

**MINUTES OF THE BOARD OF TRUSTEES - ONLINE ZOOM MEETING**3<sup>rd</sup> February 2022 – 4.00pm**PRESENT**

Ian Burton	Sue Donnelly	Clare Gaskell	Jackie Gladden
Mike McGarry (Head)	Harriet Michael-Phillips	Cathy Morris	Karen Owens
Jim Rimmer (Chair)	Collette Simms	Richard Snowdon	

**APOLOGIES**

Gayle Phillips - Covid

**ALSO PRESENT**

Vicky Ashworth (AHT)	David Cregeen (AHT)	Tom Dolly (DHT)
Andy Pritchard (RD)	Pauline Neilson (Clerk)	Judith Gordon

Julie McGugan – presentation – ECT: new framework (for part of meeting)  
 Amber Smith (Head Girl) & Lawrence Smith (Head Boy - School Council (for part of meeting))

**21/42 WELCOME****ACTION**

The Chair welcomed all to the meeting.

**21/43 DECLARATION OF BUSINESS INTERESTS**

There were no declarations of interests in relation to the agenda.

**21/44 REPORT- SCHOOL COUNCIL – UPDATE HEAD GIRL & HEAD BOY**

Amber and Lawrence explained the recent changes to School Council and outlined some the plans for the future.

**Q:** Were there any particular issues that had been raised/acted on recently?

**A:** Yes, the toilets. Things had improved since the doors had been removed and pupils had made some positive comments about the gender-neutral toilets. There was still some work to be done, such as replacement of urinals.

The School Council was operating more effectively as many issues could be fed straight through to the Head and the senior teachers. Older students were interacting with younger students in a positive manner, and there had been a raft of initiatives such as mixed basketball sessions etc. Younger pupils had asked for revision sessions with older pupils. Yr. 7 pupils were seen to acknowledge the Head boy/ girl when passing them in the corridor.

The “day in the life of a six former” in the previous week had gone very well.

Mr McGarry said there had been positive feedback from students, and some very open conversations. Amber and Lawrence were impressive young adults and he commended them for their work.

Trustees expressed their pleasure at the work that was taking place with younger students.

Amber & Lawrence left the meeting at this point.

#### **21/45 TRUSTEE BOARD CHANGES – INFORMATION**

There had been no changes other than the election of a Staff Trustee.

Originally school had been looking for an Associate staff member to fill the vacancy, but had been unsuccessful. The offer had then been opened up to all staff; these elections were due to close soon.

Two candidates had come forward, one teacher and one Associate Staff member.

If this was the final outcome, it would make sense for the Associate staff member to be appointed. This would be in line with the constitution.

Governors agreed to appoint the Associate staff member to the post in line with the Headteacher's suggestion.

#### **21/46 PRESENTATION -NEW NQT/ EARLY CAREERS) FRAMEWORK- JULIE MCGUGAN (JMG)**

JMG explained how the new framework worked. The aim was to provide a "Golden Thread" of progression and it was hoped the new process would help with staff retention.

The new system offered 3 routes:

- School Led
- Core Induction
- Full Induction

School had chosen the Full Induction route and this would be delivered by the Rainbow Hub Alliance.

**JMG** went on to describe the content of the framework, roles of the tutor etc. The programme would now last 2 years.

Trustees thanked JMG for her presentation and for her great work in leading this important new development.

**21/47 MINUTES FROM THE MEETING OF 9<sup>TH</sup> DECEMBER 2021****Accuracy**

Trustees accepted the minutes as a true and accurate record with the following amendment:

**21/36** – Should have read “D Cregeen” not “T Dolly ....to submit full list of activities.”

**21/35** Finance Annual Reports – change to say Auditors had recognised Trustees **were aware** of the issues (re- changes to going concern).

**Matters Arising**

Deep Dive Reports –all completed and due to be distributed to Trustees after the meetings with the relevant subject leaders.

**Admission Numbers** – details in Headteacher’s report.

**21/48 MINUTES FROM THE AUDIT COMMITTEE -18/1/22**

**AP** apologised that the minutes from the recent Audit Committee had not yet been circulated. The group had discussed:

- The impact of the Social Care Levy – EFSA had now confirmed a refund
- Energy – EFSA had released funds to support this.
- Cash flow loan - school had now successfully renegotiated 4 repayments of £27,500. This would greatly aid cash flow.

**21/49 MINUTES OF THE AGM – 9/12/21**

The minutes had been circulated and would be signed once approved by the members. Trustees noted the item regarding re-tendering for Auditors.

Attention was also drawn to the EFSA preference for the group to include non-Trustees – an appeal was made for any proposals for new members.

**21/50 HEADTEACHER’S REPORT**

This had been circulated and was taken as read with the following items highlighted:

**Covid**

School had retested at the start of the Term, but cases had jumped up again this week to 38. All measures, such as hand sanitising etc, were ongoing.

There had been an average of 2-3 staff off at any one time. Staff attendance was also suffering due to a number of other issues.

## RANGE HIGH SCHOOL

**Deep Dives** completed – school was concentrating on Pastoral over the next few weeks. A report would be given at the next Trustee meeting.

**Exams** – discussions were still ongoing, but some support materials had now been published. It was understood there would be some adjustment to grades for loss of learning time.

**Finance** – mostly previously covered by A Pritchard, but school had submitted a request to the EFSA for support for the increase in the 6<sup>th</sup> Form.

**PAN** – the consultation had now closed and there had only been one query; this had been dealt with by the school. There had also been a consultation by the LA. The timeline included continuation of discussions until the end of February. Implementation was expected for September 2023. This would be formally agreed at the next Trustee meeting, but was agreed in principle by Trustees in the interim.

**Behaviour** – remained good across the school but there were still pockets of low-level challenging behaviour from some students. There were still some suffering from anxiety and some students were finding it difficult to settle back into “normalcy”. There had also been some lack of support from home, but school was managing these issues.

There had recently been a permanent exclusion in Year 9 – details would follow.

**MM** thanked all Pastoral / Inclusion team for their hard work; it was having a real impact.

### **Staffing**

**LN-** contract had now been made permanent. Various colleagues had moved on and the new staff were settling in well. Psychology was very popular and there may be 2 groups next year. The tutor was approaching retirement age, so school was interviewing for a replacement.

Computing post – this had been advertised and shortlisted. Interviews would take place next week.

### **OFSTED**

The group had met twice and another meeting was planned. Now there was more of a focus on strategic planning in the SDP, the group was not needed to the same degree.

There had been a whole school training session the previous evening as school was expecting OFSTED to come any time. School had received some feedback from other recently inspected schools.

**JR** said it was good for the group to look at strategic long-term issues and invited any interested Trustees to attend. Although the SDP now included the strategic focus, there were still some areas for discussion by the group.

## RANGE HIGH SCHOOL

### Toilets

**MM** said he had been shocked by the focus from the Liverpool Echo, as school thought it had made a lot of progress in dealing with issues. Behavioural issues seemed to have improved since the removal of the doors and privacy screens had been installed.

Trustees had looked at the refurbishment and fully supported the changes. It is now common practice for toilets to be open plan apart from some individual cubicles. There had been positive feedback from students via the school council.

### MAT

The school's DfE link person was due to move on. There had been a meeting arranged with the Formby High representative, but this had been postponed.

There had been some questions from Isaac Seddon and these had been answered. The details could be viewed on GovernorHub.

### SEFTON SCHOOLS POLICE CONSTABLE

All Sefton schools had now been allocated a Police Constable; school shared an officer with 4 other schools. He had met with the Head and a lot of proactive work has been planned.

#### **21/51 MINUTES FROM THE OFSTED FOCUS GROUPS 16/12/21 & 20/1/22**

The Minutes had been circulated for information.

#### **21/52 SDP**

Comments were being added to the SEF statement – the latest version would be posted out next week.

#### **21/53 SAFEGUARDING UPDATE - DC**

The report had been previously circulated and the following items were highlighted:

There were now 5 Child Protection cases and 7 Children in Need, one of the latter from the Liverpool area.

PC Richie had been a valuable addition to the team.

He was in the process of arranging Knife Crime Sessions and was in contact with the Hate Crime coordinators. The Police would also arrange bespoke sessions if needed. He was doing a lot of work with Year 10, after some parental concerns had been raised.

**Q:** Had the shielding pupil returned to school yet or were they being home-schooled?

**A:** This was a complicated and difficult situation, but full Safeguarding protocols were in place.

**Q:** As there were currently 16 High Needs pupils, was this placing a strain on the budget? Was there a limit on the numbers school could admit?

**A:** There was no limit on numbers. FHS had twice this number and some schools had even more. Additional funding had been secured for two children.

**21/54 FINANCE**

Details had been given earlier in the meeting.

**21/55 KPI REPORT- GP**

**GP** had been unable to attend but the report had been previously circulated. **MM** provided context to data in the report. School was on target to show improvement across the board. Pupil Premium was a continuing focus. Trustees went on to discuss some of the data, agreeing that KS3 data was particularly encouraging.

The Accelerated Reading programme had stalled a little due to Covid, but work was ongoing.

Dr Snowden made some comments on the small cohort and how this could skew the data. It was important that school had a knowledge of the outlying pupils.

Double Science was discussed briefly and it was noted there was a common problem with Science subjects. The new Head of Science had already flagged up the issues and was exploring the possibility of alternative qualifications.

**MM** made some comments about the different picture when lower ability classes were removed. He felt some alternative courses may improve engagement. Some High-Performance students did not always apply themselves in the same way to science, as they were more interested in other subjects.

The new acting Head of Science had just started this term and would be looking at all these aspects.

A presentation on the curriculum etc. would be given at the next meeting.

**21/56 ATTENDANCE - VJA**

Attendance figures continued to be above the National average, but Covid was still affecting figures.

Since the last inspection there had been a real focus on attendance and regular meetings to discuss pupil concerns. There were still some issues with anxiety, self-harm etc.

## RANGE HIGH SCHOOL

School was continuously monitoring the situation and could refer cases to attendance panels at Sefton who could offer another point of view and some alternative services.

The pupil who had never attended was now off roll and being catered for in alternative provision.

### 21/57 SEND POLICY

This had been updated the previous year with the help of Dr Snowden. There had now been some minor tweaks, mostly in terminology and language. It was agreed that there was a need to move away from the Consultant model in the future to full time coverage in school. This would be reviewed again in the Autumn term.

**Governors ratified the Policy**

### 21/58 LINK REPORTS

The Head thanked all Trustees who had met with staff and produced comprehensive reports.

There followed a brief discussion about display boards in corridors and whiteboards in classrooms. Mr McGarry asked A Pritchard to look into boards with glass covers being purchased if funding allowed. This would protect displays on the corridor.

**SD** asked about teacher assessment for some of the new 6<sup>th</sup> formers.

**A:** Individual students had been identified and a few interventions had been needed and arranged. It was suggested that the reports in the summer term look at Deep Dive development.

When asked about the frequency of reports, **MM** encouraged Trustees to aim for about two a year, but to keep a flexible approach about the frequency.

### 21/59 AOB

None.

#### DATE AND TIMES OF FUTURE MEETINGS

- 24 February 2022 – Ofsted Focus Group (via Zoom)
- 31 March 2022 – Full Trustee meeting (via Zoom)

**Meeting closed 6.15pm**



Signed Chair \_\_\_\_\_ Date **31 March 2022**