

Linton Village College Local Governing Body Meeting Minutes



Tuesday 26th November at
6pm

Governors Present: Helena Marsh (HM, Principal); Peter Woodroffe (PW); Chris Hine (CH); Jill Carter (JC); Ronan O'Leary (ROL); Clare Gorman (CG - Chair); Vanessa Whitcombe (VW); Carolyn Babinsky (CB); Ali Dellar (AD)

Others Present: Louise Keen (LK); Shahla Matarazzo (SM); Cam Fehr (CFe); Carey Mayzes (CM); Kay Pearce (KP Academy Governance Professional)

	ITEM	ACTION
1.	Acceptance of Apologies for Absence	
	Apologies were received from David Blackman and Clive Turner. Governors agreed to their absence.	
2.	Declarations of Interest	
	There were no declarations of interest. Governors were reminded to complete their Pecuniary Interest forms	
3.	Agree minutes of last meeting and Matters arising not on this agenda	
	<p>The minutes of the meeting on 8th October were recorded as accurate and agreed.</p> <p><u>Item 8</u> HW advised that assemblies had been planned in collaboration with various 6th Form colleges – Oakes, Charter House, Long Road and CRC.</p> <p>Parents can see revision status as this is available on Go4School. The Year 11 report is due in December and HW will bring to the next meeting.</p> <p>Governors want to know if SLT understand why these subjects are cause for concern especially over 4 years. SM advised that they were, and VW will look at this when she does her link governor visits. SH advised the matrix is viewed by the SLT.</p> <p>The link governor report for PP recorded that the data was disappointing, so this will be a focus moving forward. This will be discussed later in this meeting.</p> <p>All other action items were actioned.</p>	HM
4.	Safeguarding	
	<p><u>Safeguarding Headlines Summary</u> The figures contained within this document were first term figures. Wellbeing concerns are now added to this, so it makes the figures higher. Attendance is a focus, with SLT currently looking at anyone below 93% or under.</p> <p>Child on child abuse is quite high at 44. 25 cases of bullying that were reported were deemed to be perceived LK reiterated that all concerns are checked.</p>	

	<p>Prejudice based concerns are not a realistic reflection, and are higher, but unless they are reported they cannot be acted upon. There have been a series of assemblies with students being told prejudice concerns must be reported.</p> <p>Martha is currently working with small groups and individuals on a one-to-one basis. This has started with the Year 7s and is now being rolled out across other year groups.</p> <p>There was one referral to social care, that was rejected. LVC are monitoring this student very carefully. LK explained that parents need to give consent for school to refer students. There were students referred under Section 47 that were stepped down to a Section 17. LVC still challenge to ensure pupils are safe. 2 students are under Section 20 which is looked after children.</p> <p>Tier 2 support is going well with 28 referrals and Centre 33 have had 14 referrals made to them. Each pupil takes part in a 6-week session, which some complete and others feel all 6 are not needed. Any student can come back at any point should they feel they need to.</p> <p>It was noted by governors that there were no Year 10 in the Tier 2. LK advised that there were more at Tier 3 or having external referrals.</p> <p><u>Safeguarding Trust Enquiry</u> The review showed all the good things that LVC are doing, and CS was very impressed. LK mentioned there would be a streamlining of concerns and that Heads of Learning would be limited to access of their own year groups. The areas on the dashboard are embedded showing LVC were being proactive with interventions and that leadership capacity is linked with QA.</p> <p>The Safeguarding Executive Summary will be on the agenda for the January 2025 meeting.</p> <p><u>Link Governor Report</u> The Report was uploaded to the meeting folder.</p> <p>LK is to be more strategic in her role than operational.</p> <p>There is a new SCR package which is now in place, and staff are learning how to use this effectively.</p> <p>The PHSE provision for AP students will be investigated further with ALVIN and TLC being delivered externally. Resources will be sent to these students.</p> <p>LK left the meeting at 6.25pm</p>	LK
5.	Pupil Premium Action Plan	
	<p>CM has met with CG several times and currently pupil premium students make up 16% of the school population.</p> <p>Year 11 have 27 students, of which 25 are free school meals and 3 are young carers.</p> <p>There is a signification overlap of pupil premium and SEND.</p> <p>The Progress 8 for non-pupil premium students is +0.04 against pupil premium student which is -1.03</p>	

	<p>There is a strong focus on Year 11 but the plan to start working with Year 9 pupils is due to start shortly.</p> <p>Attendance remains a main issue for Year 11 pupil premium students.</p> <p>The research article that was sent to governors already have a lot of ideas and practices that LVC are already doing.</p> <p>Within the EEF recommendations, LVC already have a high-quality teaching, along with plenty of interventions. The inclusive classroom has been part of professional development. The recruitment and retention of specialist staff is done well and there have been new progress leaders appointed.</p> <p>Student support and wellbeing is done well at LVC.</p> <p>The spending has been £125,000 and there currently remain £4,000 in the budget.</p> <p>Sparks reader has been implemented, along with a social enrichment tracker which used in Year 7 to track attendance at all clubs.</p> <p>40% of all pupil premium students are accessing clubs in Year 7 and tutors are being proactive in getting more students to attend.</p> <p>Form tutors have directed time to engage with parents, especially those of pupil premium students, with phone calls working well and face to face meetings.</p> <p>With the various enrichment opportunities offer in school, parents are asked to pay a small amount towards these with over 75% being subsidised from various funds.</p> <p>The Trust are due into school to do a curriculum review on pupil premium.</p> <p>CM went through some Year 11 and Year 7 information.</p> <p><u>Year 11 – 27 students</u> Attendance is +4.29%, with students attending interventions is Science and Maths which are 22% and 41% respectively. Student also attend English, but this is done using a different approach.</p> <p>63% of students attended the 'meet the tutor' evenings compared with 78% of the whole cohort.</p> <p>100% of pupil premium students in Year 11 have had a career meeting. Two members of staff are being trained in relation to career education.</p> <p>100% of pupil premium students have taken part in enrichment activities during their time in school.</p> <p><u>Year 7 – 23 students</u> 74% attended the 'meet the tutor' evenings against 81% of the whole cohort, and attendance is 94.3% against 88.7% last year.</p> <p>30% of Year 7's are attending clubs.</p> <p>Learning walks have been prioritised to look at teaching and learning.</p>	
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	<p>Governors asked if pupil voice had been taken. CM advised this had been actioned, with a talk though on the clubs available, and that there may be the possibility to put on clubs if there is student interest.</p> <p>GE advised that pupil premium and disadvantaged students is firmly back on the Ofsted radar.</p> <p>Governors asked why there was a drop in in relation to attendance, particularly for Year 11. CM advised that this was to do with dropping out of subjects, which had an overlap on mental health and anxiety.</p> <p>Governors asked what the drive within school was to get parents to claim for FSM. HM advised that form tutors were working better with parents and encouragement was made for them to claim.</p> <p>There is a plan in place to encourage pupil premium students to attend Year 11 interventions, which will be run by curriculum subject specialists. A minibus is being run on one day to ensure pupils can attend and return home safely.</p> <p>There is a strong overlap with pupil premium students and them not having a good home learning ethos.</p> <p>Work is progressing with Year 11 post mocks and Year 7 on homework.</p> <p>CM left the meeting at 6.50pm</p>	
6.	Curriculum	
	<p><u>Executive Summary and action plan</u> The data in the Spring term will be more impactful.</p> <p><u>CIP</u> A poor set of Geography results has resulting in a close look at the curriculum.</p> <p>Students were asked in a survey about how they felt about the subjects they had chosen. 80 students responded, with 30 saying they would have done photography. LVC are looking at alternative vocational courses.</p> <p>Half the students said they would not do MFL again if they had to make a choice, with the other half happy with the decision they made to take a language.</p> <p>LVC are looking at the Year 9 cohort moving into Year 10. CFe mentioned that some students at Netherhall have a bespoke curriculum and that LVC should be looking at which students will need dramatic changes to their curriculum.</p> <p>The Academic Pathway will be signed off on 28th January 2025.</p> <p>Governors asked about the possibility of the Trust sharing resources to enable more vocational courses, such as Latin and photography being able to run. CFe felt this would only really work if classes were run outside of school time, and would need to be costed in terms viability, and staffing costs.</p> <p>LVC will think about what students go on to do, giving them more breadth with choice.</p>	

	<p>It was quite shocking that at sixth of Year 10 students had made mistakes with their subject choices, and this was spread over all subjects. A reason for this may have been more about who taught the subject as opposed to what the subject was.</p> <p>In relation to the red subjects, there has been a different approach to what has previously been taken. SM advised that ART students for example are happy the excitement of the subject.</p> <p><u>Curriculum QA and Inclusive classroom implementation</u> There was a joint training day with Sawston Village College, and discussion about what is going to be done to drive a whole school improvement.</p> <p>In line management meetings there are discussions around what QA saying and about am appropriate and ambitious curriculum.</p> <p>In January SLT will be looking at the key findings of the QA and what has happened because of those findings.</p> <p>Red subjects cannot be disappointing, and LVC will be looking at what QA is saying.</p> <p>Systems are so far working in respect to patterns and trends.</p> <p><u>Teaching and Learning Leads</u> There is a whole school approach on reading.</p> <p>From September the progress leads have had a clarity of roles and responsibilities. There has been a first cycle of interventions.</p> <p>Year 11 mocks analysis is to reduce the number of students they are working with and having a clearing monitoring period to see impact.</p> <p>It was mentioned that within maths it is easier to find out what the problems are. For example, students not understanding an area of maths whereas in English this is harder to pinpoint problems and may be in relation to stamina of writing, for example.</p> <p>Governors asked about study skills and were advised this was very hard to measure. They were advised about the impactful assessment that was happening with grades being awarded for Post 16 projections along with estimated grades, which was also helpful with intervention requirements.</p> <p>This is also communicated to parents but in a mindful way to alleviate any potential concerns.</p> <p><u>Reading Strategy</u> An additional English class is being taught, starting with Year 7, with 15 students. Subject leaders are using the data.</p> <p>It was also mentioned that school should not lose sight of the 41% of students who are currently in the top 10% for reading and their needs should also be met.</p> <p><u>Home Learning</u> A survey was completed with subject leaders and students, and currently looking at the possibility of home learning timetables. Satchel has been a positive platform.</p>	
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	<p>Whilst there is focus on 10%, it is the first 20% that is a national focus (not sure what this is relating to?)</p> <p><u>Link Governor Report</u> This looked at the improvement plan in depth of disadvantaged pupils and the work of the progress leaders. It also suggested there should be a culture of not being afraid to strategically stop things.</p> <p>CFe and SM left the meeting at 7.30pm</p>	
7.	Principal's Report	
	<p>HM went through various points within her report.</p> <p>The application to close admissions in Year 10 was rejected by the Local Authority.</p> <p>Severe absences within the Year 10 are a concern with 12 students currently under 50% attendance. Governors asked about the Educational Welfare Service, to which they were advised this is non-existent.</p> <p>LVC are still about both Trust and National averages for attendance.</p> <p>There were 12 suspensions this term, all girls for dysregulated behaviour.</p> <p>There was one whistle-blowing complaint in relation to exam malpractice and the Trust are reviewing peripatetic teachers.</p> <p>There has been a critical incident with water pressures due to leaking have along with electrical issues which have posed a risk to school operating and to the community.</p> <p>There were 3 applications for the English teacher and recruitment has come internally.</p> <p>Governors noted that a lot of staff have (or have had) mental health and stress related issues and wanted to know if schools are trying their best to assist and help? HM advised they were, with middle leaders and SLT trying to compensate, which means problems would ultimately be moved around. ROL mentioned that pre-pandemic workplace related mental health issues was 4% and now at LVC this sits at 25%.</p> <p>HM had asked for a wellbeing governor, which the LGB agreed to in the last academic year and to date LVC is the only school with this category of link governor.</p> <p>Governors asked if the Trust had funds to invest further in this both with LVC and across other schools within the Trust. HM advised that she currently sits on the People, Culture and Wellbeing Strategic Group and they are working on a workload and wellbeing charter.</p> <p>To date, there is no data across the Trust from HR on wellbeing.</p> <p>Governors would like to see wellbeing as a focus area at the next meeting in January and as an ongoing matter.</p> <p>HM is to discuss this further at the Secondary TLG.</p> <p>The budget, whilst remaining a key risk is looking better.</p> <p>Governors asked about predicted numbers for new school year. HM advised there had been no decision made yet.</p>	HM/ROL

	<p>The open evening had been well attended.</p> <p>Study leave was discussed with the consideration for revision period of students at home, as the demographic is not the same as other schools in the Trust. This will remain a subject for discussion.</p>	
8.	Data digest	
	<p><u>Link Governors Report</u></p> <p>The alternative provision of the forest school has been very positive. These run in 6-week sessions.</p> <p>At a recent support staff meetings there was discussion about how positive a college walk, which was adapted for pupil needs was. This thread of positivity ran throughout that meeting.</p> <p>AG has non-contact time, which is very productive and has allowed her to prepare the introduction of LSA standards.</p>	
9.	Governor Business	
	<p>CG gave governors an update from the AGF.</p> <p>The Trust is expanding, taking on more schools.</p> <p>There has been a newly appointment Deputy Director of Secondary Education and this person will start within the Trust in January 2025 and will be linked to LVC instead of Duncan Cooper.</p> <p>The top-slice that the Trust takes from all schools is going to be increased, but there is no indication as to what this will be. This would be affective from 2026. Whilst this may happen, governors wanted to know what would now be done at central level that school would no longer do.</p> <p>There was also talk that finances may come back to LGBs, although this is still being looked at.</p>	
10.	Any Other Business	
	<p>KP asked governors to confirm they had completed all relevant reading and courses required.</p> <p>KP advised that the Inclusion link meeting set for 10th December has been postponed until the summer term.</p>	Govs
11.	Date of Next Meeting	
	<p>The meeting ended at 8.20pm</p> <p>Date of next meeting is set for Tuesday 28th January 2025 at 6pm</p>	

Items for Future Meetings	
Meeting	Item
Ongoing	Wellbeing focus
Action Log	

ITEM	ACTION	DEADLINE	RESPONSIBILITY
3.	(Previous minutes Item 8 –The Year 11 report is due in December and HW will bring to the next meeting.	January 2025	HM
4.	Safeguarding Executive Summary for next meeting	January 2025	LK
7.	Ongoing focus on wellbeing with school	January 2025	HM/ROL
10.	Governors to confirm all reading and courses are completed.	ASAP	Govs

Rolling Action Log			
ACTION	DEADLINE	RESPONSIBILITY	UPDATE