

MINUTES OF THE BOARD OF TRUSTEES - ONLINE ZOOM MEETING**31st March 2022 – 4.00pm****PRESENT**

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

Tom Dolly (DHT)	Gayle Phillips (AHT)	David Cregeen (AHT)
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APOLOGIES

Steph Donbavand	Jackie Gladden
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ALSO PRESENT

Pauline Neilson (Clerk)	Andy Pritchard (RD)	Judith Gordon (FM)
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21/60 WELCOME**ACTION**

The Chair welcomed all to the meeting.

Mr McGarry thanked Trustees for their support during the recent OFSTED Inspection. It had been intense, but very satisfying; all evidence had been very secure. The outcome is currently confidential and the report will be published in a couple of weeks' time.

There was a summary of the Literacy report on GovernorHub.

21/61 DECLARATION OF BUSINESS INTERESTS

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

21/62 GOVERNING BOARD CHANGES

Stephanie Donbavand had been appointed as Staff Trustee, but was absent tonight as she was suffering from Covid.

21/63 MINUTES FROM THE LAST MEETING**Accuracy**

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

Comments on OFSTED group – change to say “the group would not be needed to the same degree, so it would now be called the ‘Trustees Strategic Group.’

Matters Arising

Changes to the PAN- there had been no queries raised from the formal consultation. Trustees formally ratified the reduction of the PAN to 168 from September 2023.

Q: What happened if school had requests over and above the PAN?

A: The change does not come into effect until September 2023. If the situation should arise, it would be easy to make any changes needed.

Link report – Display boards. A few of these had now been improved, but some still needed to be addressed. School was waiting for individual departments to say where they would like them situated and what sizes were required.

Link report- next round - Agreed focus:

- Deep dives
- Departmental OFSTED experiences

Minutes of the Audit Committee - these had now been circulated- for information only.

21/64 HEADTEACHER'S REPORT

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

OFSTED

The recent OFSTED Inspection was discussed. It was a great relief that school was no longer waiting for the “phone call” and could now concentrate on other things. The notes from the feedback meeting were being collated, and would be sent out to all staff when ready.

DFE “keep in touch meeting” - the report was on GovernorHub. The meeting had gone well and the EFSA had been very complimentary.

COVID

The number of cases has shot up this week and there are currently 6 members of staff off sick. New guidance has been sent out to headteachers, saying that anyone with a high temperature and feeling unwell, should do their best to isolate until they felt better. There was now no regular testing and even if schools had tests in stock, they were not allowed to give them out.

Deep Dives

The current focus was on Pastoral. **TD** had produced the first report and this could be viewed on GovernorHub.

RANGE HIGH SCHOOL

Public examinations would be going ahead this year, but very little guidance has been issued to date. School is running an Easter programme to support Yrs. 11 and 13.

Staffing

Dr Ainsworth is retiring this year after 35 years of service; she will be hugely missed.

MM's overarching concern is the future management of the 6th form, and it has been decided that the best solution would be to appoint Mrs Phillips to a post of Deputy Headteacher (with responsibility for the Sixth Form). Mr Dolly to be appointed as Senior Deputy Headteacher (these appointments had been previously agreed by the Trustees) – both with effect from 1 September 2022. The internal advertisement for a new Assistant Headteacher had already gone out.

There had been a good field of applications for the Pastoral lead posts, with 14 received to date.

The advertisement for a new Head of PE will go out tomorrow.

The Head and Chair will discuss the possibility of the Head of Science and MFL posts being made permanent with effect from 1 September 2022.

School has appointed a Science teacher for September, and 1-year contracts have been offered in MFL and History.

The teacher of Geography is leaving the profession. She has agreed to stay to cover 2 weeks paternity leave after Easter. A replacement teacher of Geography has been appointed on a one-year temporary contract.

The temporary teacher of Maths had successfully secured the permanent post following interviews against an external field of candidates.

Toilets

The lead Inspector had been very interested in the new arrangements, saying that he had no issue with the arrangements made at Range, stating that other schools had far more open plan toilets in place. More improvements to other toilet facilities will take place over the Easter holiday.

MAT

Discussions are still ongoing. The RSC had questioned recruiting processes, executive Head, Chief Finance Officer etc. There is a meeting scheduled to discuss a number of issues on 27th April. More information is expected from the RSC about funding available for set up etc.

RANGE HIGH SCHOOL

There had been a new Government White Paper issued this week. Part of which contained information about the case for a fully trust-led system
It is expected that all schools would be academies by 2030, with an average of 10 schools in a Trust. School is awaiting further developments.

Governors thanked Mr McGarry for his comprehensive and informative report.

21/65 MINUTES FROM THE OFSTED FOCUS GROUP

The minutes had been distributed for information.

21/66 SCHOOL COUNCIL REPORT – D Cregeen

The following had been noted:

Yr7 - Assemblies had been planned – focussing on Mental Health.

Senior Mental Health Lead training had been completed. A strategy will be developed, based on the information from each year group.

Yr. 8 had wanted to raise funds and awareness for Ukraine; over £1k had already been donated to the Disaster Emergency Commission (the money had come in from a number of year groups).

Yr. 9 - focus on Ukraine

Yr. 10 – Some girls had expressed concerns about the number of toilets available, causing queues and delays. **AP** had emailed all staff about the 3 individual toilets in the dining area, following a consultation it is hoped that one of these toilets will be designated as a gender-neutral staff toilet, one designated as a female pupil toilet, and one designated as a gender-neutral pupil toilet.

The issue of sanitary products had been raised and this had led to a presentation about where supplies were located etc. Mr Cregeen thanked students for raising this matter.

There were a number of concerns about mental health and exam stress so there had been an assembly today. School will continue to work on these issues and school is looking at creating another “calm room” Some small group work may take place in the sensory room as well.

The food in the canteen had been discussed.

Sexual Harassment – there were plans for a Yr. 10 session in May (external provider)

Yr. 11 – The Common Room facility had been discussed.

The Yr. 11 Prom Committee had put forward a plan for an alternative prom at Aintree. Having surveyed pupils, it seemed this was a popular suggestion, so the venue had been provisionally booked for 7th July.

Mental Health & Wellbeing – there had been a presentation on suicide. There had been some fundraising for “Papyrus” as well contributions to the Ukraine appeal.

Q: What is school doing to prepare pupils for the first external examinations they will be sitting due to Covid?

A: The Heads of Year have identified a cohort in YR 11 who were anxious or stressed, and sessions with the learning mentor had been offered.

Staff were also looking at ways to support Yr. 13. Lots of work was being done by Dr Ainsworth and there has been a very bespoke approach. At the Easter school there will be a focus on exam technique. This plan is backed up by Google classroom with tips for all year groups about dealing with exam stress.

Subject leaders are being encouraged to provide pointers etc. Lots of Departments in the summer term would be focussing on revision classes outside the school day.

There has been a meeting with the Assistant Head of Yr. 11 to discuss targeted students and work on study and revision techniques.

Information has also been included in the newsletter encouraging students to use all the support offered.

At present, the data is not showing any real issues, but 1:1 sessions are available if they are needed.

Trustees thanked David for his presentation.

21/67 School SEF

There have been no updates to the SEF since February. A further meeting of the SLT is planned for the summer term and the SEF will be updated, if required, following that meeting. No major changes will take place until the external exam results are known.

21/68 SAFEGUARDING - D CREGEEN

A report on data from January to present is available to view on GovernorHub.

Q: Were levels of bullying about the same as in previous terms?

A.: OFSTED were happy with all they saw. Bully busters had attended regularly.

Overall exclusions and detentions had reduced this year.

A new system was bought in last year and the numbers were staying stable.

21/69 FINANCE - AP

The statements to the end of February had been released. School is forecasting a return to the black instead of the predicted deficit of £62k at the beginning of the year.

Post 16 funding had been discussed at the Audit Committee, and SD had suggested that school put in a bid to the EFSA for additional funding for extra pupils, as numbers had increased by 4.9%. The cut-off was 5%, but the EFSA had directed school to another pot of money, and £47k had been released as a result.

AP said it was hoped additional funding may be made available for the increase in NI and energy price increases.

School is in a much stronger position than a year ago. A second re-payment to the EFSA would be due in April, with all payments made by August 2022.

School fund had been discussed at the Audit Committee, and it had been suggested that some of the money be used to refurbish the toilets. The toilets had been completed in science and they were looking much better.

Q: Staffing changes – could these be accommodated with staff leaving etc.?

A: Work is still ongoing as there has been a lot of staff movement, but most changes to date had been internal. There may be more movements after Easter leading up to the resignation deadline (31 May 2022).

It was noted that school had developed an excellent relationship with the EFSA over the last 2 and a half years, and Trustees thanked **SD** for her financial expertise. **AP** said he had also rung the EFSA and thanked them for their ongoing support.

21/70 KPI - GAYLE PHILLIPS

The Yr. 11 results are still being compiled, so were not yet on the report. Trustees discussed sections of the report. Trustees recognised that the data was encouraging and that things were moving in the right direction.

Q: Would it be possible to have the data in advance of the meeting in future to give Trustees more time to interpret and analysis the information?

A: This would be actioned.

Grade boundaries were difficult to predict, but school is in a strong position.

RS raised some questions about A** and A*-B and value added. It is not expected that the value-added data would be published by the DFE this year, as it is difficult to draw meaningful comparisons.

GP to ensure data is given to Trustees well in advance of meetings

21/71 POLICIES

Relationship and Sex Education – OFSTED had suggested appendices relating to Yr. 10 programmes.

The Head of PHSE and citizenship is currently absent from school with Covid, this policy will come to the next meeting (19 May 2022).

**RSE policy
to be put
on
19/05/22
Agenda**

21/72 DELEGATIONS TO HEADTEACHER

These had been updated

21/73 SCHOOL CALENDAR

For information – a couple of activities are still to be confirmed.

21/74 Permanent Exclusions

Two permanent exclusion panels had recently taken place. The same panel had been in place for both (Harriet Michael-Phillips, Clare Gaskell and Karen Owens). The panel had upheld the permanent exclusion in both cases.

21/75 Alumni

Work has begun on setting up an Alumni group. There are now 1000 members.

It was suggested that an event to celebrate the 50th anniversary of the school in 2025 should be held. A meeting has been arranged for 12/7/22 – early evening –to invite Alumni Committee members to meet the Trustees. The Head will give a presentation, and Mervyn Thomas could be invited to recognise his contribution to the school, as there had been no real opportunity to thank him during the lockdown period following his resignation from the Board.

Trustees agreed these proposals

Meeting closed 5.40pm

Signed _____



Date _____

19 May 2022