



Southerly Point
Co-operative
Multi-Academy Trust

**Helston Community College
Local Governing Body Meeting
13th January 2021
Remotely by Google Meet**

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| <p>ATTENDING : Chris Webb (Chair) Wayne Jenkins, Chris Leathley, David Hearne, Rod van der Lem, Barry Drew, Patrick Foster, Martin Higgs, David Miller</p> <p>NOT ATTENDING: Graham Vallender</p> <p>In Attendance: Sarah Bayes (Clerk), David Lewis, Kevin Thomas (Link Trustee), Sean Pinhay (Chief Financial Officer for Trust - part)</p> | | |
| <p>2. APOLOGIES :</p> <p>There were apologies from Graham Vallender</p> | | |
| | | <u>ACTION</u> |
| 3. | <u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u> | |
| 3.1 | There were no new pecuniary interests declared. | |
| 4. | <u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u> | |
| 4.1 | The minutes of the meeting on 8 th October 2020 were accepted as a true and accurate record. | |
| 5. | <u>FEEDBACK FROM THE TRUST BOARD</u> | |
| 5.1 | There was no feedback | |
| 6. | <u>BUDGET</u> (Sean Pinhay –Chief Financial Officer to the Trust) | |
| 6.1 | The monthly management accounts were tabled. SP explained that these were published in the third week of the month for the previous month and consisted of two pages – one narrative and one figures. The budget is looking positive at the moment. | |
| 6.2 | The School Condition Allocation analysis was tabled. This shows what has been spent so far from the MAT central budget on capital projects. | |
| 6.3 | <p>The Helston Summary 2017 – 2023 was then tabled. Obviously figures for 2017 – 2020 are actual figures; figures for 21-22 and 22-23 are projected, and will be reworked at the end of this term. Again this is showing the college in a healthy position financially.</p> <p><u>The table shows an increase in student numbers in future years: as funding for students is paid retrospectively will the projected budget for staff be adequate for this increase?</u> Staff will become more ‘financially efficient’, eg teaching larger classes, if necessary. It is not the volume of students but those with special needs where the pressure will be.</p> | |

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| | <p><u>Do we have any indication of numbers coming in in September?</u> It is looking healthy at around 240. The PAN is 250, and our current system of 8 tutor groups and a nurture group can accommodate this.</p> <p><u>If student numbers rise will we have enough physical space for them?</u> The whole site, including the new building is built to accommodate 1700 students, so yes.</p> <p>The Chair thanked Sean for all the work he does on the college's behalf, and is very pleased to see how the financial position of the college has improved over the last few years.</p> | |
| 7 | <u>HEADTEACHER'S REPORT</u> | |
| 7.1 | <p>The Head reported that changes were implemented rapidly over the Christmas period, and currently the college is closed to students except the vulnerable and children of key workers. During the first lock down when this happened very few students attended and the 6th form centre was used, but this time they are running 10 classes with a comprehensive rota of staff. There is a blended learning policy, based mainly on recorded lessons, with some live lessons and tutorials. Students are sticking to their usual timetable and teachers are available live on line during the timetabled lesson to answer questions. Recorded lessons seem to be working better as students can watch again, and also view at different times if sharing devices with other family members.</p> <p><u>Will students in school be accessing the same recorded lessons as those at home?</u> Yes, students are based in the four computer rooms or in a classroom with chrome books.</p> <p><u>How are teachers coping if they have to pre-record lessons and then be on line during scheduled lessons?</u> Most of the pre-recorded lessons are the introductory 10-15 minute explanation, followed by students working independently. Staff are not having to pre-record the whole lesson.</p> <p>The staff governor had found that this did entail a lot of work at first, as did his colleagues, but is optimistic that it will become quicker once staff become familiar with the relevant processes. He thought teaching staff could not continue like this long term. He had taught a few live lessons but several students did not turn up and others did not have cameras so he did not think it was particularly successful. Students are having problems with IT and several staff have created 'how to' videos.</p> <p>The feedback received from parents when ringing home has been generally very positive.</p> | |
| 7.2 | <p>There had been one member of staff test positive for Covid so far which has increased general anxiety.</p> <p><u>When will the lateral flow tests be carried out? Will the staff also be tested as well as the students?</u> Some staff will be tested this week and then tests will be done weekly. Once a cycle has been gone through they will be offered to key worker children if parents have given consent. It is likely that year groups will have a staggered return to college so each year group will be tested before being allowed to come back. Parental consent needs to be given for this. Each child is getting a phone call home once a fortnight either from a PSA for PP children or from their tutor. Consent will be discussed in this round of calls. There is not the capacity to test all students on a weekly basis. Students having a negative result tend to interpret that as them being safe.</p> | |

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| 7.3 | <p>Martin Higgs joined the meeting.</p> <p>The Head tabled the college attendance figures, and made the following points:</p> <ul style="list-style-type: none"> • The high number of leavers was due to students going to be home schooled due to Covid. • Attendance figures can be misleading as students are classed as being present if their absence is due to Covid. • Some of the persistent absence is because of cautious parents keeping children away because of Covid. • The rise in Fixed Term Exclusions is caused mainly by aggressive behaviour or illegal substances. The college had been invited to take part in a County Inclusion project, but so far County have had no capacity to hold the meetings. David Lewis is working with a joint community group with the local police and other stakeholders. | |
| 8. | <u>FOCUS ITEMS AND UPDATES</u> | |
| 8.1 | <p>a <u>Safeguarding</u></p> <p>The Chair reported that a recent independent safeguarding review had been carried out at the request of Donna Bryant. This had been difficult due to Covid, with a relatively small number of students, parents and staff involved. SLT were now preparing a management response which will be presented to Donna Bryant and the Trust Chair on Friday, and then will prepare an action plan.</p> <p>From this and the review by Trauma Informed Schools 18 months ago it was clear that the college needs to work on: recording, analysing and following up bullying incidents, communicating what is in the policies, feeding back after incidents have been dealt with.</p> <p>Other areas for improvement are; regularly gathering student voice on policy and other matters pertaining to students. A member of staff is in post for this but has not yet been able to establish our new student forum.</p> <p>The main point for governors from the review was how they too could get feedback from students. The student champion governor could become involved with this; the Chair will ask him to assess his role and how he can facilitate this.</p> <p>Patrick Foster joined meeting</p> | Chair |
| 8.2 | <p>b <u>Policies</u></p> <p>A separate Anti-bullying Policy has been created, taken from the Behaviour Policy so there are now two separate policies. The College and Trust have signed up to Section 29a of the Education Act so that they have the option of directing students to APAs to assist with short term interventions around behaviour.</p> <p>The Peer on Peer Abuse policy has been separated out from the Safeguarding Policy on the recommendation of the Safeguarding Review, and updated.</p> <p><u>Has anything been done following the findings of David Hearne and Martin Higgs after their consultation with students regarding the RTL system?</u> This was based on the original parent complaint of students staying in RTL for the following lesson. Due to Covid, at present students are sent for just one lesson and the following break. It would be good for governors to review this and show they are responding to the student voice.</p> | |

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| 8.3 | <p>c <u>Operational School Level Risk Register</u></p> <p>This was tabled. There was discussion on how more scrutiny was needed to improve governor effectiveness.</p> <p>Action: Chair to speak to Student Champion governor</p> | |
| 9 | <u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BOARD SINCE LAST MEETING</u> | |
| 9.1 | <p>There was discussion on governor terms of office. The clerk confirmed that all governors' terms of office had ended on 31 May 2020 but due to Covid all had been extended until 31 January 2021. The Chair asked governors to email the Clerk in the next hours to confirm whether they were happy to continue in post. It is extremely hard to recruit new governors at present. When asked by the Chair, David Hearne agreed to review the governing body structure.</p> <p><u>Could the Chair of Trustees remind governors of their remit?</u> There are 3 key areas:</p> <p>Safeguarding</p> <p>Stakeholders, including parents and the wider community</p> <p>Standards.</p> <p>The Head suggested that the Development Plan could be used as a starting point and tabled it. Governors could take responsibility for reviewing different strategic objectives. <u>How would this tie in with faculties?</u> Faculties have their own versions of this to work from.</p> <p>It would be useful if governors could look at the college's remote learning provision.</p> <p>Action: Governors to email Clerk re whether they wish to remain on LGB</p> <p>Action: Chair to speak to David Hearne re assessment of structure and support</p> | <p>All govs</p> <p>DH/Chair</p> |
| 11 | <u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u> | |
| 11.1 | There were no matters to be raised | |

There being no further business, the meeting ended at 6.50pm
The date of the next meeting is yet to be confirmed.

Chair's Signature _____ **Date** _____