



MINUTES
FROM THE MEETING OF THE WEST SOMERSET COLLEGE
LOCAL GOVERNING BODY
HELD ON
WEDNESDAY 26 MAY 2021 AT 6.00pm
VIA TEAMS

Actions from WSC LGB Meeting on 26 May 2021

Item Reference	Action	Person Responsible	Date Raised
1.0	GM to advise the LGB at the next meeting if any interest in the staff governor role has been expressed.	GM	26/05/21
1.5	FD to forward out link and password for Governors to access the forums on the BTCT website.	FD	26/05/21
1.7	FD to ascertain if the information related to Governor training already carried out or that was available for the next academic year.	FD	26/05/21
1.8	FD to arrange LGB meeting to discuss governance self-evaluation. The LGB to feedback on this at next LGB meeting	FD/LGB	26/05/21
1.9	FD to forward DfE website checklist to JA	FD	26/05/21
3	GM to ascertain staffing expertise at the Trust Apex centre and feedback to LGB	GM	26/05/21
7.0	FD to enquire whether the Admissions policy should have a separate statement for the sixth form.	FD	26/05/21



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Members

✓	Martina Forster	(MF)	Chair
✓	Michelle Butterworth	(MB)	
✓	Geoff Dibble	(GD)	
-	Debbie Shelley	(DS)	
✓	Jane Armstrong	(JA)	
-	Paul Widgery	(PW)	
✓	Gregg Mockridge	(GM)	Head teacher

In Attendance

✓	Fran Davis	(FD)	Clerk
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1. **Procedural Matters**

The Chair advised Matthew Clewer is unable to join the LGB as a staff Governor due to work commitments. Therefore, a new staff governor will need to be appointed.

Action GM to advise the LGB at the next meeting if any interest in the role has been expressed.

GM

- 1.1 Apologies for absence and acceptance/non-acceptance
Apologies from DS. No apologies were received from PW
- 1.2 Declarations of Interest
None
- 1.3 Minutes from the meeting on 24 February 2021
Minutes were agreed as accurate

1.4 Matters arising not covered elsewhere in the meeting.

Actions Outstanding:

FD to collate skills audit gaps and feedback to LGB if any training needs are identified - **Completed**.

HB to be invited back to a LGB meeting in the Autumn term to give an update on her progress – **Ongoing** although this will be postponed as HB will be going on maternity leave in the autumn term.

1.5 Feedback from Governor forums

It was asked if the designated Governors for SEN, safeguarding and H&S had found the forums useful. The H&S governor advised he had not been able to attend yet and the other two areas the Governors were not at the meeting.

It was noted the forums were recorded and were available for all the LGB to access via the Trust website.

Action FD to forward out link and password for Governors to access the forums on the BTCT website.

FD

1.6 Review of Governor Skill Audit

Governors noted the contents of the audit which showed the skill set across the Trust. It was felt there were no areas of concern.

1.7 Governor Training Needs

It was unclear from the document if the training related to completed training or areas outstanding.

Action FD to ascertain if the information related to Governor training already carried out or that was available for the next academic year.

FD

1.8 Governor Self Evaluation

It was decided the LGB would meet to discuss the governance self-evaluation and feedback at the next meeting.

Action FD to arrange LGB meeting to discuss governance self-evaluation. The LGB to feedback on this at next LGB meeting.

FD/LGB

1.9 Governor to undertake yearly check of WSC website

JA volunteered to undertake yearly check of WSC website.

Action – FD to forward DfE website checklist to JA

FD

2 **SEND Training**

It was agreed the SEND training would be the first item on the agenda.

CH shared a PowerPoint presentation and gave a brief overview of SEN and how that impacts on the college.

Governors discussed and raised questions on the following areas:

- Clarity on some learning disabilities
- Importance of early identification and continuity of support
- Working in partnership with feeder schools
- Availability of National data on breakdown by year group of students with an EHCP
- What is the threshold of need and do students move in and out of the register.
- Funding for EHCP's

Governors found the presentation extremely useful and appreciated the time CH had given to present this.

3 **CEO Reporting Requirements**

3.1 Head Teacher's report

GM shared highlights from the report:

- Staff are working incredibly hard on processing centre assessed grades.
- Year 11 to be moderated over the half term and Year 13 after this.
- GCSE's data appears to be within the normal parameters of past years' results.
- Results cannot be shared until August.
- Huge amount of paperwork from JCQ and DfE

Governors wished their thanks to be passed onto staff for all their exceptionally hard work.

It was also shared a Governor had received feedback from parents on how impressed they were with the College.

- Staffing changes – recruitment is still difficult. However, we have been told by the students working at the school how much they enjoy being here and have offered teaching jobs to them.
- Young Somerset have offered to work with some of our new staff.

There was a discussion on how to make WSC a more attractive place to work and sourcing affordable housing as high house prices are a drawback to attracting new staff to the area.

GM advised it is a challenge to recruit and over the next 10 years there will be a need to replace staff as they retire. There is also a challenge, at the moment, to recruit in public service roles.

It was asked if the Trust board and PLE was aware of this. GM confirmed they were.

Governors felt GM and the team had worked hard to make the college an appealing place to work.

GM advised the staff feel very cohesive now.

- ADP – link governors have completed their second link meetings with SLT and GM. This has been a very useful exercise.
- New ADP will be written up in the current format as it works well.

It was felt the work carried out within the ADP was very impressive especially in light of the disruption Covid had caused.

GM very proud of the staff who are working extremely hard.

- Curriculum – change to triple science. Keen for students to take this not just as an option. This will be reviewed at the end of year but feel this will raise expectations for students and staff.
- Student numbers – Year 9 expecting 210/215 students and A level recruitment is up to 100/110. There will be a taster day for year 11.

It was asked if this was correct that law, further maths and chemistry would not be available for year 12

GM advised there had been a change to the document as more pupils are coming back to us, we will have enough to run chemistry. However, law may stop as there are better alternative A levels courses available. Further maths will be absorbed in other classes as numbers are low.

- Continuation of SMSC being moved from a standalone lesson into tutorials.
- Spanish will continue to be offered in year 9.
- Updated session times for the day

It was asked if bubbles will remain

GM advised current guidance is to retain the bubbles but new guidance will be released near the end of June. The biggest difficulty with bubbles is staff having to travel around the site.

- Attendance is very good at 92.1%. Unfortunately, attendance within the SEN, PP and FSM categories are not as good.
- Attendance officer checks in with all these students every day encouraging them into school but there is no County support.

There was a discussion on attendance, County support and what measures the college have in place to support students and families. Governors were reassured that the college is doing everything possible.

GM advised the Trust SEN support is fantastic.

- Behaviour is good in lessons but physical assaults are concerning and we need parental support with this.
- Safeguarding – supporting report was available to governors. There is a huge increase in the number of issues relating to emotional and mental health. However, the team is doing a good job supporting students/families.

- Bullying concerns – students are reporting these but we need to work on their perception and expectations about bullying.

It was felt the survey on bullying had been a useful exercise and will give focus on how to move forward with this.

- OA update - The OA has been supporting with careers work and ensuring students do not become NEET.
- Apex centre - This will be a Trust based facility working with students at risk of permanent exclusion and will also operate for students struggling to access mainstream school for other reasons. Two of our students have been referred.

It was asked if there would be the same staffing expertise available at the Apex as at the PRU's.
GM was unsure on staffing detail but the Trust Inclusion team does have an EP, S&L Therapist and AB is highly skilled in leading the team.
Governors thought this was a very exciting opportunity for young people who require this additional need.

Action GM to ascertain staffing expertise at the Trust Apex centre and feedback to LGB

GM

- For the first time all staff have been surveyed. Overall the results are positive but there is work to do with TA's who do not feel part of the school in some aspects.

Governors felt it was good to have a whole staff survey and asked if OA funding could be used to invest in support staff (TA's).
GM advised some training had been carried by the college.

- West Somerset Headteachers have agreed July 7th will be a shared transition day.
- Parent's evening will be held remotely as not comfortable having 400 parents in college.
- Enhance transition has started for the most vulnerable students.

3.2 ADP Governor Update and Feedback

This was covered in the Head teacher report but GM added that as the last couple of years have been disjointed it was important to now focus on doing everything well. Literacy is a big piece of work to do and will be undertaken next year.

4 Staff/student voice

GM advised after the half term everyone across the college will be surveyed and plans will be formulated when the results have been analysed.

5 **WSC Statutory Reports**

5.1 Safeguarding

There was a discussion about the physical assault. The Head teacher summarised the incidents that occurred at the college.

- Good work has been done on harmful sexual behaviour, however there is more to do as students appear to have opposing ideas to what is acceptable depending whether they are in or out of school.
- Physical restraint training has been undertaken
- Trauma Informed School training is a Trust initiative and will be undertaken by SLT to help us develop this practice.

It was noted that 31 cases of bereavement had been recorded GM advised these cases were not directly related to Covid, however a lot of our families have grandparent support and it has been these losses through natural causes that have been mostly recorded.

It was noted that elective home education referrals had slowed GM confirmed it had, the first term was worrying but most of the students have been returning.

5.2 SEND

Highlights from the report:

- 85 students on SEND register. This represents 12% which is within one percent of the national average. However, of the 85 students, 19 have EHCP's which represents 22%.
- The number of EHCP's have been increased by 10 in the last year.
- Profile of need – 38 Cognition and Learning, 17 Communication and Interaction, 24 Social, Emotional and Mental health and 6 Physical/Sensory.

5.3 H&S

Governors noted the contents of the report

6 **Early Career Teacher**

Governors noted the contents of the report.

It was asked if there was a named lead on this GM advised that CM, Trust staff development Lead would be managing this. However LP will be the mentor from the college.

It was hoped this would give extra support to new teachers and encourage them to remain in teaching.

7 **Admissions Policy 22/23**

It was asked if there should be a separate statement for sixth form.

Action – FD to enquire whether the Admissions policy should have a separate statement for the sixth form.

FD

Governors approved the Admissions Policy

8 **Date of next meeting** – tbc

The Chair thanked the Governors for their support in this difficult year.