

Ivanhoe School
MEETING OF THE LOCAL GOVERNING BODY
MEETING
HELD ON THURSDAY 3rd October 2024, 6PM at
IVANHOE SCHOOL in Sports Hall 1 Meeting Room

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	Finance and budgeting Behaviour (MVP Link) Personal Development and careers (MVP Link)	Yes
Kate Whittlesey (KW)	Community Governor	20.09.2027	SEND	Yes
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	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		Yes
In Attendance				
Jane Moore (JM)	Governance Professional		Clerk to LGB	Yes
David Maitland (DM)	Trustee		Focus Trustee	Yes
Chris Parkinson (CP)	CEO		CEO	Yes
Emma Cresswell (EC)	Deputy Head Teacher		Personal Development and careers	Yes
Emma Boussida (EB)	Assistant Head		Pupil premium Attendance Behaviour	Yes
Vicky Johnson (VJ)	SENCO			Yes
Adrian Samuel (AS)	Deputy Senco			Yes

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 along with Chris Parkinson and David Maitland and a round of introductions was given</p>
2.	<p>Maximising the Impact of Local Governance</p> <p>Chris Parkinson (CP), CEO gave a presentation to governors on maximising the impact of local governance. The presentation slides are available on governor hub.</p> <p>CP provided a summary of the value of local governance and thanked governors for their continued support. CP highlighted the difficulties of increases in the number of HR panels, suspensions and complaint panels facing governing bodies. Governors play a vitally important role at the local level with accountability to the local community.</p> <p>CP highlighted some of the areas of accountability which fall under the Trust’s responsibility. The value of local governance within the LiFE MAT is for governors to be challenge leaders and support with achieving the school improvement plan and mission. CP recognised that within the Trust there has not always been clear communication regarding the difference between the trust and LA governance.</p> <p>Q: Given constraints with staffing and time within the curriculum, how can the school enable students to achieve agency?</p> <p>A: By using the real life curriculum, this gives time within the curriculum. This is a change for the school and the school has to be in right place to facilitate this.</p> <p>Q: What support is in place for the leadership team?</p> <p>A: All head teacher and the executive team in the MAT meet for 6 days a year. There is a variety of different levels. Lara Hall and Ben White provide support to schools at a senior leadership level along with lead practitioners with cross MAT roles.</p> <p>Q: Is staff well-being high on radar, particularly with the amount of changes the school has gone through with age range change?</p> <p>A: Challenges within school are far greater than previously. SEND and mental health concerns have been a real expansion, partly due to the pandemic with resources in schools incredibly stretched without additional funding. Changes require a radically different model. By being in the MAT, schools can work together within the Trust. Ivanhoe, Ashby and Ibstock Schools are already working together collectively, resulting in better outcomes.</p>
3.	<p>DECLARATIONS OF INTERESTS</p> <p>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.</p> <p>Resolved: No additional declarations of interest were made.</p>
4.	<p>MINUTES OF LAST MEETING</p> <p>The non-confidential minutes of the Governing Board meeting held on the 20th June 2024 were approved and confirmed as an accurate record</p>
5.	<p>MATTERS ARISING</p> <p>Governors reviewed and updated the actions from the previous meeting on 20th June 2024</p>

DATE	ITEM NO	ACTION	BY WHO	WHEN
30.11.23 1.2.24 14.3.24 9.5.24 20.6.24	5.4. 5.2	All governors to complete the safeguarding, GDPR and prevent training. 2 Governors still to complete training	AD/TR	Before end of school year
Update – Completed				
DATE	ITEM NO	ACTION	BY WHO	WHEN
14.3.24 9.5.24 20.6.24	5.3	Governors to arrange summer term visits: - TR visit for CPD still outstanding, AD to email EC to arrange - MM to arrange Diversity visit with EB	TR/AD/ MM/EB/ EC	Before end of school year
Update –Completed				
DATE	ITEM NO	ACTION	BY WHO	WHEN
9.5.24 20.6.24	10.1	Business Continuity Plan – to run scenarios for the crisis management team	AA/JH	Spring Term
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	WHEN
9.5.24 20.6.24	11.1	OFSTED Information Sheets to be typed up and sent to MW	Person taking notes	Next Meeting 3.10.24
Update – Completed				
DATE	ITEM NO	ACTION	BY WHO	WHEN
20.6.24	5.1	To check parent governor terms of office	JM	Next Meeting 3.10.24
Update – Completed				
DATE	ITEM NO	ACTION	BY WHO	WHEN
20.6.24	5.3	Chair 360 and LGB Self Evaluation questionnaires to be emailed to governors not attending	JM	By End of Week
Update – Completed				
DATE	ITEM NO	ACTION	BY WHO	WHEN
20.6.24	5.3	Chair 360 and LGB Self Evaluation questionnaires completed by end of week	KW/JS/ BH AD/TR	By End of Week
Update – Completed				
DATE	ITEM NO	ACTION	BY WHO	WHEN
20.6.24	5.6	Contact Chris Parkinson's PA with LGB dates to arrange visit	JM	Next Meeting 3.10.24
Update – Completed				
DATE	ITEM NO	ACTION	BY WHO	WHEN

		20.6.24	7.2	Wheel of Privilege to be added to meeting folder on governor hub	JM/M W	Next Meeting 3.10.24
		Update – Completed				
		DATE	ITEM NO	ACTION	BY WHO	WHEN
		20.6.24	12.2	Early Meeting to be set up in September to discuss results	JM/M W/ AA	Next Meeting 3.10.24
		Update – Completed				
	GOVERNANCE					
6.	GOVERNANCE - CONSTITUTION/ MEMBERSHIP					
6.1	Governors noted the changes to board membership and terms of office which will cease before the next meeting. - Amy Derbyshire & Teresa Rose have resigned from the LGB - Eddie Shepherd term ends on 30.10.24, ES confirmed he will continue as a community governor					
6.2	Action: All Governors to ensure they have completed the Declaration of Interests and confirmations of KCSIE and code of conduct via governor hub					
6.3	GIAS has been confirmed as compliant Action – JM to ensure the School website is up to date and compliant					
6.4	Governors noted the Scheme of Delegation (LGB Terms of reference) Action - JM to check with SG regarding the changes showing on the version on governor hub					
6.5	Governors noted the completed LGB Self Evaluation available on governor hub					
6.6	The review the list of Governor Special Responsibilities and visits will be uploaded onto governor hub. Action: Governors to review the list					
6.7	Governors noted the required governor training for 2024/25 academic year, National College has been updated with watch list Action – Remaining Governors to complete Cyber Security online training Action – Governors to complete National College Safeguarding, Prevent and GDPR Training					
6.8	Governors considered the future training needs and discussed the NGA interactive focused training session for Ivanhoe LGB. Possible area for the focussed session could include: - Equality and diversity - Online safety – what should governors know about online safety and challenge (EB could deliver within an LGB meeting) - Staff well-being - how governors can support staff - Stakeholder, Parental engagement & community work - Look at areas identified on the skills audit Action – The LGB agreed the session would be on Stakeholder, parental engagement and community work, JM to advise Sian Griffiths					
6.9	Governors noted the Governor visits undertaken since the last meeting - Pupil Premium Visit 13.6.24					

	SCHOOL IMPROVEMENT AND ASSURANCE
7.	Outcomes
7.1	The analysis and Outcomes from the previous year's summer examinations are available on governor hub. AA highlighted with a smaller cohort (68 students) the results including a benchmark and comparisons with national, local and other schools within the trust.
7.2	<p>Q: Does this link into any of the SEND visit?</p> <p>A: The threads show certain members of staff not meeting the needs of the cohort. The head and second in English left during the student's year 10 and any type of lack of consistency can affect outcomes. With the change in leadership and some inexperience in the way the curriculum should be taught; the students did well under the circumstances.</p> <p>The top end students in maths was not where the school should be and learning around these areas and how to deliver the top end of maths needs to be investigated further. With the vulnerable areas of the curriculum; a lot of work was put into maths with AA line managing due to maths being an issue.</p> <p>Q: Was there any noticeable different in English Literature and Language?</p> <p>A: As a school we did buck the trend. However, there was not enough specifics around resilience to writing.</p> <p>Q: Are we confident there is enough curriculum time for English?</p> <p>A: Yes. There is a lot of learning in this, with all the data we know where the weaknesses and strengths are to work with moving forward. The results were good given to cohort, a lot of vulnerable students stayed at Ivanhoe rather than move to another school.</p> <p>Q: Are we confident the school can scale this up with more students?</p> <p>A: A concern is the current year 11 is significantly weaker, however, it feels more normal with 104 students in year 11. The school can take advantage with a larger cohort, the first mocks will be early November which will give more accurate predictions. What is good is that last year the predictions made were in line with the results.</p>
8.	The School Plan
8.1	The updated strategic wheel is available on governor hub. AA highlighted the 8 improvement spokes for 2024-25 to address the main priorities of the school.
8.2	The school improvement plan has been shared on governor hub and links to how the school is going to build and what we are going to do next. This will continue to be looked at and reviewed with governors through the year
9.	Quality of Teaching and Learning
9.1	The presentation for improving outcomes for 2023-25 with Quality First Inclusive Teaching is available on governor hub. EC highlighted the plans in place for SLT to monitor the quality of teaching and learning with SLT learning walks and the QFIT handbook. The school have seen a shift in confidence and teacher perceptions have improved across the whole year.
9.2	<p>Q: How is this being sold to the staff?</p> <p>A: QFIT was a plan put together by a group of teachers. It is a good way to steer teaching and has put routines in place, particularly for the vulnerable children. HH confirmed as a staff member he has found it useful and refers to it when planning lessons.</p> <p>KW felt this was positive and one of the strongest she has seen for a long time.</p>

10.	SEF Updating
10.1	With the new OFSTED changes, AA will provide an update when ready. AA confirmed the school would be aiming for good.
11.	Annual SEND Report
11.1	The SEND information Update and Report is available on governor hub. VJ provided an input highlighting Noodle the school dog, successes of Willow House with students who were not attending. Although the school has a smaller roll there is not a smaller number of SEND students. Classrooms are more inclusive than ever before, by teaching & learning staff supporting the needs of difficult children. Ivanhoe is still a school of choice for students with SEND, in year 10 a third of each class has SEND needs.
11.2	<p>Q: With more involvement of teaching staff with SEND pupils, what is the premium given to a SEND child?</p> <p>A: A teaching Assistant costs £16.31 per hour with on-costs, the Local Authority give £11. Following an audit, there is money outstanding from the local authority. VJ is working with the finance team to ensure that the checks are made to get the outstanding funding.</p> <p>Within the MAT schools are looking to harness the power of all the schools working together. The IGNITE provision allows pupils to stay within the local community, the cost is £60 opposed to in excess of £250 for external alternative provision.</p>
SAFEGUARDING AND RELATED PASTORAL CARE ASSURANCE REPORTING	
12.	Termly Care, Guidance and Welfare Report
12.1	<p>The report is available on governor hub.</p> <p>EB highlighted that Vicky Sharpe (VS) is now a non-teaching DSL replacing EB. The change of DSL will be added to the risk register. The local authority has completed the county audit for Safeguarding, currently in draft form but will be shared with governors when ready. Students and staff speak really positively around the school with students feeling safe in all areas of the school. The anti-racism and MVP projects were highlighted as students wanted to become ambassadors. VS will go back to the audit to identify what has been done and what we need to do moving forward.</p> <p>Action: EB to send Safeguarding LA audit report to governors when ready</p>
ASSURANCE REPORTING	
13.	Individual Policy Review
13.1	<p>Governors reviewed and approved the following policies amendments</p> <ul style="list-style-type: none"> • Online Safety Policy • School Uniform Policy • Behaviour Policy was approved subject to amendments <p>Action- JH to send amendments for Behaviour Policy to EB</p> <p>Action:</p> <ul style="list-style-type: none"> • Physical Restraint Policy – EB to send to JM, JM to post on governor hub for approval prior to the next meeting • The Supporting Children with Medical Needs Policy is currently being worked on and will be considered at the next meeting
13.2	<p>The SEND information report is a legal requirement however a couple of the links do not work, the report is in depth and could cause difficulties for the school. The report is on the website and the policy is owned by the Trust.</p> <p>Action: KW to discuss the SEND information report and SEND policy at next governor visit meeting</p>

14.	ASSET Register The Asset register for schools is currently being dealt with at Trust level
15.	ANY OTHER BUSINESS
15.1	Could information be shared as to the where the students have gone onto at the next meeting 99% have gone into education, Nationally NEET is 4% Action: Information to be shared at next meeting on the figures of where students have gone
15.2	A discussion was held regarding a wellbeing governor and defining a job description and how this could fit within governor visits. Action: MW and AA to discuss
15.3	JH provided an update on the recent health & safety visit highlighting concerns over IT wires to be assessed and difficulties in recruiting cleaners. Report to be completed and added to governor hub.
15.4	Action: Governors to look at schedule of visits and responsibilities on governor hub
16.	DATE & TIME OF THE NEXT MEETING To note the time and date of the next meeting on the Thursday 21 st November 2024 at 6pm at virtual online meeting via zoom