



**Helston Community College**  
**Local Governing Body meeting**  
**24<sup>th</sup> June 2021 from 4.30pm**

**at Main Hall, Helston Community College**

<p><b>1. <u>ATTENDING</u> : Wayne Jenkins, Chris Webb, Barry Drew, David Hearne, Rod van der Lem, Emma Woodley</b></p> <p><b>In Attendance: Sarah Bayes (Clerk), Kevin Thomas (Link Trustee), Justine Hart, Dave Dudley, Dave Lewis (SLT)</b></p> <p><b>Not attending: David Miller, Chris Leathley, Patrick Foster, Lucy Hosking</b></p>		
<p><b>2. <u>APOLOGIES</u> : There were no apologies</b></p>		
		<b><u>ACTION</u></b>
<b>3.</b>	<b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b>	
	<b>There were no pecuniary interests declared</b>	
<b>4.</b>	<b><u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u></b>	
4.1	8.1 – Governor participation with student voice is an area we want to develop. The student champion governor had come up with some ideas but as he is no longer a governor this role has been allocated to our new governor EW.  9.1 All governors agreed to another term of office except Graham Vallender and Martin Higgs who have both tendered their resignation.	
4.2	The minutes of the last meeting on 13 <sup>th</sup> January 2021 were agreed to be a true and accurate record of the meeting.	
<b>5.</b>	<b><u>FOCUS ITEMS – EXAMINATIONS GRADING PROCESS (JHa)</u></b>	
5.1	Justine Hart went through the procedure set up by the college to complete this year's examination grading process. This was based on evidence grids for each subject which were shared with students and parents so they could see what outline topics were going to be assessed and what they needed to revise. This framework was used by subject leaders when writing assessments and determining overall grading. The process was made as fair and unbiased as possible, with exam papers marked blind. 1-5% could be awarded on assessments for students with appropriate mitigating	



5.2	<p>circumstances. Special consideration was applied to those students, ensuring that they weren't discriminated against.</p> <p>Average grades in A level and GCSE show a slight increase over last year. Results days are 10<sup>th</sup> and 12<sup>th</sup> August. If a student is unhappy with their grade they appeal to College. There is a timeline in place to work through this. If the college is satisfied with the grade awarded and the correct procedure has been followed, the student can then appeal to the exam board.</p> <p><b><u>How confident are you that you are going to have an accurate assessment, and how well did the students understand the process that was adopted?</u></b> Students were given enough information to ensure they understood the process. We delivered assemblies, and all evidence grids were emailed home and placed on the website alongside other documentation. They knew what they needed to work on and what they were going to be assessed on. JHt is reasonably confident that the grades are appropriate and realistic and that the assessment outcomes will reflect the students' effort and capability.</p>	
5.3	<p>The Chair was confident that the college's assessment system was right, both morally and ethically.</p>	
5.4	<p><b><u>Do you think other schools will have been as ethical and moral as HCC?</u></b> Not necessarily. Every school devised their own systems. Other schools may award larger percentages for mitigating circumstances but this could be picked up and investigated via the quality assurance process.</p> <p>The Link Trustee thanked the college for all its hard work on this on behalf of the Trustees. Both secondary schools in the Trust had been equitable and fair, and Trustees were happy with the process.</p> <p>JHt left the meeting</p>	
6.	<p><b><u>FEEDBACK FROM THE FORUM</u></b></p>	
6.1	<p>There has been no Forum meeting due to Covid restrictions. The Chair is keen to attend the next meeting to share with parents how governance works at HCC.</p>	
7.	<p><b><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u></b></p>	
7.1	<p>Martin Higgs resigned in January due to his own work commitments. Graham Vallender resigned recently due to ill health.</p> <p>Chris welcomed Emma Woodley and introduced her to the meeting. The members of the meeting introduced themselves</p>	
8.	<p><b><u>HEADTEACHER'S REPORT [TERMLY, INCLUDING FRONT PAGE SUMMARY DATA]</u></b></p>	
8.1	<p><b>SEF</b> –Currently grading college as 'good'. Since lockdown, safeguarding and behaviour has been challenging and is reflected in the document.</p> <p>Chair agreed that the document is thorough, but seems larger than before. The Head reported that as there has been no solid data since 2019 extra evidence has been added.</p>	
8.2	<p><b><u>P3 – what is meant by vertical integration?</u></b> It is checking your curriculum is appropriately sequenced as students go through, preparing them and creating a solid foundation for the next stage.</p>	



8.3	<p><b><u>Do you think realistically your assessment of 'good' will stand up?</u></b> . We feel that our curriculum is good and solid, and student progression is good, but it is difficult to know how much the impact of Covid will be taken into account. Behaviour has become more challenging following lockdowns, and reports of bullying are up. This may be as a result of introducing a new anti-bullying policy and raising the profile of this issue. On return from second lockdown, tutor time and assemblies were reintroduced as it became evident that some students had lost their sense of belonging. There were fewer ways that they could contribute positively to the school community. A lot of the fun things, after school clubs, sports activities etc have been missing. The college has gone back to basics, rigorous daily checks on uniform, correct equipment etc. and college is starting to feel calmer.</p> <p>15% of students came in during the 2<sup>nd</sup> lockdown when the national average was 5%.</p>	
8.4	<p><b><u>Is the reward system working?</u></b> This is going to be looked at and revamped so that the focus of the ATL system is on positive behaviour rather than negative. The relationship between staff and students has changed due to Covid systems, as staff are no longer able to walk round the classroom having a quiet word, offering reassurance, praise, nudge, but are mainly teaching from the front.</p>	
8.5	<p><b><u>P12 What is the staff Ed Psych supervision day?</u></b> College buys a day each half term from the Educational Psychology service, providing 6 sessions a day for staff to access support. This was specifically for the pastoral team originally but is now available to any staff member. The Ed Psychs have trained 4 members of staff to offer group supervision. There is also a Trust package - Schools Advisory Service which is accessible for staff through an app. This has resources around mindfulness, sleep health, and online and face to face counselling.</p>	
8.6	<p>The Chair thanked the Head and SLT for producing a fair evaluation of the college,</p> <p><b><u>Development Plan</u></b> - This is a good starting point for governors when making faculty visits. The strategic plan is focused on doing fewer things better. Normally this is reviewed 3 times a year but this has not been appropriate this year.</p>	
8.7	<p>Literary programme – Read Write Inc phonics programme started late but gains already being seen. Reading ages on mark sheets are a useful reminder for staff when developing lesson resources and teaching subject vocabulary.</p>	
8.8	<p><b><u>Inclusion – Is there some concern over high Persistent Absence data for Pupil Premium and SEN?</u></b> This has been exacerbated by Covid, but it is encouraging that after targeted intervention Pupil Premium persistent absence has decreased significantly. SEN is also coming down but is still high. National standard is 15% PA so we need to be lower than that.</p>	
8.9	<p><b><u>Key performance indicators – Retaining 60% for 6<sup>th</sup> form – how are you going to do that?</u></b> This year, 6<sup>th</sup> Form promotion has been done through subject videos on the website and taster lessons. Interviews were online rather than face to face. Numbers will not be known until September. 60 Yr 11 students are coming back for a 3 week introductory course starting next Monday. This number will not necessarily reflect on the numbers that will arrive in September.</p>	
8.10	<p><b><u>It there anything we can do to publicise the 6<sup>th</sup> form?</u></b> 2 schools of thought – every penny should be spent on education or that the Trust is a business and if money is spent on marketing this could mean net gains. The Trust chair feels that this is something that needs to be looked at in the near future.</p>	
8.11	<p>The Deputy Head reported that the ELT want it recorded that the Head has put the staff's well-being first and staff have been so well supported by the Head and JHt with Centre Assessed Grading that staff from other schools have asked about it.</p>	
8.12	<p><b><u>Staff movement</u></b> – The Head went through the staff who are leaving and their replacements. There has been a very successful recruitment process except the college has still not been able to appoint a Head of Maths.</p>	



	With additional demands on safeguarding, an additional DDSL will be appointed to carry out early safeguarding intervention.	
<b>9.</b>	<b><u>SAFEGUARDING GOVERNOR'S REPORT [STRUCTURED QUESTIONS]</u></b>	
9.1	The Chair had had a very constructive meeting with Dave Lewis, Designated Safeguarding Lead. Surveys had been conducted with staff and students – it was very encouraging to see a large proportion of students who feel safe and happy at college.	
9.2	DLe reported that the college has made a conscious effort to increase student voice – top answer in the student survey was students feel safe in college and second was they feel happy. A minority reported they did not feel they know who to go to for help if there was a problem. Now tutor time is back and assemblies are running there is the opportunity to address this.	
9.3	There are now separate behaviour, peer on peer and anti-bullying policies. The key safeguarding theme of sexual abuse will be a focus next year. The college is noticing an increase in disclosures for peer-on-peer abuse in line with patterns observed nationally.	
9.4	A letter will be going out from Trust schools to parents regarding the Ofsted report into sexual abuse in schools, which the Head and DSL will edit to be pitched at secondary pupils. There will be staff training on this.	
9.5	The new inclusion manager, despite having to shield, has made incredible strides and is instrumental in moving this forward.	
9.6	The Chair has read the S157 document and is confident it should produce a positive response. He thanked Dave Lewis for all the hard work he has put in especially with the safeguarding, and on behalf of the governors wished him all the best for the future.	
<b>10.</b>	<b><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></b>	
<b>10.1</b>	David Hearne had been in for three visits focusing on Pupil Premium, Post-16 and the Science Faculty. He was encouraged by the passion that came across. In Science he looked at the curriculum within their development plan and the challenges of remote learning. He will return in second half of autumn term to see how things have moved forward.  Post-16 has the most challenges because of the year groups coming up not having taken exams, general morale, getting student numbers up. DH will look at the development plan again in Autumn term.	
<b>11.</b>	<b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b>	
	This was not discussed due to time constraints.	
<b>12.</b>	<b><u>URGENT MATTERS FOR DISCUSSION</u></b>	
<b>12.1</b>	During a recent Chairs meeting, Jo Birnie, Chair of Governors at Mullion presented an NGA guided set of tools for formulating an annual self-review and impact statement for LGBs. The Chair will send out the PowerPoint slides so that a skills audit and the timeline for review can be set up  <b>Action: Chair to send out information on annual self-review</b>	<b>Chair</b>



13.	<b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b>	
13.1	The Head asked that a compliment for Sean Pinhay, the Trust's Financial Director, should be passed on. Working with Sean is very productive – he gives good feedback and comes up with effective strategies related to the budget.	
14	<b><u>DATES OF FUTURE MEETINGS</u></b>	
	To be confirmed	

<b><u>SUMMARY OF ACTIONS</u></b>		
Action	Responsible Person[s]	Date for Completion
Chair to send out information on annual self-review	Chair	

Chair's Signature \_\_\_\_\_ Date \_\_\_\_\_