



Local Governing Body Meeting

Tuesday 30th September 2025 at 5pm

MINUTES

MEETING HELD IN THE LIBRARY

PRESENT

ATTENDING

John Hannynhton – Chair JH
Ben Phillips – Deputy Head of School BP
John Perrem JP
Alex Steward AS
Rachel Welch RW
Martin Langsdon ML

Sarah Rankin – Clerk SR

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
JH welcomed Governors to the first meeting of the academic year. There were apologies from DH, KD and CL. BP stood in for DH. There were no declarations.	

2. ELECTION OF THE CHAIR AND VICE CHAIR

	ACTIONS
JH was thanked for his work as Chair over the last academic year. JH agreed to stand as Chair for a further year and this was unanimously approved by all present. ML was voted in as Vice Chair for a further year.	

3. LGB CODE OF CONDUCT AND DECLARATIONS OF PECUNIARY INTERESTS

	ACTIONS
All Governors agreed to abide by the LGB Code of Conduct. The Clerk asked Governors to update their pecuniary interests on Governor Hub to allow publication on the website.	ALL

4. MINUTES OF THE MEETING OF 1ST JULY AND MATTERS ARISING

	ACTIONS
The minutes from the meeting of 1 st July were approved for accuracy.	
Matters arising: Alternative Provision Assessment Centre: BP advised that this has now been approved by the Trust and NCC, although it is has not been confirmed whether the works will take place during the Easter or Summer holidays. Governors asked is there is a financial impact for	



the school. BP confirmed that all funding is coming from NCC. Concerns were raised that if there are staffing issues at the Centre, then SHS staff could be called in to cover. **Governors discussed the issues raised at the LGB meeting on 1st July regarding the potential impact on the school.** It was agreed to keep this on the agenda for the next meeting.

5. HEAD OF SCHOOL'S REPORT

	ACTIONS
<p>Sheringham on a page (SONAP) Circulated in advance of the meeting. The following was discussed:</p> <p><i>GCSE Results:</i> really pleasing. BP noted that the disadvantaged gap has reduced and the results of high prior attainers has increased significantly. The huge amount of work put into the scholarship group was recognised, with a change of culture appreciated.</p> <p><i>Year 10 mock results:</i> lower than expected. BP advised that this will drive departments to look at gaps and put in interventions.</p> <p><i>Post 16 results:</i> in line with expectations.</p>	
<p><i>Personal development:</i> agreed to be a real strength of the school, led by Becky Shepherd. JP raised the cost of some of the PD opportunities this year. BP explained that a variety of opportunities are offered including two free options to ensure choice for parents. However BP was in agreement that more free options should be available. RW questioned whether there are more options coming as the current list will not accommodate all the pupils.</p> <p>BP TO CHASE UP.</p>	BP
<p><i>Attendance:</i> BP reported that by the end of last year, overall attendance was below national average. Governors were reassured that the focus this year is to improve attendance by creating a positive culture around attendance and a whole school approach. Good attendance will continue to be rewarded. It was agreed that the target is improvement rather than perfection, as there will always be legitimate reasons for absence. BP advised that the attendance policy has clear stages to follow, with the key being consistency. Sharon Ransome has been contacting the parents of new Year 7 students with historical attendance issues at primary school.</p>	
<p><i>Behaviour:</i> BP reported a significant decline in the number of suspensions over the last few years. However a number of students with challenging behaviour at the school was acknowledged. Four permanent exclusions over the last academic year were noted, which have a financial impact on the school. BP advised that currently behaviour is good across the school with systems in place and rules being followed but noted that historically this dips in weeks 4 and 5 of term.</p>	
<p>Data on behaviour incidents for last academic year was tabled. The grading of incidents was explained, with -1 being for (as an example) uniform, and -3 being removal from lessons and disruption to learning. Governors observed the large percentage of incidents pertaining to boys across each year group. BP advised that Mr Green is now mentoring a cohort of boys regarding their poor behaviour.</p>	
<p>Governors raised the negative feeling nationally around immigration and the flood of flags across the country, and asked whether this has filtered through to students and if so how it is being addressed. BP acknowledged that the use of racist language is on the</p>	



increase. BP advised that assemblies are held which address these issues, and that the local PC attends school to give talks on such topics. Governors agreed that the key is to develop critical thinking skills in children to allow them to form balanced opinions, and felt that the school is well placed to educate children on these topics. Governors were pleased that the school is proactive in addressing these issues.	
<i>Staff wellbeing:</i> it was reported that whole staff briefings have now been reduced to 2 a week. BP advised that staff are concerned about the deficit. Cover during long term sick leave was discussed and Governors recognised the extra pressure this puts on staff and in particular the SLT. Governors recognised the extra work that the admin team do which sometimes go unnoticed.	
<i>SIDP:</i> draft circulated.	
<i>Financial data:</i> concern raised at limited information relayed to Governors via SONAP.	
<i>Sixth Form:</i> a report from RK was circulated in advance of the meeting. Governors noted that some subjects were going ahead despite numbers being less than 10. Concern was raised for the future of certain subjects with low uptake. Governors observed that some students had withdrawn their application due to the reduction in the sixth form offer, and had taken up places in Norwich and Paston. The pull of Norwich was recognized. However it was noted that a handful of students had returned from other settings to the Sixth Form.	

6. SAFEGUARDING

The following was discussed:	ACTIONS
<p><i>KCSIE:</i> very few changes this year. Additions include AI being used for seeking advice, for creating explicit images and for grooming children and the requirement for schools to use efficient filtering and monitoring systems. BP confirmed that filtering and monitoring systems were put in place last year, and have recently been upgraded to the Securas system. BP explained to Governors that all children's use of the internet at school is monitored and that anything flagged up is sent to BP, DH and TD to investigate. Staff are encouraged to be open with students regarding monitoring. The use of mobile phones was discussed. BP reported that students have been brilliant and respectful of the rules over phone usage at school, observing that students are understanding when the reasons behind the requirement are explained.</p>	
<p>BP advised that further changes to KCSIE will be coming in November/December.</p> <p><i>CPOMS:</i> BP reported that the number of incidents logged on CPOMS has increased significantly year on year. BP clarified that the increase is due to improvement and increased confidence in recording, not necessarily due to an increased number of concerns.</p>	



7. SEND REVIEW

Actions
Report circulated in advance of the meeting. This external review took place before the end of last term. ML reflected on the ongoing task of upskilling staff across the school so that a whole school approach is embedded for SEND. It was acknowledged that this is improving but that there remains work to be done.
ML flagged the disruption to the SEND department that will take place with the planned relocation. It was agreed that eventually the space for the SEND department will be much improved.

8. GOVERNANCE

Actions
<p><i>New Trust Handbook and changes to governance:</i> The new Trust handbook was discussed. Changes to governance include reporting to the Education, Curriculum and Standards Committee from the SEND, Safeguarding and PP link governors twice a year, and from the Careers link governor once a year. An escalation form will also be sent back up to the Trust after every LGB meeting with a view to improve two-way communication. Governors felt that stronger communication links with the Trust are positive and will improve information flow. The importance of Governing Bodies was stressed with their local knowledge and investment in the school.</p>
<p><i>Governor roles and responsibilities:</i> Confirmed as Safeguarding: JH SEND: ML PP: KD Careers: JP Literacy: KD Wellbeing: RW</p>
<p><i>Draft governor monitoring plan:</i> JH and SR to work on this.</p>
<p><i>Governor training:</i> Positive feedback received from the new training platform National College. Required training discussed. Governors were encouraged to explore the platform and take any training that interests them.</p>
<p><i>Annual Governance Statement:</i> JH and SR to work on this and bring to the next meeting.</p>
<p><i>Annual LGB self-evaluation:</i> Agreed to complete this at next meeting. Clerk to circulate proforma and last year's form.</p>
<p><i>Dates of meetings 25-26:</i> Confirmed as follows: 25th November, 27th January, 17th March, 12th May and 30th June.</p>

9. POLICIES AND DOCUMENTS

Actions
The following policies were ratified by Governors: <ul style="list-style-type: none">• Attendance policy• Behaviour support policy



- Safeguarding policy
- Uniform policy
- Homework policy

A conversation was held regarding uniform now that all year groups are wearing the new style. BP noted that consistently in staff approach towards uniform is key and that students are proud to wear house and prefect ties and it was felt that a smart uniform is beneficial to behaviour and learning.

10. INFORMATION DISSEMINATED FROM THE TRUST BOARD

	ACTIONS
None.	

11. CHAIR'S BUSINESS/CORRESPONDENCE

	ACTIONS
None.	

12. INFORMATION FOR THE TRUST BOARD

	ACTIONS
<p>It was agreed the following would be escalated to the Trust:</p> <p>Positives:</p> <ul style="list-style-type: none">• Open and honest discussions held by the LGB.• Strong and dedicated team of passionate Governors• Superb awards evening attending by Governors. Huge congratulations to the school. A great example of community engagement. Need to encourage Trustee attendance (noted CT was present).• LGB encouraged that Mr Green is now mentoring a cohort of boys regarding their behaviour.• Very high standard of work at the Art and DT exhibition at the end of last term. Very impressive.• LGB very pleased that communication with the Trust is improving and are looking forward to feedback from the Trust. <p>Concerns:</p> <ul style="list-style-type: none">• LGB losing sight of detailed financial information.• Questions remain regarding the AP Assessment Centre. Clarity on details needed and assurance there will be no impact on staff.• Potential loss of subjects in the Sixth Form going forward due to low uptake.• Risk to the future of the Sixth Form due to local demographic.	

13. MEETING REVIEW AND REFLECTION

	ACTIONS
Above.	



14. ACTION LOG

	ACTIONS
Up to date.	

15. A.O.B.

	ACTIONS
<i>High Tide Magazine</i> : KD was volunteered <i>in absentia</i> for the next article.	KD

With no other business, the Chair closed the meeting at 7.00pm

Date of next LGB meeting: Tuesday 25th November 2025 at 5pm

Table of Actions

Item	Action	By whom	Date
3	Update pecuniary interests on GovHub	ALL	Soonest
	Further PD options	BP	By next meeting
5	Annual Governance statement draft	JH/SR	By next meeting
	Draft monitoring plan	JH/SR	By next meeting
	Self evaluation forms – circulate	SR	Before next meeting
15	High Tide article	KD	End Oct.