

<b>Rastrick High School Academy Trust Minutes of the AGM of the Governing Board</b>		
<b>Date / Time: Thursday 24 September 2020 at 5:00pm</b>		
<b>Present:</b> Mr D Brundell (DB), Mr I Philp (IP), Mr S Evans (SE), Mr John Sharp (JS), Mr P Cockcroft (PC) & Mrs Helen Hemingway (HH).		
<b>Observers:</b> Mr M Crowther (MC), Mr M Williams (MW), Mr Leo Timmins (LT), Ms Sarah Laverick (SL) and Ms Rachel Bailey (RB).		
<b>Clerk:</b> Mr D Whitehead (DW)		
<b>1.</b>	<b>APOLOGIES FOR ABSENCE &amp; CONSENT TO ABSENCES</b>	DW welcomed all to the meeting There were apologies for absence from Mr A Tatham, Ms S Priestley. HH advised that she would be leaving the meeting at 5.45pm due to another commitment.
<b>2.</b>	<b>ELECTION OF CHAIR &amp; VICE CHAIR</b>	DB was nominated for the post of Chair. Proposed: IP Secoded: PC  IP was nominated for the post of Vice Chair. Proposed: DB Secoded: PC  They were both unanimously appointed to the respective posts.
<b>3</b>	<b>DECLARATION OF BUSINESS OR PECUNIARY INTEREST</b>	All completed the Pecuniary Interest forms which were retained by the school. There were no declarations of interest for items on this agenda.
<b>4</b>	<b>NOTIFICATION OF ITEMS TO BROUGHT UP UNDER ANY OTHER BUSINESS</b>	None for this meeting.
<b>5</b>	<b>MINUTES AND MATTERS ARISING FROM THE AGM HELD ON 17 OCTOBER 2019</b>	The minutes had been approved as a true record at the Board meeting held on the 12 <sup>th</sup> December 2019.
<b>6</b>	<b>MINUTES &amp; MATTERS ARISING FROM THE RESOURCES COMMITTEE MEETING HELD ON 10 SEPTEMBER 2020</b>	The minutes of the Resources Committee meeting had been circulated prior to the meeting the main area addressed was the 2020-21 budget this will be addressed today in agenda item 8.
<b>7</b>	<b>CONFIRMATION OF THE APPOINTMENT OF COMMITTEES AND SUB-COMMITTEES</b>	The proposed list and committee remits had been circulated prior to the meeting. The need for additional Directors due to recent resignations was noted by DB. This will be addressed by The Trust Board.  All confirmed that they were happy to continue their existing roles on the committee/s.

		<p>HTPM committee – IP, DB &amp; AT will form the committee plus the SIP.</p> <p>DB advised that the Chairs of the committees are elected at the first meeting.</p>
<p><b>8</b></p>	<p><b>2020/2021 BUDGET RATIFICATION</b></p>	<p>The Budget had been thoroughly reviewed at the Resources committee as detailed in the committee minutes circulated. The committee recommended the Budget for ratification. The full budget detail had been circulated along with the 3-year Budget snapshot and details of the assumptions used drafting the budget.</p> <p><b>Q – Why do we subsidise buses from certain areas?</b>  A - A decision was taken by the school and Directors to change the focus and adopt a catchment area map including further Calderdale areas. The buses were needed to bring these children into school and the parents do subsidise the costs. It was important to grow the catchment area. The costs are in line with local bus charges.  IP noted the cost to parents is the same as his family experiences. Attracting students to RHS was stressed as important.</p> <p>The Budget 2020-21 was unanimously approved.  Proposed: IP    Seconded: PC</p>
<p><b>9</b></p>	<p><b>SCHOOL IMPROVEMENT PARTNER REPORT</b></p>	<p>The report had been circulated prior to the meeting and MW led Directors through the content.</p> <p>The SIP has visited and analysed the results from the last academic year. The outcomes are self-assessed and nationally all schools have risen 6-8% across all subjects. At RHS this is between 5% and 6% at RHS.</p> <p>The KS4 headlines – attainment 8 is 54.6 which is significantly above the 2019 national average.</p> <p>The DV cohort outcomes at 46.8 is also well above 2019 national averages.</p> <p>GCSE grades 4+ EM 79%  GCSE grades 5+ 56% (both are significantly above 2019 national averages).</p> <p>The SIP view is the “best fit” judgement for the Impact (Outcomes) section of the Quality of education grade is still very good i.e. 2+. This is because there are aspects that need to be further improved before exceptional performance is consistent and secure across the whole school.</p> <p>The main foci for improvement in outcomes are:</p> <ul style="list-style-type: none"> <li>• Boys</li> <li>• HAPs</li> <li>• Humanities - Geography</li> <li>• Vocational subjects</li> </ul> <p>A new appointment has taken place in Humanities and this year updates will be regularly given.</p> <p>MW explained the monitoring that will take place throughout the year in relation to Vocational subjects.</p> <p>Boys are being targeted to bring them in line with the girls’ outcomes.</p> <p>Overall, this was a very positive report.</p>

		<p><b>Q – Do we know the “students” destinations?</b>  A – We know there is only one student who has not gone on to further education. The outcomes this year have allowed the students to move onto further education.</p> <p>IP advised that feedback would be welcome in November on the actual destinations of students.  MW noted the integrity of the staff in making the assessments and the grades allocated were at the appropriate levels.  SE explained the rationale for this information not being made available before November.</p> <p><b>Q – How were the grades quality assured due to the 6% rise seen?</b>  A – The algorithm applied raised some grades which was not expected. Contextual background etc. was also taken in account and some students e did well out of the algorithm.  SE advised that up to August, more than 1 point was given in Progress 8. The algorithm, and how it gave some unrealistic outcomes, particularly in vocational subjects was noted.</p> <p><b>Q – How accurate are our assessment systems? Are they likely to come down next year?</b>  A – They are as accurate as we can be as we now have a greater understanding of the different cohorts. MW gave examples of the different outcomes seen from different cohorts. There is a greater knowledge on how to predict the targets which are relevant to the year groups moving through school. It is important for the targets to be aspirational.</p> <p><b>Q – Haven’t the groups in the report been areas for improvement previously?</b>  A – MW explained issues with HAP boys together with those of the DV students.</p> <p>MW outlined the discussions held on the 4 areas for improvement and it was disappointing not to have exams to support the improvements seen. There is now a high level of teaching expected in Geography and the vocational subjects.  This will be reported back to the Standards committee at the next meeting.</p> <p>How Ofsted would look at this was noted by IP and MW explained the coverage of the subjects in the Standards committee minutes.</p>
10	HEADTEACHER’S REPORT	<p><u>Numbers on roll</u>  LT advised that student numbers have remained consistent through the summer.</p> <p>In Y7, 363 students are now attending. One LAC has been placed in the year group and 16 appeals were held with 2 successful ones.  The other year groups have remained broadly the same.</p> <p><b>Q – Is there a reason for the gender gap?</b>  A – No, however, there was a significant number of male students in the cohort a couple of years ago. MW explained that there are processes in place to support the Y8 male numbers in that cohort.</p> <p><u>Staffing</u>  RB advised that there was a healthy recruitment drive which has been successful. This took place via Zoom and Teams.</p>

21 staff were appointed, and all are enthusiastic. The induction process in place for them, including the Behaviour and climate for learning processes as well as teaching & learning was outlined.

The training in place for NQT's and those ITT staff was also detailed.

The first meeting of the staff wellbeing group is taking place on the 1<sup>st</sup> October and feedback will be given back at the next meeting.

**Q – Are we still using Bio-Me?**

A – RB explained how the wellbeing programme and services offered will be delivered to staff.

**Q – Is the programme available to all staff (not just teaching staff)?**

A – Yes.

**Q – Did all NQT's complete their first year?**

A – Yes.

Capital build programme

MW detailed the areas visited by the Directors prior to the meeting. He explained that many projects had been completed over the summer including the new netball courts, the school gym, a CAD/CAM suite, upgraded CCTV cameras and the schools new conference room.

The issues with the outside area and the delays being experienced were noted and the tender process will be run again in October.

Eddisons have been on site in relation to the phase 1 work on the roofs.

A survey is being carried out to ensure safety on site, including being Covid safe, whilst work is taking place.

This is a 27-week project and MW has queried the companies Covid processes. The Company have stated that there will be no interaction with students. He was reassured by the processes in place. If there is an issue with safety the Company will delay any phase of work as deemed necessary. MW noted that Phase 3 may well be delayed for a year as a result.

LT summarised the re-opening of school including the plan put in place.

Bubbles and zoning were discussed with staff throughout June & July as well as over the summer break.

The final update from the DfE was received on the 28<sup>th</sup> August. He explained how Y8 was the first cohort returning which allowed for the processes in place to be monitored.

Staff have embraced the risk assessment carried out and given feedback where needed. There was a desire to get the students back in and all returned on 8<sup>th</sup> September. We experienced the best ever first week of attendance which demonstrated the demand for a return to school. There has been little anxiety seen in students and the DV attendance has been very good.

MW noted the reduction in attendance at other Calderdale school and 94% at RHS shows the confidence students and parents have in the school.

There have been very few issues with staff and testing has been undertaken where needed.

There has been a positive test with a student in the second week and this was a learning curve for all involved.

The support provided by the LA was excellent.

Home learning provision, which is in place for those self-isolating, was also detailed and the roll out of this has gone very well. There has been a high number of the students accessing this. Y9 are expected to follow their full curriculum as a result of the online learning provision.

RB explained the process for teachers to facilitate the online learning for

		<p>students.</p> <p>PC stated that the school has done a fantastic job and the statement sent by MW to the local press was noted as excellent.</p> <p>LT outlined the process to be followed when there is a positive case in school.</p> <p><b>Q – When arriving and leaving are the students in close proximity to each other?</b></p> <p>A – Wherever practical they socially distance and guidance is given to all.</p> <p>LT advised that Y9 are returning to school on Monday following a period of self-isolation.</p> <p>MW explained the rationale for the year group self-isolating such as social gatherings taking place outside of school etc.</p> <p>The seating plan for all classes is in place and this will enable a speedy assessment if there is another confirmed case.</p> <p>The DfE daily update on Covid in terms of reviewing the school’s Risk Assessment was noted.</p>
<p><b>11</b></p>	<p><b>SCHOOL IMPROVEMENT PLAN</b></p>	<p>The plan had been circulated prior to the meeting.</p> <p>The importance of improving the curriculum offer and practices for the students was stressed. The aim is to get the school to Outstanding.</p> <p>MW noted that this has been a good exercise in exploring the actions needed to move the school forward.</p> <p>The KPI’s were detailed to Directors.</p> <p>How Parent View and Parent evenings are used to ascertain how safe children feel in school was explained. The Permanent Exclusion target was particularly noted by IP.</p> <p>Staff retention and wellbeing which has been introduced into the plan is a key area. Overall, it was noted that there are great teachers in place.</p> <p>Providing opportunities in terms of career development was discussed and it was accepted that some may well move on to other opportunities.</p> <p>The budgetary concerns in this regard were noted by MW</p> <p><u>Quality of Teaching &amp; Learning</u></p> <p>Developing teachers and investing in teachers is a key objective and the 6-week cycle for monitoring quality of teaching was noted.</p> <p>In respect of key cohorts, the plan is to ensure that the best strategies are known by teachers in relation to underachieving Boys and DV students.</p> <p>Curriculum intent will be stressed to staff in relation to planning and sequencing across the whole school.</p> <p>The importance of this was explained to Directors.</p> <p>Developing a greater understanding of teachers’ subjects was stressed.</p> <p>The CPD in place was noted along with the monitoring taking place.</p> <p>Monitoring will be subject to external verification.</p> <p>The opportunities for personal development was summarised.</p> <p><b>Q – What are the enrichment opportunities in the current climate?</b></p> <p>A – Extra-curricular enrichment will be reviewed after half-term. We are still offering a full curriculum which allows enrichment opportunities.</p>

		<p>MW gave an example of what took place last year involving the Nursery. Music lessons are taking place and the PE challenge is still there. RB advised that Duke of Edinburgh activities will be taking place and that these enrichment activities are important in school.</p> <p>The current assessment system is being reviewed and a new system will be launched in the Term 3.</p> <p>The current system did not fully address DV and Boys etc. which has led to the review. This is as a result of the research and work which has been carried out with these cohorts.</p> <p>Culturally, it is better to talk around areas without negative connotations to students.</p> <p><u>Climate</u> Staff understanding of the systems in place in school and the importance of this was noted.</p> <p>Embedding student-led school improvement was outlined the objective of this is to demonstrate the impact of this to Directors.</p> <p>Staff have been consulted about the supporting of other staff in the building in order for them to “want” to be employed at the schools. If they can see the investment made in them it will encourage them in respect of their individual input at school. This is a high-profile element of the SIP this year.</p> <p><b>Q – How is home learning assessed?</b> A – They are following the curriculum and whole class feedback sheets are provided to address areas. The assessment calendar will run normally from next half term.</p> <p>MW explained the rationale for not carrying out testing as soon the students returned. Catch-up will be assessed next half term but it is important that the children enjoy their time in school at present.</p>
12	<p><b>PRESENTATION ON PROGRESS OF THE MULTI ACADEMY TRUST AND NATIONAL SUPPORT SCHOOL</b></p>	<p>SE explained the progress being made in developing the MAT and the work as a National Support School.</p> <p>The success of the school has enabled this take place and he noted the different areas of strength.</p> <p>The challenges are understood by all involved.</p> <p>Polaris Multi-Academy Trust is the proposed name for the MAT. The rationale for the choice of name was explained to Directors.</p> <p>Objectives of the Trust were displayed, and SE stressed the need to identify the individual DNA of all the schools who join and celebrate the unique characteristics. IP noted that this was one of the original aims when discussing the MAT so that RHS would not be seen to taking over other schools.</p> <p>The importance of learning from the primary sector was noted.</p> <p>RHS has been agreed as a sponsor by the RSC and are now on the Ofsted list as a potential Trust to be approached in respect of failing schools.</p> <p>SE now has the time to devote to this due to the restructure of the SLT at RHS. MW is now Head of School at RHS with MC being Associate Headteacher and the NSS Lead.</p> <p>The skill set and depth of the SLT was particularly noted by SE.</p> <p>The appointment of SL and the development of the Finance team has enabled greater work on the development of the MAT.</p>

		<p>There is a 3-year development plan in place and the discussions being held with other schools on joining the MAT were summarised.</p> <p>RHS as a National Support School was explained and the objectives were displayed.</p> <p>One primary head who is keen to join the MAT knew of RHS as a NSS and the school is now being promoted to other schools across the region.</p> <p>The NSS Team of SLE's has increased to reflect the growth of NSS work being undertaken.</p> <p>SE noted that he is only able to undertake this additional work due to the efforts of MC and MW.</p> <p>This increases the reputation of the Trust and also generates income.</p> <p>The NSS work completed so far was displayed to Directors. The commitment to upskilling colleagues in other schools was stressed. The objectives for RHS as a Lead school within Polaris MAT was explained. The SLT leadership was displayed including MC's role in quality assurance.</p> <p>The pipeline projects were noted:</p> <ul style="list-style-type: none"> <li>• Attracting partner schools</li> <li>• ASD provision</li> <li>• Through school/primary school application.</li> </ul> <p>SE explained the rationale for this including the discussions held with the LA. A bid will be written in October for a through school. The preferred site was noted to Directors. Other potential opportunities were outlined.</p> <p>IP noted the previous concerns expressed around the potential downside on RHS if staffing capacity is reduced in school.</p> <p>SE explained the rationale for the NSS projects being undertaken. He summarised the time spent in other schools as well the time spent online and with visitors to school.</p> <p>SE stressed that standards will not be allowed to slip at RHS, and DB noted the strength in depth at the Rastrick.</p>
<b>13</b>	<b>CORRESPONDENCE</b>	There was no correspondence for this meeting.
<b>14</b>	<b>DIRECTOR VISITS</b>	<p>The schedule of visits for Directors had been circulated prior to the meeting. It was agreed that due to Covid, Directors coming into school was not desirable.</p> <p>It was agreed that the planned visits in November would be postponed.</p>
<b>15</b>	<b>ANY OTHER URGENT BUSINESS</b>	The Code of Conduct was unanimously agreed and signed by all.
<b>16</b>	<b>ITEMS FOR THE NEXT AGENDA</b>	MAT Update
<b>17</b>	<b>CONFIDENTIALITY</b>	DB reminded all about areas of confidentiality. Agenda item 18 will be subject to confidential minutes.
<b>18</b>	<b>HEADTEACHER'S PERFORMANCE REVIEW</b>	<p><i>See confidential minutes.</i></p> <p><i>All staff left the meeting.</i></p>

		<p>DB summarised the review which had taken place. SE was felt to have had a very successful year and the results were above expectations.</p> <p>It was proposed that 2 points be awarded which will take him to the top of his scale.</p> <p><b>This was unanimously approved by Directors.</b></p> <p>DB explained that SE felt MW and MC had contributed greatly to the successes seen at the school. An honorarium has been awarded to both which equates to approximately a 1-point rise.</p> <p>How this will be dealt with in the future was discussed and the probability of SE becoming CEO of the MAT and probable positions for MC and MW were noted.</p>
<b>19</b>	<b>DATE &amp; TIME OF NEXT MEETINGS</b>	<p>Thursday 21 January 2021 at 5.00pm</p> <p>Thursday 13 May 2021 at 5.00pm</p> <p>Thursday 15 July 2021 at 5.00pm</p>
<b>The meeting closed at 7.20pm and DB thanked all for attending.</b>		
<b>Signed:</b>		
<b>Date:</b>		

**Clerk to the Governing Body:**  
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