

Ivanhoe School
MEETING OF THE LOCAL GOVERNING BODY
MEETING

HELD ON THURSDAY 9th MAY 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	Vice Chair 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	Safeguarding and Child Protection Attendance (parent partnership element) Behaviour	Apologies Received
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
Teresa Rose (TR)	Associate Governor	12.03.2025	Teaching and CPD	Apologies Received
Amy Derbyshire (AD)	Associate Governor	20.09.2024	Teaching and CPD Diversity	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
Emma Cresswell (EC)	Deputy Head Teacher		Personal Development and careers	Yes
Emma Boussida (EB)	Assistant Head		Pupil premium Attendance Behaviour	Yes

MINUTES – Part 1
NON CONFIDENTIAL

ITEM NO	ITEM			
1.	WELCOME AND APOLOGIES			
1.1	The chair welcomed all Governors to the meeting. Apologies were received from AW & TR			
	Resolved: The apologies were considered and accepted			
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 14 th March 2024 were approved and confirmed as an accurate record.			
4.	MATTERS ARISING			
	To review and update actions from the previous meeting on 14 th March 2024			
	DATE	ITEM NO	ACTION	BY WHO
	30.11.23	5.4.	All governors to complete the safeguarding and prevent training	AD/TR/RH
	1.2.24	5.2		
	14.3.24		3 Governors still to complete training	
	Update – AD & TR still to complete training, RH to complete GDPR			
	DATE	ITEM NO	ACTION	BY WHO
	14.3.24	5.3	SEND report to be added to Governor Hub	JM
				Next meeting 9.5.24
	Update – Completed			
	DATE	ITEM NO	ACTION	BY WHO
	14.3.24	5.3	Governors to arrange summer term visits: <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 attendance visit (termly) 	TR/RH/MM/MW
				Next meeting 9.5.24
	Update –TR visit for CPD still outstanding, AD to email EC to arrange <ul style="list-style-type: none"> • RH to arrange pupil premium with EB • MM to arrange Diversity visit with EB • JH has a date booked for risk register visit with AA 			
	DATE	ITEM NO	ACTION	BY WHO
	14.3.24	10.1	The Fire and Emergency Plan to be added to the next agenda	JM
				Next meeting 9.5.24
	Update – Completed			
	DATE	ITEM NO	ACTION	BY WHO
	14.3.24	10.2	Complaints Policy changes to be checked with SG following DFE Letter	JM
				Next meeting 9.5.24
	Update – Completed, SG Emailed AA 15.3.24			

	DATE	ITEM NO	ACTION	BY WHO	WHEN
	14.3.24	12.1	Reminder list to be sent to governors of required OFSTED sheets	MW	Next meeting 9.5.24
	Update – Action in the meeting				
	DATE	ITEM NO	ACTION	BY WHO	WHEN
	14.3.24	11.2	SEND Transition to be added to the Risk Register	AA	Next meeting 9.5.24
	Update – AA to action – Updated, added to governor hub. Completed				
GOVERNANCE					
5.	GOVERNANCE - CONSTITUTION/ MEMBERSHIP				
5.1	Governors’ noted there were no changes to board membership and terms of office which will cease before the next meeting				
5.2	Governors noted the Governor Training undertaken since the last meeting and future training: <ul style="list-style-type: none">• MW completed the LiFE MAT Complaints Training on 8.5.24• KW completed the LiFE MAT SEND Governor Training on 16.4.24• JS completed the LiFE MAT Governor Induction Training on 20.4.24 The Trust Training available for Summer Term: <ul style="list-style-type: none">• 18th June: Using Performance Data				
5.3	Governors noted the visits undertaken since the last meeting: <ul style="list-style-type: none">• KW SEND visit report available on Governor Hub, a follow up visit is scheduled for Friday 17th /24th May• JH First Aid visit report available on Governor Hub				
5.4	MW Chairs Report included: <ul style="list-style-type: none">• MW advised Governors that the Trust really appreciate the input and work governors put into the suspension panels.• LGB Action Plans were discussed at the chairs meeting• Trust Strategy Day will take place on 5th June				
SCHOOL IMPROVEMENT AND ASSURANCE					
6.	Head Teachers Report				
6.1	The Head teachers report is available on governor hub. AA highlighted there are lots of good things happening within the school, feedback on the spring survey will be shared at the final meeting. Absences figures need to improve as the school is above the national average, with year 10 a particular concern. Specific issues for students include Emotionally based school avoidance. EB reported that the attendance challenge and support meetings looking at the school’s processes and actions have moved the orange areas to green and blue, part-time timetables are reviewed weekly, with the school working hard to meet the needs of every child and support with attendance. Behaviour is still a concern, with suspension being too high. Statistics show poorer disadvantaged students behaviour incidents/suspensions are higher however there is a clear story around this.				

	<p>EB reported the SEND support student's incidents are high, the SEND department supports with the returns from suspensions.</p> <p>Q: How much does children returning from other schools affect the figures A: It is not clear yet that this does impact, managed moves have failed and students have returned to school but the school needs more time to see the data.</p> <p>6.2 EC provided an overview on the data highlighting that the grade predictions have fallen which on reflection can be attributed to the inexperience of teachers in predicting grades. 18 students can be identified on alternative provision, at Willow House, persistent absentees who are not likely to achieve passes in English and Maths. There are also a number of students who have struggled throughout the year but have worked really hard. There is a big gap for the SEND students. The drop in predictions comes through maths, there is a wider impact as it is a smaller co-hort. There are some plus figures for students with SEND, a number of students with long term illness.</p> <p>Q: How will this information be managed when results come in in order to show the successes of students? A: The school can manage through social media, highlighting successful students and students achieving grades for college course destinations</p> <p>Q: How are staff getting along with delivering the GCSE content A: There has been a lot of support from the MAT, the school have been looking at what and where it can improve. BH confirmed this was discussed in the governor visit meeting.</p> <p>Q: Average 8 progress, what is classed as a significant number? A: This is dependent on the results the school achieves, the school will need to ensure the figures improve.</p> <p>Q: Can the school look at entering students for level 1 course to ensure they have achieved a qualification A: Average grade are coming out at a mixture of level 1/2, lessons have been learned and the school are looking into this, with the possibility that the school could consider more vocational subjects moving forward.</p> <p>MM joined the meeting at 18.37</p>
FINANCE & BUDGETS	
<p>7.</p> <p>7.1</p>	<p>Finance Update</p> <p>AA provided an update including consultation shared documents available on governor hub AA highlighted that the deficit is reducing due to the school not spending as much as predicted. This has been achieved through looking carefully how we replace staff who leave and organise classes.</p> <p>The school will not need to instigate the redundancy protocol due to 3 secondments being made and the 0.8 staff over, the Trust have allowed this to continue. The restructure of the faulty structure, will provide pay protection for teaching staff but in the long term savings will be made.</p> <p>Q: How can having non-teaching heads of years have a positive effect on non-attenders? A: Having a non-teaching head of year allows a member of staff to be put in at a lower level (grade 6). Tutors also have 30 minutes in the morning to support. Having 2 extra staff in the pastoral team who are not teaching staff will give more availability to deal with issues and be available for the</p>

	<p>students with greater needs and to speak with parents. There will be a change of name to care and guidance with the head of year structure.</p> <p>Q: Will the non-teaching DSL be included in governor meetings? A: There needs to be a member of staff who is available to deal with safeguarding issues and concerns. Will be invited in the governor meetings</p> <p>Q: Where are the school with the SENCo position? A: The school is still negotiating as to how much time the school can afford, decide on this when aware of how the budget is going to look.</p>
	SAFEGUARDING AND RELATED PASTORAL CARE ASSURANCE REPORTING
8.	Termly Care, Guidance and Welfare Report
8.1	<p>An update is included within the Head teachers report on available on Governor hub. EB highlighted that the picture is ever changing with children moving onto and off Child Protection and Child in Need Plans. Areas the school is dealing with are neglect, food and online safety. The school supports students as much as possible.</p>
8.2	<p>The biggest concern currently is online safety; particular area of concern is financial extortion online. The school are looking to get outside agency into school during the summer term to provide training and sending guidance to parents. There have also been concerns with AI technology with chatbots, the school have blocked chatbots in school. The school needs to do more work to educate students and parents moving forward.</p> <p>EB also confirmed Operation encompass and restraint training has taken place, along with the support and challenge for safeguarding</p> <p>Q: Following the trauma training, can more information be made available to staff as the children staff need to look at. A: Further information can be sent out to staff regarding the affected children</p> <p>Comment: the theatre group has had lots of impact on the students A: Funding came from the educational trust was used to fund the training Year 8 county lines, year 9 and 10 unacceptable sexual behaviour</p> <p>MPV mentoring is also running again, ES is attending to see further</p>
	ASSURANCE REPORTING
9.	Individual Policy Review
9.1	<p>The following policies and procedures were approved:</p> <ul style="list-style-type: none"> • Rewards and Awards Procedure • Home School Agreement – subject to amendments • Fire and Emergency Plan <p>Action: Plan to be uploaded to governor hub Action: Governors to provide comments to approve Fire and Emergence Plan by 17.5.24</p>
9.2	<p>Governors noted the following LiFE MAT policy:</p> <ul style="list-style-type: none"> • Trustee and Governor Allowances Policy
10.	Business Continuity Plan
10.1	<p>The Business Continuity Plan is available on Governor Hub; this was last reviewed in the meeting on 30.11.23</p> <p>Action: To run scenarios for the crisis management team</p>

11. 11.1	OFSTED Information sheets Governors split into groups and spent time discussing areas: - Pupil Premium - Teaching and CPD - Risk Management/Health & Safety - Well being Action: Person taking notes to type up and send to MW
12. 12.1	ANY OTHER BUSINESS Governors noted the scheduled LGB dates for next academic year and agreed a change of meeting times to 6pm to 8pm
13. 13.1	DATE & TIME OF THE NEXT MEETING To note the time and date of the next meeting on the Thursday 20 th June 2024 at 6pm at Ivanhoe School, sports hall meeting room