

Ivanhoe School
MEETING OF THE LOCAL GOVERNING BODY
MEETING

HELD ON THURSDAY 14th March 2024, 7PM at
IVANHOE SCHOOL in Sports Hall 1

Composition of the Board

NAME	TYPE OF GOVERNOR	END DATE OF OFFICE	DESIGNATED ROLE	PRESENT/ Apologies
Alison Allford (AA)	Head Teacher	Ongoing	Head Teacher Finance and budgeting Risk Management Diversity	Yes
Mary Webster (MW)	Community Governor	6.12.2025	Chair Attendance	Yes
Eddie Shepherd (ES)	Community Governor	30.10.2024	Vice Chair Finance and budgeting Behaviour (MVP Link) Personal Development and careers (MVP Link)	Apologies
Kate Whittlesey (KW)	Community Governor	20.09.2027	SEND	Yes
Ann Wilton (AW)	Community Governor	10.11.2027	Safeguarding and Child Protection Attendance (parent partnership element) Behaviour	Yes
Ben Hayton (BH)	Community Governor	24.05.2025	Curriculum development and student progress	Apologies
Janina Harding (JH)	Community Governor	12.03.2027	Health & Safety Risk Management	Yes
Teresa Rose (TR)	Associate Governor	12.03.2025	Teaching and CPD	Yes
Amy Derbyshire (AD)	Associate Governor	20.09.2024	Teaching and CPD Diversity	Apologies
Robert Harris (RH)	Parent Governor	12.03.2027	Pupil premium and Outcomes Personal Development and careers	Yes
Michael Morse (MM)	Parent Governor	12.03.2027	Health & Safety Diversity	Yes
Harry Harmsworth (HH)	Staff Governor - Teaching	4.02.2028		Yes
Joanne Stewart (JS)	Staff Governor - Support	26.10.2026		Apologies
In Attendance				
Jane Moore (JM)	Governance Professional		Clerk to LGB	Yes

**MINUTES – Part 1
NON-CONFIDENTIAL**

ITEM NO	ITEM
1.	<p>WELCOME AND APOLOGIES</p> <p>The chair welcomed all Governors to the meeting. The chair welcomed HH to his first meetings and a round of introductions was made with governors</p> <p>Apologies were received from JS, AD, BH and ES</p> <p>Resolved: The apologies were considered and accepted</p>

2.	DECLARATIONS OF INTERESTS Governors were asked to declare any potential pecuniary interest or conflict of interest between an individual and the governing board with the business to be discussed during the meeting. Resolved: No additional declarations of interest were made.																																																																																																																							
3.	MINUTES OF LAST MEETING The non-confidential minutes of the Governing Board meeting held on the 1 st February 2024 were approved and confirmed as an accurate record.																																																																																																																							
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	GOVERNANCE
5.	GOVERNANCE - CONSTITUTION/ MEMBERSHIP
5.1	Governors noted TR's Associate Governor position has been extended for a further year and HH's appointment as the teaching staff governor from 4.2.24 for 4 years.
5.2	Governors noted the spring term training with complaints training to be held on 21.3.24. JH attended the GDPR training held by the Trust
5.3	<p>Governors noted the Governor visits undertaken since the last meeting:</p> <ul style="list-style-type: none"> - JH Health and Safety reports are available on Governor Hub - MW has completed the attendance visit report is available on Governor Hub - BH Curriculum visit report is available on Governor Hub - KW has completed the SEND visit <p>Action – JM to add SEND report to Governor Hub for next meeting</p> <p>Governor visits to be completed by end of summer term</p> <ul style="list-style-type: none"> - TR to arrange CPD visit - RH to arrange Pupil premium visit - MM to arrange Diversity visit - MW to arrange an attendance visit (termly) <p>Action – Governors to arrange visits</p>
5.4	<p>MW advised there is no new information to report from the Chairs meeting and the LGB action plan is available on Governor Hub, highlighting suggested areas including pupil premium and attendance for the LGB to improve challenging and holding to account moving forward</p> <p>KW joined the meeting at 7.15pm</p>
	SCHOOL IMPROVEMENT AND ASSURANCE
6.	School Improvement Plan
6.1	<p>The School Improvement Plan is available on Governor Hub</p> <p>The red areas are where the school is exploring areas moving through to emerging, embedding, embracing, and excelling</p> <p>AA highlighted a few of the areas currently being worked on:</p> <ul style="list-style-type: none"> • Creating a curriculum which develops student agency - e.g. the steam fair • Functional reading – starting to implement Oracy • Focus on Oracy – listening ladders in all classrooms • Homework - development of recording using Arbour • Marking and Feedback – reviewing marking strategies • Area of focus on identifying the higher and middle learners • Tracking schemes of learning • Exam invigilators need training (will be shared with Ashby) • Early identification and further diagnosis around repeated classroom behaviours, seating plans • Support for staff including well-being group • MPV work is due to start this week
6.2	<p>Comments and questions:</p> <p>KW felt that this was a really comprehensive review and plan.</p> <p>AW asked whether there would still be red areas at the end of the year?</p>

	AA confirmed that it is hoped that there will be no reds by the end of the year but this may not be the case and the school will leave an area as red if it is still required. Governors agree that the fact there are areas highlighted in red indicates that this is a fair and honest appraisal and clearly identifies the areas that school is working on.
7.	Challenge Partners Report
7.1	<p>The report is available on Governor Hub</p> <p>AA confirmed the report is a good report which looked at leaders at all levels.</p> <p>AA highlighted the section which recommended that leaders need to return the focus to work in the classroom with more work on moving around the school and getting into classrooms and ensuring effective questioning by teachers to ensure all students in the class are included.</p> <p>No questions were raised regarding the report</p>
	FINANCE & BUDGETS
8.	Finance Update
8.1	<p>AA provided an update on the finance</p> <p>The school is now slightly below the deficit, with the school not going over the original deficit. Everything is going up in price including the utilities, this is an issue for all schools, however the school is not overspending on the original overspend.</p> <p>JH asked whether the school sees the income from the hiring of the sports hall and facilities</p> <p>AA confirmed the school do receive the income. The Trust lettings team have a vested interest in promoting lettings and securing value. The team need to earn enough from the lettings to cover their staffing costs.</p>
	SAFEGUARDING AND RELATED PASTORAL CARE ASSURANCE REPORTING
9.	Termly Care, Guidance and Welfare Report
9.1	<p>The report is available on Governor Hub.</p> <p>The report highlights the number of CP and CIN plans. The school is seeing more domestic violence and poor mental health in both parents and students. The report identifies actions required to improve safeguarding and improve feedback from disadvantaged groups, particularly work around E-safety and parent's awareness of what students are doing online.</p> <p>AW confirmed figures are affected by the main issue of domestic violence, operation encompass calls are included within the figures. Children are classed as a victim when seeing domestic violence, not just experiencing the violence themselves. Seeing violence can have a massive impact on children.</p>
9.2	<p>KW commented on the implications of E-safety with parents not realising the implications, with a need for schools to change the way they work to engage parents</p> <p>JH asked whether there is an updated version of online media training to promote online safety, where children can see a story of what can happen when engaging on line</p>
9.3	<p>AA highlighted that persistent absence is in line with national average</p> <p>Year 10 and 8, SEN and Mental health are particular areas of concern requiring more work to improve these areas.</p> <p>AW asked whether the year 10 absence is due to Ivanhoe not being the first choice of these students.</p>

	<p>AA confirmed the students in year 10 have chosen to stay at Ivanhoe, however there are several students who have stayed as they were unable to move due to various reasons including mental health.</p> <p>AA confirmed she has met with Lynne Fantham from the LA attendance team and is working with the external agencies closely.</p> <p>AA confirmed superstars is working well, there is golden ticket event (chocolate bingo) next Friday with 270 children attending due to following the Ivanhoe Way</p>
ASSURANCE REPORTING	
10.	Individual Policy Review
10.1	<p>The following policies were reviewed and approved by the LGB:</p> <ul style="list-style-type: none"> • Trips and Visits • Use of Premises <p>The Drug and Alcohol policy was reviewed and approved subject to amendments:</p> <ul style="list-style-type: none"> - 13.6 changed to DSL from Deputy Head Teacher - 9.6 "a search will be carried out." Needs to be made clear where a search is required: Agreed change: 'a search of the student and students' belongings and identified areas' <p>The Fire and Emergency Plan requires further action; JH is preparing a presentation for staff. Action – The Fire and Emergency Plan to be added to the next agenda</p>
10.2	<p>Governors noted the amendments to:</p> <ul style="list-style-type: none"> • Trust Complaints Policy <p>Action – JM to speak with SG regarding the changes and DFE letter sent to AA</p>
11.	Operational Risk Register
11.1	<p>The link to the Risk Register is available on Governor hub</p> <p>The new risks are in white, amber are static risks with green risks reducing</p> <p>AA highlighted:</p> <ul style="list-style-type: none"> • DSL risk is reducing as DSL is more confident • Finance fluctuations are problematic with work being made on an integrated plan • Staff leaving • Results need to improve • Reduced curriculum offer • Staffing for cover supervisors • Year 10 pupil numbers are improving • Reputational risk is improving • New gates are being fitted over Easter through the site improvement budget
11.2	<p>KW asked about the risk of the SENCO being shared across the Trust, 0.2 days a week at Ivanhoe. AA confirmed there are 2 deputy SENCOs in place but Ibstock have more need. VJ has informed KW that in total she will be doing 6 days a week across 5 days which is a substantial risk. Succession planning is in place, with a teaching and non-teaching SENCO. The SENCO will be the LEAD practitioner whilst Ivanhoe Deputy SENCo (teaching) gains experience, with pressure on the SEND provision is high therefore it is added to the risk register whilst we transition. Action: SEND transition to be added to the risk register</p> <p>RH – asked is this an expected risk? AA – confirmed the SENCO is a phone call away, and there are people in charge of SEND within the MAT who can assist.</p>

	KW – confirmed this is developing a plan where SEND is not the responsibility of one person.
12.	ANY OTHER BUSINESS
12.1	MW confirmed several of the OFSTED sheets are available in the folder on Governor hub Action – MW will send the list to governors as a reminder
12.2	AW asked about progress on finding a safeguarding governor MW a replacement has not yet been confirmed
12.3	JH mentioned scenarios in relation to the business continuity planning. 2 members of staff would be needed to do the scenarios, confirmation on which scenarios and a scheduled time. JH will liaise with AA.
13.	DATE & TIME OF THE NEXT MEETING To note the time and date of the next meeting on the Thursday 9 th May 2024 at 6pm at Ivanhoe School, Sports Hall 1 meeting room

DATE	ITEM NO	ACTION	BY WHO	WHEN
30.11.23	5.4	All governors to complete the safeguarding and prevent training	AD/TR/RH	Next meeting
1.2.24	5.2	3 Governors still to complete training		9.5.24
14.3.24	5.3	SEND report to be added to Governor Hub	JM	Next meeting
14.3.24	5.3	Governors to arrange summer term visits: - TR to arrange CPD visit - RH to arrange Pupil premium visit - MM to arrange Diversity visit - MW to arrange an attendance visit (termly)	TR/RH/ MM	Next meeting
14.3.24	10.1	The Fire and Emergency Plan to be added to the next agenda	JM	Next meeting
14.3.24	10.2	Complaints Policy changes to be checked with SG following Letter sent to AA from DFE	JM	Next meeting
14.3.24	12.1	Reminder list to be sent to governors of required OFSTED sheets	MW	Next meeting
14.3.24	11.2	SEND Transition to be added to the Risk Register	AA	Next meeting