

The Winstanley School



THE MINUTES OF THE LOCAL GOVERNING BODY MEETING HELD ON THE 18^{th} MARCH 2024 AT 3.30 PM, LOCATION, THE CUBE

Composition of the Board

NAME	TYPE OF GOVERNOR	END DATE OF OFFICE	Attended Y/N
Viv Evans	Community	03.10.2025	Υ
Gareth Owen	Community	03.07.2026	Υ
Tim Rodgers	Community	08.12.2023	N
Kelly Hounslow	Community	09.07.2027	N
Dave Bennett	Headteacher		Υ
Pankaj Thacker	Staff	03.07.2026	Υ
Grant Turner	Staff	03.07.2026	Υ
Rosemary Campbell	Parent	26.02.27	Υ
Vacancy	Community		
Vacancy	Community		
In Attendance			
Nicki Green			Υ
Andy Smith	Trustee		N
Jane Mullins	Potential Parent Governor		Υ

AGENDA NON-CONFIDENTIAL

Meeting Folder

ITEM NO	ITEM	Action	Due
1.	WELCOME AND APOLOGIES All Governors were welcomed to the meeting. Apologies were accepted from TR, KH and AS. In the absence of TR, VE chaired the meeting. JM was introduced to the LGB, she is attending the meeting to observe as a potential parent governor.		
2.	DECLARATIONS OF INTERESTS No pecuniary interests were declared regarding the business to be discussed in the meeting.		
3.	MINUTES OF THE LAST MEETING The non-confidential minutes of the Governing Board meeting held on 12.02.24 were approved as an accurate reflection of the meeting.		
4.	MATTERS ARISING		

DATE	ITEM NO	ACTION	BY WHO	WHEN		
09.10.23	6a	Check inspiring governance and	NG	12.02.24		
05.10.25	Julia	governors for school for any	ING	12.02.24		
		potential governors. Details of any				
		potential candidates are to be				
		shared. 18.12.23. there has been no				
		response from inspiring governors				
		will continue to chase				
· ·		Governors are ceasing to exist. T hools. – Action Closed	rust is adve	ertising for		
18.12.23		Governor visit proforma to be	GO	12.02.24		
		completed for Shine Centre Visit				
Update- G	Sovernor	visit form completed – Action Closed	ı			
18.12.23	1	VE to support TR in producing a	VE/TR	20.05.24		
		governance Action plan for TWS				
Update-	VE has sh	ared the action plan she has created	for another t	trust school		
to help TF	R with dra	afting an action plan for Winstanley –	Action CFD	to the next		
		rovide an update				
12.02.24	6b	Create a 30-sec video for	DB	18.03.24		
1		parents/community, explaining				
		the role of governors and asking				
		people to apply				
opaute :	otentiai į	parent governor in attendance at meet	tilig- Action (Lioseu		
	·	DNSTITUTION/ MEMBERSHIP	ting- Action C	Lioseu		
GOVERNA	NCE - CC					
a. To not	NCE - CC e any ter	ONSTITUTION/ MEMBERSHIP The second of the s	e the next n	neeting.		
a. To not No terms (b. To not	NCE - CC e any ter of office e any go	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meters and any recruitments.	e the next neeting.	neeting. s that have		
a. To not No terms of b. To not taken	e any ter of office e any go place sin	ONSTITUTION/ MEMBERSHIP The series of office which will cease before are due to cease before the next memory vacancies and any recruitment of the last meeting (2 community gets).	e the next neeting.	neeting. s that have		
a. To not No terms of b. To not taken parent	e any ter of office e any go place sin Governo	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meeting vernor vacancies and any recruitment of the last meeting (2 community gor vacancy).	e the next neeting. ent activities governor vac	neeting. s that have cancies, 1		
a. To not No terms of b. To not taken parent A potentia	e any ter of office e any go olace sin Governo	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next metering vernor vacancies and any recruitment ce the last meeting (2 community gor vacancy). governor is in attendance at the means of the series of t	e the next neeting. ent activities governor vac	neeting. s that have cancies, 1		
a. To not No terms of b. To not taken parent A potentia Request m	e any ter of office e any go place sin Governa Il parent	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meeting vernor vacancies and any recruitment of the last meeting (2 community gor vacancy). I governor is in attendance at the meeveryone to consider who they known is in a severyone to consider who they known is a severyone to consider who consider who consider who consider w	e the next neeting. ent activities governor vac eeting to ok	neeting. s that have cancies, 1 oserve.		
a. To not No terms of b. To not taken parent A potentia Request m communit	e any ter of office e any go olace sin Governo Il parent nade for e	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meterior vacancies and any recruitment of the last meeting (2 community gor vacancy). I governor is in attendance at the meteryone to consider who they knowled be suitable for the role of community gould be suitable for the role of community.	e the next neeting. Ent activities Sovernor vace eeting to obow in the local	neeting. s that have cancies, 1 oserve. cal		
a. To not No terms of b. To not taken parent A potentia Request m communit discussion	e any ter of office e any go place sin Governa Il parent nade for y who co was held	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meterior vacancies and any recruitment of the last meeting (2 community gor vacancy). In governor is in attendance at the meteryone to consider who they know ould be suitable for the role of community and regarding how to tap into the consider who they consider who they was a suitable for the role of community and regarding how to tap into the consider who they consider who they consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who they was a suitable for the role of community and regarding how to tap into the consider who tap into the consider who tap into the consider who tap int	e the next neeting. Ent activities governor vac eeting to ok ow in the loc munity Gov	neeting. s that have cancies, 1 oserve. cal ernor. A at already		
a. To not No terms of b. To not taken parent A potentia Request m communit discussion uses the so	e any ter of office e any go place sin Governo al parent nade for y who co was held	onstitution/ MEMBERSHIP Times of office which will cease before are due to cease before the next meter of the last meeting (2 community gor vacancy). If you was a subject of the role of community and the suitable for the role of community and regarding how to tap into the controller other activities, and how to build of the role of community and regarding how to tap into the controller other activities, and how to build of the role of community and the role of community and regarding how to tap into the controller of the role of community and regarding how to tap into the controller of the role of community and regarding how to tap into the controller of the role of community and the role of	e the next nate of the section of the relation the relation the relation of the section of the s	neeting. s that have cancies, 1 oserve. cal ernor. A at already		
a. To not No terms of b. To not taken parent A potentia Request m communit discussion uses the so	e any ter of office e any go place sin Governo Il parent nade for y who co was hele chool for has with	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meterior vacancies and any recruitment of the last meeting (2 community gor vacancy). In governor is in attendance at the meteryone to consider who they know ould be suitable for the role of community degrating how to tap into the controller other activities, and how to build on the Stephen Lawrence Centre at Expressions.	e the next neeting. ent activities governor vac eeting to ok ow in the loc munity Gov nmunity that on the relation	neeting. s that have cancies, 1 oserve. cal ernor. A at already ionships	D.P.	3
a. To not No terms of b. To not taken parent A potentia Request m communit discussion uses the so the school Action: Co	e any ter of office e any go place sin Governo Il parent hade for y who co was held chool for has with	onstitution/ MEMBERSHIP Tims of office which will cease before are due to cease before the next movernor vacancies and any recruitment of the last meeting (2 community gor vacancy). Igovernor is in attendance at the moveryone to consider who they know a consider who they know they are the role of community gor vacancy). If the suitable for the role of community gor vacancy is in attendance at the movey of the suitable for the role of community gor vacancy is in attendance at the movey of the suitable for the role of community gor vacancy is in attendance at the movey of the suitable for the role of community gor vacancy.	e the next nate of the section of the relation of the section of t	neeting. s that have cancies, 1 oserve. cal ernor. A at already ionships	DB	20
a. To not No terms of b. To not taken parent A potentia Request m communit discussion uses the so the school Action: Co interested	e any ter of office e any go olace sin Governo il parent nade for y who co was held chool for has with intact Ste in the ro	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meter of the last meeting (2 community gor vacancy). If you was a consider who they know the suitable for the role of community of the role of community and the stephen Lawrence Centre at Exphen Lawrence Centre to see if an one of community governor at Wins	e the next nate of the next relations of the relation the relation to the relation the would tanley.	neeting. s that have cancies, 1 oserve. cal ernor. A at already ionships	DB	2
a. To not No terms of b. To not taken parent A potential Request m communit discussion uses the school Action: Co interested c. To no	e any ter of office e any go place sin Governo Il parent hade for y who co was held chool for has with intact Ste in the ro	onstitution/ MEMBERSHIP Tims of office which will cease before are due to cease before the next movernor vacancies and any recruitment of the last meeting (2 community governor is in attendance at the moveryone to consider who they know buld be suitable for the role of community derivations and how to build on the Stephen Lawrence Centre at Exphen Lawrence Centre to see if an ole of community governor at Wins Governor Training undertaken si	e the next nate of the section of th	neeting. s that have cancies, 1 oserve. cal ernor. A at already ionships I be	DB	21
a. To not No terms of b. To not taken parent A potentia Request m communit discussion uses the so the school Action: Co interested c. To no (Mand	e any ter of office e any go olace sin Governo Il parent nade for y who co was held chool for has with intact Ste in the ro te any atory: Sa	onstitution/ MEMBERSHIP Tims of office which will cease before are due to cease before the next meterior vacancies and any recruitment of the last meeting (2 community governor is in attendance at the meteryone to consider who they know ould be suitable for the role of community dependent of the suitable for the role of community governor at the stephen Lawrence Centre at Exphen Lawrence Centre at Exphen Lawrence Centre to see if an ole of community governor at Wins Governor Training undertaken singeguarding, Prevent (Autumn terments)	e the next nate of the section of th	neeting. s that have cancies, 1 oserve. cal ernor. A at already ionships I be	DB	20
a. To not No terms of b. To not taken parent A potential Request m communit discussion uses the school Action: Co interested c. To no (Mand Govern	e any ter of office e any go place sin Governo Il parent hade for y who co was held chool for has with in the ro te any atory: Sa nor train	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meterior vacancies and any recruitment of the last meeting (2 community governor is in attendance at the meteryone to consider who they know ould be suitable for the role of community derivations and how to build on the Stephen Lawrence Centre at Eaphen Lawrence Centre at Eaphen Lawrence Centre to see if an ole of community governor at Wins Governor Training undertaken sing 2023-24	e the next nate of the section of th	neeting. s that have cancies, 1 oserve. cal ernor. A at already ionships I be est meeting ring term)	DB	20
a. To not No terms of b. To not taken parent A potentia Request m communit discussion uses the so the school Action: Co interested c. To no (Mand Govern VE has co	e any ter of office e any go olace sin Governo Il parent nade for y who co was hele chool for has with ntact Ste in the ro te any atory: Sa nor train omplete	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meter of the last meeting (2 community gor vacancy). If you was a consider who they know the suitable for the role of community gor other activities, and how to build on the Stephen Lawrence Centre at Eaphen Lawrence Centre at Eaphen Lawrence Centre at Eaphen Lawrence Centre to see if an ole of community governor at Winst Governor Training undertaken sing a consider the community governor at Winst Governor Training undertaken sing a consider the National College complete the consideration of the consideration	e the next nate of the section of the local munity Government of the relation of the relation of the local munity the section of the relation of the relation of the local munity the section of the local munity the section of the local munity of t	neeting. s that have cancies, 1 oserve. cal ernor. A at already ionships I be est meeting ring term) ing. It was	DB	20
a. To not No terms of b. To not taken parent A potential Request m communit discussion uses the school Action: Co interested c. To no (Mand Govern VE has co confirmed	e any ter of office e any go olace sin Governo Il parent hade for was hele chool for has with intact Ste in the ro te any atory: Sa nor train omplete that the	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meter of the last meeting (2 community gor vacancy). If you was a consider who they know the suitable for the role of community and regarding how to tap into the consider who they know they are considered to the considered consid	e the next nate of the sections. The sections of the relation the relation the relation the sections of the se	neeting. s that have cancies, 1 oserve. cal ernor. A at already ionships I be est meeting ring term) ing. It was to 08.05.24.	DB	20
a. To not No terms of b. To not taken parent A potentia Request m communit discussion uses the school Action: Co interested c. To no (Mand Govern VE has co confirmed A reminded	e any terport of office e any good olace singular of office e any good olace singular of order of the switch office of the switch office offic	onstitution/ MEMBERSHIP The series of office which will cease before are due to cease before the next meter of the last meeting (2 community gor vacancy). If you was a consider who they know the suitable for the role of community gor other activities, and how to build on the Stephen Lawrence Centre at Eaphen Lawrence Centre at Eaphen Lawrence Centre at Eaphen Lawrence Centre to see if an ole of community governor at Winst Governor Training undertaken sing a consider the community governor at Winst Governor Training undertaken sing a consider the National College complete the consideration of the consideration	e the next nate of the leeting. Ent activities overnor vacueting to obtain the local munity that on the relation the relation the relation the lating of the	neeting. s that have cancies, 1 oserve. cal ernor. A at already ionships I be est meeting ring term) ing. It was to 08.05.24. training. DB	DB	20

D. The Governance Handbook has been replaced by the <u>Academy Trust</u> Governance Guide.

It was advised that there are now two separate DfE guidance one for academies and one for maintained schools.

6. SCIENCE FOCUS

PK provided an overview of science with a particular focus on results at key stage 4.

To put the information provided into context the data that was presented was compared with the details given in the last update.

Details of the approach to science at Winstanley were given, including that all year 9 students start by taking three separate science subjects. In preparation for GCSE, assessments are completed throughout the academic year. From this, it is found that students are good at recalling information from smaller topics but struggle with more in-depth information and writing for extended periods. By year 10 a lot of data has been gathered and is used to help evidence the courses should take for GCSE. This means that some students will remain on separate subjects and others will change to combine science for GCSEs. At the same time, it is decided if students will take the higher or foundation papers. Groups are initially of mixed ability, but they are streamlined more as it gets nearer to the exams.

DATA

The WAG2 data from February 2024 was shown compared to the WAG2 data taken at the same time last year and rag rated to show differences.

Following the mock exams analysis, the data has been updated to show how predicted results have improved.

Details of the science revision plan for 23-24 and the support provided were shared with the LGB.

There is a plan to have workshops to help students respond to questions which require longer answers. This is an area that students struggle with and require additional support. Revision support is well attended on Fridays after school.

Parent communication has improved to keep them updated on the topics being covered and how they can help their child prepare for the exams.

An update on whole-school interventions for exam support was provided, including details of walk-and-talk exams.

Q. Are English, maths and science departments working together to have a consistent approach to the common language used in exam questions?

A. There is a lot of overlap between subjects, such as maths calculations being used in science and having structured responses similar to English.

DB suggested a meeting between the heads of the three departments to discuss similarities and how they can share best practices and strategies for exam preparation.

Q. Are any of the exam techniques discussed shared with parents?

A. We have shared some details but could share more. We have previously ran parent workshops but have had limited engagement.

Details provided for ongoing science support included:

Google Classrooms

Revision guides

Access to online systems, Seneca and Kay Science

PK was thanked for his presentation as it helped the LGB to understand where the focus of the science department is.

7. SAFEGUARDING

VE has met with the DSL to check the SCR and talk through any safeguarding issues during the term.

VE confirmed that the SCR was robust and up to date. Repeat DBS have been carried out on 50% of staff who have been employed by the school for five years or more.

There have been 669 incidents between Christmas and February with mental health and well-being a main area of concern. The high number of incidents equates to a substantial amount of time to log, track and investigate each incident. The difficulty of looking after child protection, children in need and section 20 cases was highlighted as part of the safeguarding update, as well as staff willingness to train to support in this area.

There is a plan for DSLs to train in a particular safeguarding specialism to create experts in different areas for the school to call upon when needed. Winstanley has become a Trauma-informed pilot school.

The governors were provided with an overview of the support and challenge that the trust provides and how this helps the school keep on track and up to date with the requirements for Safeguarding.

8. DIRECTORS REPORT

• Headteacher Commentary

The headteacher's report was provided in advance of the meeting for governors to ask questions during the meeting.

As a potential new governor was in attendance, an overview of what is included in the report and how this links to the strategic wheel was provided. Q. Are the attendance figures a normal representation with year 7 having the highest and year 11 having the lowest?

A. Yes, it's normal for year 7 to be highest as they continue the pattern of higher attendance from primary school. Having more students from the county this year may impact the figures.

An overview of the initiatives across the trust was given to raise attendance, including FRAPS which focused on raising PA attendance. It is expected that attendance will improve as the current year 10 and 11 leave and students who are used to the new ways of working progress through the school.

DB provided an overview of what being a trauma-informed pilot school means and what Winstanley gains from being part of the process including staff training.

Winstanley is part of the city behaviour partnership and has undergone a review. Members of the SLT from Keyham Lodge came in to review behaviour and compared Winstanley to a mainstream special school for SEMH students. They commented on the amount of support the school offers to students with additional needs, which is not routinely offered by other schools in the city. Suspensions and how students are reintegrated back into school was highlighted as an area for improvement during the review

Q. What are they recommending you do?

	A. To put more focus on building the relationship with students when they		
	return after suspension, to try and break the cycle of them repeating the		
	same behaviour and being suspended again,		
	Action- Full report from the behaviour review to be brought to the next	DB	20.05.24
	governor Meeting.		
	• Risk Register An up-to-date risk register has been uploaded to the meeting folder. Any		
	changes to the register since the last governor review are in white. Exam		
	results not improving remains the top risk for the school. The second risk is		
	financial due to the budget not being available to continue with some		
	initiatives in the next academic year. How the improvement of attendance		
	has reduced as a risk but remains a concern due to being below national levels		
	was spoken about.		
9.	GOVERNOR VISITS		
J.	An explanation was provided as to how governors lead on a quadrant of the		
	strategic wheel and review an area within the quadrant when completing		
	monitoring visits to the school.		
	Monitoring Visit – Real Life		
	The purpose of the real-life curriculum is for subjects to connect and be		
	relevant to the real world. Following a pilot, all of years 7 & 8 are following		
	the real-life curriculum. During the governor's visit, cross-curricular missions		
	and challenges were observed, that encourage students to become		
	independent learners. There was found to be a good level of engagement with the missions, there were fewer poor behaviour incidents during real-		
	life sessions and good progress has been made with literacy/numeracy.		
	Showcase events have been well attended with 40% of year 7 parents		
	represented. Indicating a strong engagement from parents.		
	A long-term benefit of the real-life curriculum is that students are better		
	prepared for further education as they have been introduced to		
	independent study and thinking.		
10.	FINANCE UPDATES		
	A PowerPoint providing information about the school's financial position is		
	included in the meeting folder. VE commented on how fair and open the		
	information shared in the presentation was.		
	Highlights of the update are:		
	The school is facing a deficit budget of £294,000, if spending remains		
	the same. This is not feasible, and steps are being taken to reduce it.		
	Staff have been informed and are supportive of the situation.		
	Some money received must be spent on its intended purpose and san't be used as a cross budget spend		
	can't be used as a cross-budget spend.		
	 Costs have risen more than government funding increases. Staff costs account for 84% of the budget. 		
	Suggestions for reducing deficit:		
	Shine Centre and Burrow (Kingsway) staff to work flexibly across both		
	sites.		
	 Sharing expertise across the MAT to share costs with other MAT 		
	schools.		
	Consider staff flexible working.		
51 D 2 C 0			

	give students the support they need, and they continue to reach their true potential. Q. What support does the Life MAT provide to headteachers to manage budget deficits? A. The CEO provides coaching at which options are discussed and the Chief		
	Financial Officer at the trust works with us to provide support. Sufficient support is offered by the trust. Q. Have you picked up on any staff anxieties since the update you gave to them on the financial position? A. A little but not as much as anticipated, I don't expect staff would initially discuss their concerns with SLT and concern may filter through over the coming weeks. We have been honest and transparent with our communications and the door is open for staff to come and talk to us should		
	they have any concerns.		
11.	 CHAIRS UPDATE Complaints There has been 1 parent complaint which has progressed to stage 2 of the complaints policy. A panel of governors will be required to hear the 		
	complaint. Action: Send an email to request available times and dates from governors to form a panel to hear a stage 2 complaint • Chairs Group	NG	20.05.24

requests has increased throughout the academic year.

A request has been made by the chairs group for a shortened version of the scheme of delegations, to cover LGB responsibilities, for ease of reference.

12.	POLICIES		
	Behaviour Policy- Mobile Phone update		
	Q. Has the same stance on mobile phones been made in all Life MAT		
	schools?		
	A. There isn't a cross the MAT approach, but most schools have already		
	banned mobile phones.		
	The mobile phone amendment to the behaviour policy was approved.	DB	20.05.24
	Action: Update on any impact on behaviour following the introduction of		
	the new mobile phone policy		
	Internal Evacuation Policy		
	It was clarified that this was a procedure and not a policy. The document has		
	been added to the meeting folder for governors' awareness.		
	Business Continuity Plan		
	The purpose of the business continuity plan was clarified and where the		
	document will be stored for ease of access should it be required.		
	It was pointed out that Grant's name is in the document as a member of		
	staff with responsibilities but there is no contact phone number.		
	Action: The business continuity plan is to be updated to ensure anyone who		
	has designated responsibility within the plan has a phone number recorded.	DB	20.05.24
13.	АОВ		
	A thank you was given by the governors to all Staff, for their hard work that		
	has gone into getting everything completed in such a short term.		

The meeting finished at 6 pm