



Kirklees Directorate for Children and Adults

Company no: 07729878

**THE GOVERNING BODY OF SHELLEY COLLEGE**

Minutes of the Meeting of the Governing Body held at 6.00pm at Shelley College on Tuesday 13 November 2018.

Present

Mr N Wilson (Chair), Mrs C Cooper-Smith, Mr G Davis, Ms M A Dukeson, Mrs A Horsfall-Jones, Ms R Rawling, Ms A Storey, Mr D Wadsworth.

In Attendance

Mr A Hewitt (Vice Principal)  
 Ms E Kilner (Minute Clerk)  
 Mr G Wadsworth (Principal)

Agenda Item	Discussion and Decisions	Action – who/by						
2960.	<p><b>Apologies, consent and declarations of LAAPs and interests</b></p> <ul style="list-style-type: none"> <li>• There were no apologies for absence.</li> <li>• The Chair registered that he was a supplier of stationery products to Shelley College.</li> </ul>							
2961.	<p><b>Matters for any other business</b></p> <p>The following matter is to be discussed under any other business.</p> <ul style="list-style-type: none"> <li>• Staff Dress Code</li> </ul>							
2962.	<p><b>Representation</b></p> <p><u>Appointment</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Name</u></th> <th style="text-align: left;"><u>Category</u></th> <th style="text-align: left;"><u>With Effect From</u></th> </tr> </thead> <tbody> <tr> <td>Mr G Davis</td> <td>Trust Governor</td> <td>21 October 2018</td> </tr> </tbody> </table>	<u>Name</u>	<u>Category</u>	<u>With Effect From</u>	Mr G Davis	Trust Governor	21 October 2018	
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	<p><u>Resignation</u></p> <table border="1"> <thead> <tr> <th data-bbox="389 450 724 488"><u>Name</u></th> <th data-bbox="724 450 1043 488"><u>Category</u></th> <th data-bbox="1043 450 1310 488"><u>With Effect From</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="389 517 724 555">Mrs A Poppleton</td> <td data-bbox="724 517 1043 555">Trust Governor</td> <td data-bbox="1043 517 1310 555">25 September 2018</td> </tr> <tr> <td data-bbox="389 555 724 593">Mrs A A Cooper</td> <td data-bbox="724 555 1043 593">Trust Governor</td> <td data-bbox="1043 555 1310 593">25 September 2018</td> </tr> <tr> <td data-bbox="389 593 724 631">Mrs P L Gillerspie</td> <td data-bbox="724 593 1043 631">Trust Governor</td> <td data-bbox="1043 593 1310 631">25 September 2018</td> </tr> </tbody> </table> <p><b>RESOLVED:</b> That Ms A Horsfall Jones and Miss A Dukeson will be re-elected at the end of their term of office.</p>	<u>Name</u>	<u>Category</u>	<u>With Effect From</u>	Mrs A Poppleton	Trust Governor	25 September 2018	Mrs A A Cooper	Trust Governor	25 September 2018	Mrs P L Gillerspie	Trust Governor	25 September 2018	
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2963.	<p><b>Re-confirmation of Vice-Chair</b></p> <p><b>RESOLVED:</b> That the term of office for the Vice-Chair will be until the AGM 2019.</p> <p><b>RESOLVED:</b> That Mr G Davis be elected as Vice-Chair.</p>													
2964.	<p><b>Minutes of the previous meeting held on 25 September 2018</b></p> <p><b>RESOLVED:</b> That the minutes of the meeting held 25 September 2018 be approved and signed as a correct record of the meeting</p>													
2965.	<p><b>Matters arising</b></p> <p>There were no matters arising.</p>													
2966.	<p><b>Principal's Report</b></p> <p>Mr D Wadsworth presented the Shelley College Principal's Report to Governors November 2018.</p> <p>(a) <u>Teaching and Learning and Assessment Update</u></p> <p>From September 2018, the QA Team has now become the SHARE MAT QA team and QA of Teaching and Learning at Shelley College is now the responsibility of all leaders at Shelley, with additional activities undertaken by the SHARE MAT QA team.</p> <p>Areas of development evidenced through the QA process in 2017-2018 are documented in the whole School Self Evaluation Form (SEF), and have been fundamental in the structure of the whole School Development Plan (SDP).</p> <p>These include development of Year 9 schemes of learning, improvement of key cohorts.</p>													



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	<p>Since the start of the academic year the focus for SLT at Shelley College has been to monitor the use of the new behaviour policy by teaching staff.</p> <p>As part of the SDP another area of focus is the Year 9 Schemes of Learning and level of challenge for these students within lessons.</p> <p>Next steps include:</p> <ul style="list-style-type: none"> <li>• Raise the profile of the stamps and rewards board within our Commitment to Learning policy.</li> <li>• Monitor &amp; support those students who have fallen behind, including our disadvantaged.</li> <li>• To improve the consistency of teaching and learning within our Year 9 curriculum ensuring they are all challenged to complete high quality and quantity of work in class and at home.</li> </ul> <p>(b) <u>Behaviour, welfare and safeguarding Update</u></p> <p>Mr G Wadsworth updated the meeting.</p> <p>The embedding of the amended CtL policy has been widely successful. Staff have shown consistency in delivering the policy, especially in use of the negative consequences board, where students are now clear with and understand the outcomes of poor choices.</p> <p>This has resulted in clearer expectations across the school and a wider buy-in from both staff and students to work with the policy; this is highlighted by very few students missing detentions (attendance at detention has averaged over 95% in half-term 1) and very few issues raised by parents with regard to the amended policy.</p> <p>There have been a small number of students in Year 10 and 11 who have struggled to adapt to the more immediate and stricter policy, and these students are all being monitored closely with plans in place for them, including parental meetings, tutor and student manager report systems and a small number on report to members of the SLT.</p> <p>There are good working relationships with Thornhill Academy with the use of each other's isolation units as step-out placements prior to moving to fixed-term exclusions.</p>	



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	<p><b>Q. How do students get to Thornhill?</b> A. Parents are responsible for transport.</p> <p><b>Q. What support is there from parents re behaviour?</b> A. Generally it is good but some parents do not follow through on consequences.</p> <p><b>Q. Is report of incidents shared with students?</b> A. Yes but staff should also record in planners.</p> <p>There were eight fixed-term exclusions in half-term 1 and unfortunately one permanent exclusion, which was heard by the GDC on Tuesday 6th November.</p> <p>There is a proposal to make use of the insurance money for the re-fit of the bungalow to turn this into an alternative provision for our high-need students who have behaviour issues.</p> <p><b>Q. Would planning consent be needed?</b> A. Yes, for change of use.</p> <p>It was noted that overall attendance for the school is still strong, with half-term 1 standing at 96.5%. Work is being undertaken with key cohorts.</p> <p>In relation to Safeguarding we are currently supporting with a small number of on-going safeguarding cases which are linked to Child Protection and Child in Need plans.</p> <p><b>Q. Can attendance be shown with and without the disadvantaged cohorts to show the impact?</b> A. Yes this can be done.</p> <p><b>Q. How many FSM children are there in school?</b> A. Approximately 100.</p> <p><b>Q. Re Isolation, do we have a time limit?</b> A. It should be as short as possible but would be a maximum of 3 days before progress to next stage.</p> <p><b>Q. How many can be in isolation at one time?</b> A. Current capacity is 9.</p> <p>(c) <u>Outcomes for students</u></p> <p>Mr D Wadsworth updated.</p>	



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	<p>Monitoring 1a took place between the 15th and 19th October 2018 for Year 10, 11 &amp; 13. Monitoring at this point is based on department exams undertaken by the students, topic tests and an element of teachers' professional opinion.</p> <p>Year 11 Progress 8 Score 0.76 which is very strong.  Year 10 Progress 8 Score is 0.75.  Year 11 Progress 8 Score for boys is 0.53 showing a gender gap of -0.46.  Year 10 Progress 8 Score for boys is 0.53 showing a gender gap of -0.47  Year 11 Progress 8 Score for Disadvantaged is 0.18.  Year 10 Progress 8 Score for Disadvantaged is 0.51.  Year 11 SEN Progress 8 Score is 0.11.  Year 10 SEN Progress 8 Score is 0.31.</p> <p>It was noted that Progress 8 Scores for all cohorts are positive which is a very strong performance.</p> <p>Mr G Wadsworth updated on the 6<sup>th</sup> Form outcomes. Year 13 monitoring shows that there is a predicted Level 3 Value Added score of 0.58.</p> <p>Girls outperform boys, with a gap of 0.43, however disadvantaged (bursary students) do very well with a gap of +0.22 compared with the whole year group.</p> <p>(d) <u>6th Form update</u></p> <p>Mr G Wadsworth presented.</p> <p>We currently have 112 Year 12 students and 90 Year 13 students on roll.</p> <p><b>Q. How many year 12 students applied?</b>  A. There were 241 offers and we usually assume 35% conversion rate offer to on roll.</p> <p>End of year 12 mock exam data has been shared with students and has been used by tutors and teachers to inform UCAS and monitoring predictions. All UCAS predictions were completed by the deadline.</p> <p>Yr12 have completed their first set of internal assessments and their first set of monitoring is currently being completed and will be shared with students and parents during week commencing 26th November.</p>	



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	<p>Referral Meetings have been held with all underperforming subject leaders (based on 2018 summer results) prior to first official referral meetings. This has allowed key action plans and areas of focus to be agreed and implemented.</p> <p>Underperforming and vulnerable students from each subject area have been identified and actions put in place to support. Their progress will be closely monitored by teachers, curriculum leaders and the 6th form team.</p> <p>The focus for next half term is continued focus on evidencing progress &amp; feedback in books and files, prioritising bursary students and boys.</p> <p>A number of staff have been attending recruitment events across Huddersfield, Wakefield and Barnsley and the Open Evening will take place on Thursday 22nd November.</p> <p>There are a number of positive aspects that should help improve recruitment again this year, they include:</p> <ul style="list-style-type: none"> <li>• The current Year 11 has 360 students, compared with approx. 330 in previous years.</li> <li>• A higher proportion of the current Year 11 are predicted to achieve the grades required to study level 3 qualifications.</li> <li>• The students spoken to seem much more positive about the 6th form offer.</li> </ul> <p><b>Q. Why are students more positive about 6<sup>th</sup> form?</b> A. We are taking a more facts based approach.</p> <p><b>Q. Are we offering more options?</b> A. There are now vocational courses and students can mix academic and vocational courses at Shelley.</p> <p><b>Q. Should Governors attend the 6<sup>th</sup> Form evening?</b> A. Yes, if possible.</p> <p>(e) <u>Curriculum &amp; Staffing Update</u></p> <p>Mr A Hewitt updated and summarised recent appointments.</p> <p><b>Q. Do the staff changes impact on year 11 teaching?</b> A. Yes, some do.</p> <p><b>Q. Why have we not addressed issues with science teaching in</b></p>	



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	<p><b>previous years?</b> A. The SLT now have a greater focus on holding teachers to account.</p> <p><b>Q. Have the SLT got all areas of teaching covered in monitoring?</b> A. Yes.</p> <p>Curriculum Updates for post 16:</p> <ul style="list-style-type: none"> <li>• Further Maths has been withdrawn from the post-16 offer. This is due to very low uptake in recent years making it difficult to justify running.</li> <li>• Due to numbers student numbers, from September 2019 we are proposing that textiles, French, Spanish, music, theatre studies and dance will teach Yr12 &amp; Yr13 groups together to sustain a financially viable model. The alternative would be to remove these subjects from the curriculum offer.</li> </ul> <p>(f) <u>Risk management and Health &amp; Safety</u></p> <p>Mr D Wadsworth updated.</p> <p>Mrs C Lally will take ownership of risk management at Shelley, this was previously with the Facilities Manager.</p> <p>The main area of risk is still financial; the budget is not sustainable in the long term at current spending levels, with reduced real term income.</p> <p>There are Health and safety implications regarding the ingress and egress to the building and the condition of the retaining walls, particularly with loose bricks.</p> <p>The school has been selected for a Risk Management audit by the DfE; scheduled for 20th November. This is to determine if additional support is needed or if best practice can be used with other academies.</p> <p>(g) <u>General updates</u></p> <p>Mr D Wadsworth updated.</p> <p>Student, Parent &amp; Staff Surveys have recently been completed.</p>	




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	<p><b>Q. Do parents want a written report?</b> A. Many do but this is very time consuming and they can become very generic.</p> <p><b>Q. Will school respond to comments re communications?</b> A. Yes, this may be due to an issue with the app.</p> <p><b>Q. How many staff responded to the survey?</b> A. There were 53 responses out of 130 staff.</p> <p>The Peer Review report from Rob Jones was circulated before the meeting. The report showed all judgements against the Ofsted framework as 'Outstanding'.</p> <p>These judgements and the areas for development were identified during the review are very much in line with the schools own self-evaluation of the school.</p> <p>6th form, SEN and Leadership &amp; Management were identified as specific areas of strength.</p>	
2967.	<p><b>Approval of Policies</b></p> <p>There were no policies for review and approval.</p>	
2968.	<p><b>Safeguarding</b></p> <p>A safeguarding update was included in the report from the Principal above.</p>	
2969.	<p><b>Governor training and school visits</b></p> <p>Mr N Wilson has met with Mr D Wadsworth every two weeks. Visits are made to departments during the meetings.</p> <p><b>Q. Are new governors going to be recruited?</b> A. A meeting is being held for LGB governors on the 29 November at Thornhill Academy at 6pm. A Decision will be made on the recruitment of new governors after this meeting.</p>	
2970.	<p><b>Any other urgent business</b></p> <p>Mr G Wadsworth updated that there has been a complaint from a parent about the differences between the dress code for students and staff, specifically relating to a request to a student to remove a nose piercing.</p>	



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	<p><b>Q. Is a piercing a Health and Safety Issue?</b> A. Potentially</p> <p><b>Q. What is the current position with the pupil?</b> A. There have been no further issues but Mr G Wadsworth did commit to the parent to bring the issue to the governors meeting for discussion.</p> <p>It was noted that the governors support the school in its dress code policy and the differences between the dress code for students and staff.</p> <p><b>ACTION:</b> Mr D Wadsworth to review the existing dress code policy for students and staff.</p> <p><b>ACTION:</b> Mr G Wadsworth to respond to the parent re the complaint.</p>	
<b>2971.</b>	<p><b>Correspondence</b> None.</p>	
<b>2972.</b>	<p><b>EVI's</b> None.</p>	
<b>2973.</b>	<p><b>Dates of meetings for the 2018 – 2019 academic year</b></p> <p><b>RESOLVED:</b> The next meetings of the governing body will be held at the school at 6.00pm:</p> <ul style="list-style-type: none"> <li>- Tuesday 12 March 2019</li> <li>- Tuesday 25 June 2019</li> </ul>	
<b>2974.</b>	<p><b>Agenda, minutes and related papers – school copy</b></p> <p><b>RESOLVED:</b> That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.</p>	

The Chair closed the meeting at 7.55pm.

  
**Chair**  
 12th March 2019

