion was had around the policy, and MP advised he had a number of points to raise with regards to the documents. JDN requested that he send these to PDR direct for due consideration. AGS then opened to questions.

One governor asked if AGS sees the use of AI as an evolution or revolution, leading to robust discussion. AGS noted AI in schools has been referred to as a digital TA for staff and a digital study partner for students. Further discussion was had around the likelihood of AI becoming a topic within Computing.

MB asked if some staff/departments were using AI more than others and if there was a correlation between this and those who feel a heavier workload. PDR noted that this was an interesting point and that he would look into finding this out.

A robust discussion was had around keeping students safe and plagiarism and how this is identified and managed within school and by exam boards. Further lengthy discussion was had around the many students using AI to complete homework, with AGS advising that some work needs to be done in terms of getting around this.

Governors thanked AGS for his time and interesting presentation and he left the meeting.

4. Safeguarding, Attendance & Behaviour – Executive Summary

SAT spoke through the changes made in the safeguarding section of the report since last meeting and noted the additional information added in response to a governor request.

He advised that all of the attendance data is new, noting a drop in comparison to the same point last year, largely due to a spike in illness at the end of last term. He advised that this was in line with local and national data. MB asked what the other factors had contributed to this, to which SAT explained that some students had left to move overseas and whilst they are still on roll, they are zero attenders. These are small numbers but they do impact the figures.

Governors thanked SAT for his time and he left the meeting.



HECKMONDWIKE GRAMMAR SCHOOL

5. Minutes of previous meeting and sub-committee meetings

The minutes of the last meeting were approved as a true record of the meeting and the actions were noted as complete.

C&S Minutes – KW gave a brief summary of the meeting and explained the decisions made. He advised that Pay Progression was the main item of the meeting, noting that PDR presented the pay progression information and robust discussion was had around various elements. He advised that the committee endorsed the HT recommendations for pay progression for teaching and operational staff and asked for the support of the FGB. The board confirmed they were happy to approve.

MT highlighted that the school had promised to provide a sample of case studies of students where interventions and targeted support had been implemented to look at the impact and progress made, and asked when these would be available. RGT confirmed he was on it and would aim to send them via Governorhub by the following week.

F&R Minutes – NC ran through the main points of the meeting and advised that the Mazars auditors were in attendance to talk through the Financial Statements and Audit Completion Report. He advised the board of the key points to come out of these and of the discussions that took place. He also informed that there will be some VAT adjustment to put through the accounts before the Financial Statements are fully signed off. NC asked for the full board to support the approval of the documents, to which they were all in agreement.

6. Executive Summaries

DC noted that these papers are taken as read and opened to questions.

MP referred to the Pupil Premium summary and noted that the PP summary had been updated and republished on the school website. He also advised that he had recently been in to school to discuss H&S with NJL and that the information provided in the school community report around H&S will be increased moving forward. A discussion was had around this and around H&S in general, the role of H&S link governor and the statutory responsibilities.

The discussion then moved to the admissions and appeals report, with MT noting it was positive to see more in area students who sat the entrance exam had increased, though their overall success rate was not so good. MT felt that this was a concern and questioned the impact, leading to a robust conversation around the potential reasons as to why local

students are not successful. Following various views and opinions given around this and why it is out of the schools control MT asked if the school should be doing things to protect the catchment area and if and what other grammar schools do; reserve a number of places for local students for example. A further conversation was had around what the school is currently doing in terms of outreach and the development work that RGT is doing with future stories. MT suggested that the board take a vote on whether a vote should be taken on this, however the Chair advised that this would not be necessary given the general view was to continue as is.

7. Self-Evaluation Form

PDR advised that this was a brand-new working document from previous years, put together by SLT using the new Ofsted framework and having taken lots of advice from various people including Ofsted inspectors. A discussion was had around the new framework and the new terminology and judgements. PDR informed the board of what he was aware of around how inspections are likely to work moving forward, having been told by other schools and inspectors.

He explained the judgments SLT had given, and the comprehensive justifications provided. A discussion was had around the achievement category and whether the Sixth Form should be included in this, given Sixth Form has its own section. PDR explained the context and justifications.

PDR highlighted and explained the 'strong' judgement given for the Sixth Form, leading to robust discussion. Governors advised that they agreed with the judgement, noting it was on the whole provision and not just progress measures. Robust discussion was had around the sixth form and the progress made since the last inspection.

A lengthy discussion was had around inclusion, with JH noting that this seems to be the 'golden thread' of the new framework. PDR explained the school's position on this and the work that has been done around this, given we have more vulnerable students than ever before.

Governors asked PDR when he thought the next Ofsted inspection was likely to be and how many had taken place already under the framework.

MB thanked PDR and the SLT for the time and effort put into the SEF, noting it makes a lot of sense having attended the Ofsted training.

8. School Development Plan

PDR noted that this is a live document and opened to questions. Governors noted they preferred this plan to previous documents and highlighted the closer link to the SEF.

MT asked PDR if he felt there any barriers to achieving any of these actions.

This led to a robust discussion around the Sixth Form, with PDR noting there is always a struggle to get a positive progress outcome. PDR advised governors of a recent meeting he had had with the heads of the sciences and maths, regarding potentially increasing the entry requirements in these subjects. He explained the statistical analysis carried out and all the different comparisons done based on the current Year 12 cohort. He noted if the entry requirements were higher, between 20 and 30 students would not be studying maths and



HECKMONDWIKE GRAMMAR SCHOOL

science in this cohort, resulting in the Alps score increasing by one grade, but also meaning a significant decrease in income.

9. Creating a long-term strategy and vision update

NC gave an update on the meeting with PDR he had the previous week and advised that he would pull a bit of a plan together to share with governors in the new year.

10. Policies for approval

Admissions Arrangements 2027

DC reminded the board that this had come back to meeting following a vote at the previous meeting. Two copies of the policy had now been produced and provided to governors ahead of the meeting as agreed. DC advised that governors should have carefully considered the additional paragraph in the second policy, to enable them to take an informed vote on the policy with the most appropriate wording.

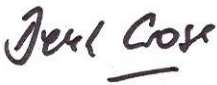
RGT explained the reasoning and wording in each, leading to a robust discussion where governors in turn gave their views. DC then asked governors to take a vote and raise their hands if they were in favour of policy 1, and next policy 2.

There were 9 votes in favour of policy 1, 1 vote in favour of policy 2, and one governor abstained from voting. It was agreed that, policy 1 is reflective of what happens practice and policy 1 was approved.

11. AOB

The governing body congratulated PDR and the school on recently being ranked the 2nd highest performing state co-educational school in the country.

Actions		Who
1.	Look into whether there is any correlation between the use of AI and those who feel a heavier workload.	PDR

Governance Requirement: Minutes signed as true and accurate record of the meeting.	
	Derek Cross Chair of Governors