

Ivanhoe School
MEETING OF THE LOCAL GOVERNING BODY
MEETING

HELD ON THURSDAY 21st November 2024, 6PM -
Remote Online Meeting

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	30.10.2028	Behaviour (MVP Link) Personal Development and careers (MVP Link)	Yes
Kate Whittlesey (KW)	Community Governor	20.09.2027	SEND	No Apologies
Ann Wilton (AW)	Community Governor	10.11.2027	Vice Chair Safeguarding and Child Protection Attendance (parent partnership element) Behaviour	Yes
Ben Hayton (BH)	Community Governor	24.05.2025	Curriculum development and student progress	Yes
Janina Harding (JH)	Community Governor	12.03.2027	Health & Safety Risk Management	Yes
Robert Harris (RH)	Parent Governor	12.03.2027	Pupil premium and Outcomes Personal Development and careers	Apologies
Michael Morse (MM)	Parent Governor	12.03.2027	Health & Safety Diversity	Apologies
Harry Harmsworth (HH)	Staff Governor - Teaching	4.02.2028		Apologies
Joanne Stewart (JS)	Staff Governor - Support	26.10.2026		No Apologies
In Attendance				
Jane Moore (JM)	Governance Professional		Clerk to LGB	Yes
Emma Cresswell (EC)	Deputy Head Teacher		Personal Development and careers	Yes
Emma Boussida (EB)	Assistant Head		Pupil premium Attendance Behaviour	Apologies

MINUTES – Part 1
NON CONFIDENTIAL

ITEM NO	ITEM
1.	<p>WELCOME AND APOLOGIES</p> <p>The chair welcomed all governors and staff to the meeting. Apologies were received from RH, MM, HH and EB.</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 3 rd October 2024 were approved and confirmed as an accurate record			
4.	MATTERS ARISING Governors reviewed and update actions from the previous meeting on 3 rd October 2024			
	DATE	ITEM NO	ACTION	BY WHO
	3.10.24	6.2	All Governors to complete the Declaration of Interests, confirmations of KCSIE and code of conduct via governor hub	AA, HH, ES, JS Code of conduct – MM, KW, AW
	Update – Some still outstanding – reminder email to be sent to individuals 25.11.24			
	DATE	ITEM NO	ACTION	BY WHO
	3.10.24	6.3	To ensure the School website is up to date and compliant	JM
	Update – Completed 11.11.24			
	DATE	ITEM NO	ACTION	BY WHO
	9.5.24 20.6.24	10.1	Business Continuity Plan – to run scenarios for the crisis management team	AA/JH
	Update - JH is leading on this, no date sent but resources are in place now Need to live the plan. This will be looked at in the Spring Term			
	DATE	ITEM NO	ACTION	BY WHO
	3.10.24	6.4	To check with SG regarding the changes on the scheme of delegation showing on the version on governor hub	JM
	Update – 6.12.24 MW emailed regarding comments, email forwarded to SG			
	DATE	ITEM NO	ACTION	BY WHO
	3.10.24	6.6 15.4	To review the list of special responsibilities and visits	All
	Update – List available on Governor hub - Completed			
	DATE	ITEM NO	ACTION	BY WHO
	3.10.24	6.7	Remaining governors to complete Cyber Security online training	AW
	Update – 1 left to complete			
	DATE	ITEM NO	ACTION	BY WHO
	3.10.24	6.7	Governors to complete National College Safeguarding, Prevent and GDPR Training	JM
	Update – 3 safeguarding outstanding			
	DATE	ITEM NO	ACTION	BY WHO
	3.10.24	6.8	The LGB agreed the NGA session would be on Stakeholder, parental engagement and community work. JM to go back to Sian Griffiths	JM
	Update – In person session on 20 th March at 6pm			
	DATE	ITEM NO	ACTION	BY WHO

	3.10.24	12.1	Safeguarding LA audit to be sent to governors when ready	EB	By Next meeting 21.11.24
Update – MW & AA to sign – AA to publish once ready					
	DATE	ITEM NO	ACTION	BY WHO	WHEN
	3.10.24	13.1	Amendments to be made to Behaviour Policy JH to send amendments to EB Updated policy to be sent to JM for governor hub	EB/JH/JM	By Next meeting 21.11.24
Update – Completed					
	DATE	ITEM NO	ACTION	BY WHO	WHEN
	3.10.24	13.1	Physical Restraint Policy to be sent to JM. To be uploaded to governor hub before next meeting for approval by governors	EB/JM	ASAP
Update – Completed					
	DATE	ITEM NO	ACTION	BY WHO	WHEN
	3.10.24	13.2	To discuss the SEND information report and SEND policy at next governor visit meeting	KW	Next governor visit meeting
Update –					
	DATE	ITEM NO	ACTION	BY WHO	WHEN
	3.10.24	15.1	Information to be shared at next meeting on the figures of where students have gone	AA	Next Meeting 21.11.24
Update – Completed					
	DATE	ITEM NO	ACTION	BY WHO	WHEN
	3.10.24	15.24	To discuss well-being governor	MW/AA	Next Meeting 21.11.24
Update – An action plan around well-being. Staff are looking at workload and structure with a well-being survey weekly, restructure & review, superstars, well-being email address for contact monitored by MW					
GOVERNANCE					
5.	GOVERNANCE - CONSTITUTION/ MEMBERSHIP				
5.1	Governors noted there are no changes to board membership and terms of office which will cease before the next meeting				
5.2	Action: All remaining governors to ensure they have completed the Declaration of Interests and confirmations of KCSIE and code of conduct via governor hub				
5.3	GIAS and the school website is confirmed as compliant				
5.4	Governors noted the skill audit. It was noted that Ivanhoe governors do attend the Trust training. Succession planning was discussed with the chairs term of office at the end of next year and the Safeguarding governor.				
5.5	Governors noted the Governor Training Programme for 2024-25 Cyber Security Training by 30.9.24 National College – Safeguarding 31.10.24, GDPR 31.1.25 & Prevent 30.11.24 Action – Remaining governors to complete the training by required dates				
5.6	Governors noted the Governor Training undertaken since the last meeting and to consider future training needs <ul style="list-style-type: none">MW attended the attendance training on 4.11.24				

	<ul style="list-style-type: none"> • NGA Training session to take place on 20.3.24 @ 6pm – in person
5.7	Governors noted the Governor visits undertaken since the last meeting <ul style="list-style-type: none"> • JH Health and Safety Visit Report
5.8	<p>MW provided an update following the chairs meeting</p> <p>MW has been asked to provide and update to the LGB action plan.</p> <p>Action: The LGB action plan to be circulated on governor hub and ask governors for comments</p>
SCHOOL IMPROVEMENT AND ASSURANCE	
6.	The School Improvement Monitoring Plan and Outcomes – tracking progress
6.1	<p>An update was provided and update on the NEETs/SISRA for current year 11/monitoring of teaching and learning through SISRA observe.</p> <p>EC shared the student predictions available on governor hub highlighting: Basics at 4+, overall for the basics of English and Maths the school are predicting fewer students 49% getting both English and maths than the target. With a key focus area on maths Basics at 7+, at the top end the school is predicting fewer this year with 7% rather than 9%, this is due to a weaker cohort with maths being a key focus area again Current progress 8 predictions are positive with English predicting higher progress than maths, the predictions look good compared to last year, work is to be done with some students starting at a much lower level overall.</p> <ul style="list-style-type: none"> • A more accurate picture will be available after the year 11s have sat trial exams • School have lessons learnt to apply this year with better predictions as last year predictions fell at each data drop and overall achievement was below prediction
6.2	<p>Learning explorations</p> <p>EC shared data from the SISRA observe, highlighting: 52 teachers have been observed within a 2-week window, looking at good quality teaching every single day Observations have noticed that homework needs to be investigated further QFIT strategies this year, leading into the teaching and learning spokes of the wheel have identified a 3rd of visits did not have annotated seating plans, which enables teachers to effectively adapt teaching to meet needs of individual students. Moving forward the faculty heads will be doing learning walks to ensure these are in place. Another area was questioning which still needs to be embedded.</p> <p>There are some contrasts between the 5 faculties, with homework being identified as an area for development. The lead practitioner is starting to work on a school wide implementation plan to address this area with the Arbour student app being launched yesterday. The adaptive teaching is being embedded really well in some faculties, with science, design and technology and food. Areas which need work on include maths, computing and enterprise.</p>
6.3	<p>The destinations are available on governor hub: A large amount of students went to Ashby School, with 39% of students being confident to go onto 6th form. Stephenson, Brooksby and Burton Colleges also being popular with most doing level 3 qualifications. Half of the students who went to Burton College have SEND needs which fulfilled their SEND requirements and needs.</p> <p>There are 3 students not in education, employment or training (NEET) who have needs which have made accessing their preferred courses more difficult or the courses have been unavailable. This is</p>

	below the national average of 5%. The key area not being hit is the apprenticeships, there is a big drive to increase the number of students doing apprenticeships.
7.	Termly Head Teachers Report
7.1	<p>The head teachers report is available on governor hub.</p> <p>AA highlighted that the recent successes and good news will be linked to the head teachers bulletin in the parent's newsletter to provide a good source of information for governors about the things happening at Ivanhoe.</p> <p>The latest updates on safeguarding are available with Domestic violence still being a key area to be aware of. There is a lot of information on attendance as this is a school priority overall attendance data is 91.7%, with National being 92.4%. For year 11 data, the persistent absentee data is 34% of year 11 students not attending, this is a vulnerable co-hort where students have not moved onto other schools due to various anxieties. As part of the restructure we have invested in attendance officers who are trained in emotional based school avoidance too support the school with this area of attendance, the 2 deputy heads of year will also ring each child not in. For other year groups we are more in line with national.</p> <p>There are 3 students with an EHCP, not attending school at all waiting for specialist provision and Free school meals attendance is low, which the school is aware of and working really hard to address.</p> <p>Q: Will there be a more balanced co-hort as students now cannot move onto Ashby for year 10 and 11?</p> <p>A: Yes, the school is seeing a more balanced co-hort and is seeing improvements with a better position this year from last years with a different co-hort.</p>
7.2	AA highlighted although there has been concerns over well-being, overall staff attendance is good and lower than the trust average.
7.3	<p>AA highlighted the suspensions data with the school running well below suspension numbers from this time last year. The suspensions on disadvantaged students is really high with 66% (50% was the average) but improvements are being seen</p> <p>Q: From the suspension data - how many of the students being suspended this year are repeat offenders from last year</p> <p>A: This data is not currently available, but AA will prepare for next meeting.</p> <p>Action: AA to prepare repeat offender data for next meeting</p>
8.	Finance Report
8.1	<p>The Year End Financial Management Report for period 12 at the end of last year was shared with governors</p> <p>AA highlighted the 3 columns with the key information being in the purple column.</p> <ul style="list-style-type: none"> • The budget was to end the year with a £1,400,000 deficit however at the end of the year we were £774,000 in deficit • School have clawed back £229,000 across the year through offsets in staffing, gift aid with lettings • The school was expected to be in deficit due to age range change, but this is a good position from where we started the year <p>Q: What is the forecast for this year?</p> <p>A: The deficit forecast this year is £450,000, but AA feels the school would be less than this</p>

	<p>Q: This information is 3 months out of date, what are the figures for this year for the income and anticipated deficit? Are there accurate details for September, October and November?</p> <p>A: The data for period 1 and 2 will be received within a matter of days. The auditors have been in and period 12 has just been closed down. There is an area on governor hub for Finance where AA will upload the monthly finance reports.</p> <p>Q: Is Sarah Mayes producing the figures?</p> <p>A: The figures are being produced by Paul Maddocks, Sarah Mayes works as a business manager for the 3 schools in the National Forest Hub. The process is more focused so although school is working in this year's budget AA is already looking at next year's budget in term of curriculum and staffing for next year.</p> <p>Q: What decisions have you taken on staffing for this fiscal year?</p> <p>A: The restructure happened in order to make savings for this fiscal year</p> <p>Q: In the last meeting, potentially there were staffing issues in some of the curriculum areas.</p> <p>A: There are curriculum areas such as creative arts and humanities with incorrect staff levels of teachers for specific subject areas. AA has met with other heads and the schools will be looking at moving staff around between schools. These decisions will not be made until the 5.5% pay rises have been put into the integrated curriculum financial planning.</p>
9.	Stakeholder Views
9.1	<p>The Survey Feedback plan for Autumn 2024 was shared with governors and is available on governor hub. This included the findings from Parent and student surveys with staff survey not yet updated. The surveys will be updated throughout the academic year.</p> <p>AA highlighted that at the next meeting the document will be more fully populated. The parents and students have been completed with some positive results. The safeguarding questions and trusted adult area is really good, the area with most concern for both students and parents is behaviour. This has reduced by 5% which is an indication of work needing to be done to build confidence. 86% of parents are saying that the school have high expectations which has increased but because of the high expectation the school is giving more consequences.</p>
10.	Annual Report: Pupil Premium
10.1	<p><i>Review of previous year, plan for current year</i></p> <p>RH has been into school and completed the pupil premium visit</p> <p>Due to unforeseen circumstances this has been moved the next meeting</p> <p>Action: Pupil premium to be added to the next agenda</p> <p>Action: Link to the report on the website to be added to governor hub</p>
SAFEGUARDING AND RELATED PASTORAL CARE ASSURANCE REPORTING	
11.	Termly Care, Guidance and Welfare Report
	The termly care, guidance and welfare report is available within the head teachers report
ASSURANCE REPORTING	
12.	Individual Policy Review
	<p>Governors approved the following policies amendments</p> <ul style="list-style-type: none"> Behaviour Policy approved at last meeting subject to amendments <p>Action: Paragraph 7.6 still refer to screening, what is the screening part – check the word screening</p> <ul style="list-style-type: none"> Physical Restraint Policy <p>Action: Number 4 in our approach, paragraph 2 and 3 to be looked into as it was felt it was not in the right place, separate issues.</p>

	<p>The Supporting Children with Medical Needs Policy was not available</p> <p>Action: To be added to the next meeting agenda</p>
13.	<p>Operational Risk Register</p> <p>The operational risk register was update at the last meeting, there are no current changes.</p>
14.	<p>ANY OTHER BUSINESS</p> <p>14.1 Governors have raised feedback from the community regarding uniform of students around town for both Ivanhoe and Ashby School. Comments have been made regarding tights, short skirts etc. It was confirmed that members of staff do challenge students in school but it is not possible to challenge students out of school.</p> <p>AA to go back to staff and ensure all staff are challenging and the school to have a timely uniform reset with staff in form time, on the gates to have a purge to give students so long to get it right.</p> <p>14.2 The Pupil food policy has been changed to if there is no credit on the wise pay account the school no longer feed children. No mechanism from wise pay to remind to top up the balance.</p> <p>AA confirmed the school have found a way to run our wise pay but the company wanted more money. The school had to buy and add on and this is going through finance.</p> <p>Q: Concern about if a pupil is hungry and has no access to wise pay money and free school meal pupils spending all the money at break rather than lunchtime, can this be changed?</p> <p>A: This was previously in place where money was not loaded onto the card until 12.30pm, however this was changed due to student voice, as the students wanted to spend it break time.</p> <p>A series of assemblies was held last week for all students last week, where students were advised that you do not go to lessons hungry, if they have not eaten they should find a member of staff. This was also on the bulletin and staff should take students to the kitchen or find a member of staff on duty.</p>
15.	<p>DATES FOR GOVERNORS DIARIES</p> <p><i>Opportunities for Governors to visit/drop in to activities/sessions in the life of the school dates for note. E.g Parents Evenings, plays, sports Days etc.</i></p> <p>This for information for governors, it would be good if governors could have more of presence at events like the Christmas concert.</p> <p>Action: AA to ask Julie to send something out with dates</p>
16.	<p>DATE & TIME OF THE NEXT MEETING</p> <p>Governors noted the time and date of the next meeting on the Thursday 23rd January 2024 at 6pm at virtual online meeting via zoom</p>