



STALHAM HIGH SCHOOL

LOCAL GOVERNING BODY

THURSDAY 11th May 2023 at 6pm

MINUTES

PRESENT

Ian Richardson – Chair
Danielle Lindoff
Gill Pegg
Constance Tyce

IR
DL
GP
CT

ATTENDING

Sarah Rankin – Clerk

ACTIONS challenges DECISIONS

This was a shortened meeting due to the Ofsted inspection which took place on 10th and 11th May.

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the meeting. There were apologies from DJ and SD. AE was absent. There were no declarations.	

2. MINUTES FROM THE MEETING OF 16th March AND MATTERS ARISING

	ACTIONS
The minutes from the meeting held on 16 th March were approved for accuracy.	
Matters arising: None.	

3. EXECUTIVE HEADTEACHER’S REPORT

	ACTIONS
Governors received the papers in advance of the meeting. The following comments were made:	
Stalham on a page <ul style="list-style-type: none"> • P8 SEND Data missing • Data on LAC/AP/reduced curriculum to be a standing agenda item Governors asked for details on which online learning packages are being used and questioned whether they are meeting the needs of the students in the school following	

SIGNED BY THE CHAIR AS A TRUE AND ACCURATE RECORD.....DATE.....

<p>feedback by two families. It was agreed that this should be an area for governor monitoring.</p> <p>ACTION: REQUEST FOR AO TO PROVIDE WHAT IS THE ONLINE OFFERING IN NORFOLK FOR AP, OUTSIDE THE SCHOOL REMIT, VIEWS AND IF THERE IS ANY ALTERNATIVE WHERE AP IS REQUIRED.</p> <p>Governors discussed the challenge of reading the document on a tablet due to the formatting altering. It was agreed that the Clerk will bring some printed copies to the meetings, and in addition the document can be put on the screen.</p>	AO
<p>Ofsted visit 10-11th May: A very positive inspection has taken place with governors in attendance on day 2. The draft report will be received within 18 working days at which point it remains restricted and confidential. There will then be 5 days for the school to comment on the report, following which the final report will be shared within 30 working days.</p> <p>The Chair will send a thank you to all staff to thank them for their input and support when the report comes out.</p>	IR
<p>SIDP: Governors discussed a staff reward system which could be focussed on the school's vision and values, to complement the student reward system. IR to discuss with AO</p>	IR/AO

4. SAFEGUARDING

	ACTIONS
<p>Safeguarding Action Plan: Governors felt that more actions had been completed but were missing from the document. AO to check.</p>	AO

5. INFORMATION DISSEMINATED FROM THE TRUST BOARD

	ACTIONS
<ul style="list-style-type: none"> Louise Lee has been appointed as CEO to take up post in September. 	

6. POLICIES AND DOCUMENTS

	ACTIONS
<p>Attendance Policy: tbc. To be ratified by email.</p>	
<p>Behaviour Support Policy: This was ratified by email in April</p>	
<p>RSE Policy: To be ratified by email.</p>	
<p>Trust approved policies for information only:</p> <ul style="list-style-type: none"> Governance Duties under the Equalities Act 2010 Suspensions and Permanent Exclusions 2023 	

7. GOVERNANCE

	ACTIONS
<p>Monitoring: summer term priorities confirmed as Safeguarding and Careers (GP), English review (IR and DJ) and SEND (CT). Governors were encouraged to use TEAMS for meetings where appropriate.</p>	

ACTION: GOVERNORS REMINDED TO UPDATE MONITORING SPREADSHEET ON SHAREPOINT AND TO ENSURE PREVIOUS TERM'S GRIDS ARE ALL COMPLETED WHERE REQUIRED.	ALL GOVS
Governor attendance at interviews: this was discussed. It was noted that at SHS governors are routinely invited to interviews at all levels. ACTION: IR TO DISCUSS WITH AO VIEWS AROUND THE INVITATION OF A GOVERNOR TO ATTEND FINAL INTERVIEWS OF HEADS OF DEPARTMENT UPWARDS.	IR/AO

8. INFORMATION FOR THE TRUST BOARD

	ACTIONS
The following will be taken to the Board by GP and CT: <ul style="list-style-type: none"> • A very positive Ofsted inspection 10-11th May • Plan needed for AGM to encourage governor attendance. 	

9. CHAIR'S BUSINESS

	ACTIONS
IR reported on the recent Chair's meeting as follows: <ul style="list-style-type: none"> • The Trust is in the process of producing a governor handbook, currently work in progress. IR noted that the link governor role descriptions were sent to the CEO to assist with this. • All governors have been invited to the Trust AGM on 12th July at 5.30pm. A discussion was held regarding the value of governor attendance, given the distance involved in getting there for many in the trust. It was felt that some sort of plan was needed to enable governors to benefit from the meeting. It was agreed that there is value in networking with link governors from other schools, but it was noted that this would need to be facilitated. Discussion could be held on what works well in local governing bodies to allow the sharing of expertise. • LGBs have been asked to think about Trust-wide training courses for 23-24 • The email strategy has been shared with all staff and governors with the latest Trust-wide briefing. 	

10. ACTION LOG

	ACTIONS
Updated.	

11. WHAT WENT WELL/EVEN BETTER IF

	ACTIONS
What went well:	
EBI:	

12. DATE AND TIME OF NEXT MEETING

	ACTIONS
TBC	

13. A.O.B.

	ACTIONS
None.	

There being no further business the meeting closed at 20:00