



## Local Governing Body Meeting

Tuesday 1<sup>st</sup> July 2025 at 5pm

### MINUTES

#### MEETING HELD IN THE LIBRARY

##### PRESENT

John Hannyngton – Chair	JH
Dawn Hollidge- Head of School	DH
Kate Davis	KD
John Perrem	JP
Alex Steward	AS
Rachel Welch	RW
Charlotte Lucas	CL
Martin Langsdon	ML

##### ATTENDING

Sarah Rankin – Clerk	SR
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Prior to the meeting, Governors had the opportunity to visit the annual GCSE and A Level Art, Textiles, Photography and DT exhibition. Governors were impressed by the exceptional standard of work and the extraordinary creativity on display. Governors felt that the department is a huge asset to the school which should be celebrated widely.

#### ACTIONS challenges DECISIONS

##### 1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
JH welcomed Governors to the meeting. There were no apologies and no declarations.	

##### 2. MINUTES OF THE MEETING OF 20<sup>TH</sup> MAY AND MATTERS ARISING

	ACTIONS
The minutes from the meeting of 20 <sup>th</sup> May were approved for accuracy.	
<b>Matters arising</b> The vacancies for teachers in criminology and psychology have now been filled, as has the kitchen manager post.	

##### 3. HEAD OF SCHOOL'S REPORT

	ACTIONS
<b>Sheringham on a page</b> Circulated in advance of the meeting. The following was discussed:	

SIGNED AS A TRUE AND ACCURATE RECORD BY THE CHAIR .....*John Hannyngton...30.9.25....*



<p><b>Data:</b> DH advised that the data has been updated following the exams and that the final predictions are good.</p> <p><b>GCSE:</b> All measures are an improvement on last year however Governors were reminded that there is always an element of guesswork with predictions given it is not known what the exam board grade boundaries will be. High prior attainers show improvement which reflects the work and interventions put in place over the year are paying off. DH confirmed that grades look to be half a grade higher than last year. In addition the disadvantaged gap has narrowed by half a grade.</p> <p><b>A Level:</b> grade average has increased to C. Psychology has dropped to D following staffing issues which have now been resolved.</p>	
<p><b>Quality of Education</b></p> <ul style="list-style-type: none"><li>• Focus on high prior attainers has been successful with a positive impact on predicted grades</li><li>• Focus on adaptive teaching showing positive impact in lesson observations and learning walks.</li></ul> <p>Next steps: audit of curriculum and assessments for adaptability and accessibility for all learners. DH reported that this was the focus of the INSET day in June.</p> <ul style="list-style-type: none"><li>• The Learning Forum carried out a review of students work with overwhelmingly positive outcomes and clear improvements, with the focus on presentation this year making a real difference.</li></ul>	
<p><b>Behaviour</b></p> <ul style="list-style-type: none"><li>• Number of suspensions lower</li><li>• External SEND reviewer last week praised the calm and orderly behaviour in the corridors and classrooms.</li><li>• Behaviour and attitude of some groups of boys a concern. It was observed that 75% of negative behaviour incidents have been received by boys. A strategy document from BP was tabled. From September 25 Drew Green will be responsible for monitoring behaviour and progress with specific groups and interventions will be put in place with the aim of culture change. DG will be line managed by BP, and will be working closely with the SM team. Areas of focus will be the promotion and development of the role of house captain, monitoring and intervention. It was observed that a similar approach has been taken at Stalham High this year with a challenging group of disengaged boys. DH will liaise with the Head of Stalham to share ideas and best practice.</li></ul> <p><b>Governors asked for clarity on the grading of behaviour incidents.</b> DH explained that these range from -1 to -4, with most of the incidents being -1 (talking in class, incomplete homework etc).</p> <p><b>Governors asked whether boys are more likely to be absentees than girls.</b> The data was reviewed and it was confirmed that there is there is very little difference in the figures: 90.49% attendance for boys and 89.72% for girls.</p>	
<p><b>Attendance</b></p> <p>Data reviewed. Overall attendance in line with national average. Year 11% low due to study leave. Attendance for children on FSM an issue.</p>	
<p><b>Redacted - Finance</b></p> <div></div>	



<p><b>Governors asked about the budget for 25/26.</b> DH advised that this has now been set and that the deficit has increased due to insufficient funding for the pay increase. The Head questioned how this issue will be resolved without national change.</p> <p><b>Governors were reassured that the Head is receiving support and training and that she has full confidence in the process, the data and the finance department.</b></p>	
<p><b>Staff wellbeing</b></p> <p><b>Governors asked how staff morale is at the present time.</b> DH acknowledged that this has been a really tough year for staff. However DH advised that staff have really pulled together to continue to provide the best possible education and environment for the students. CL added that staff are nervous about the uncertainty regarding further staff cuts and are very aware about saving money in departments where possible.</p> <p><b>Governors acknowledged that the staff are an immeasurable asset to school as demonstrated by the proud and enthusiastic staff at the exhibition this evening, by the enormous amount of work put into the hugely successful prom on Friday night, and the recent visit to the Patch amongst many other events that take place at the school.</b> AS added that staff are concerned but supporting each other and find DH an approachable and supportive leader.</p>	
<p><b>Leadership at the Trust</b></p> <p>Discussed. <b>Governors asked for clarity on the appointment of the CEO feeling that a permanent structure needs to be put in place for stability.</b> DH advised that this is being discussed at Trust level and that she is not aware of the timeframe. The positive contribution of the interim CEO was acknowledged with schools collaborating well together and building strong relationships.</p>	
<p><b>Compliance meeting</b></p> <p>DH advised that this took place on 25<sup>th</sup> June with Alastair Ogle (Quality of Education), James Claxton (HR), Andy White (IT), Mark Thorogood (Health and Safety). No written feedback yet but the Trust felt everything is moving in the right direction. DH will circulate report when received.</p>	DH
<p><b>Risk register</b></p> <p>Verbal update given.</p> <ul style="list-style-type: none"> <li>School safety and security risks: entry points have all been reviewed and new lock on front door so all visitors are buzzed in.</li> <li>Curriculum and educational delivery risks: IT issues have been improving however there was an internet outage today. IT technician in school 3 days a week and contactable on other days. Very supportive and has made a positive impact.</li> </ul>	

## 4. SAFEGUARDING

	ACTIONS
JPH attended the regular meeting with BP. Nothing new to report. Persistent absenteeism continues to be a problem. Safeguarding audit close to completion and will be circulated to	



governors. It was agreed that BP will attend the first meeting of the year to give governors an update first hand. Governors were reminded that they are welcome to attend the safeguarding session on INSET day (1<sup>st</sup> September).

## 5. ALTERNATIVE PROVISION ASSESSMENT CENTRE UPDATE

	ACTIONS
<p>DH gave Governors an update on the AP proposal:</p> <ul style="list-style-type: none"> <li>Queries remain around staffing. DH is not happy with the proposed one teacher and two TAs structure and has asked for two teachers and one TA. This is under discussion. A compromise could potentially be one teacher, one pastoral teacher and one TA, but more information is required on this option.</li> <li>Costings supplied by SHS regarding furniture are being queried by NCC</li> </ul> <p><b>Governors were concerned about the potential impact to staff at the school. Concern was also raised regarding the impact on SLT given that the overall responsibility for the unit would sit with the school. The need for appropriate staffing was therefore viewed as paramount, with SLT involvement as line manager with no direct involvement. It was agreed that the school should only go ahead if provision for current students is improved. It was agreed that if NCC are unable to guarantee that there will be no impact on the school, then the risk is too great. Governors warned against being rushed into making a decision. The cost element of DH's time already spent on the proposal was flagged and Governors were keen that this cannot be repeatedly revisited advising that a timeframe for the decision should be insisted upon.</b> This was agreed.</p> <p><b>Governors asked if NCC are aware of the school's deficit.</b> This was confirmed.</p> <p><b>Governors asked about disruption to the school if work isn't carried out over the summer.</b></p> <p>DH advised that given that there will no longer be a music offer, the disruption to music will be minimal as per music lessons can be relocated easily.</p>	

## 6. SEND REVIEW FEEDBACK

	ACTIONS
<p>The SEND review took place on Tuesday 24<sup>th</sup> June with Sally Garrett who spent the day in school exploring all aspects of SEND provision. RW had a positive meeting with SG, as a governor and parent of a child with SEND. DH received verbal feedback at the end of the day which was largely very positive with the main recommendation being the firming up of CPD for staff. DH will circulate the report when received. ML was unable to attend the meeting, but is meeting with Rachael Harding before the end of term.</p> <p>Clerk to add review to the September agenda.</p>	DH

## 7. GOVERNANCE

	ACTIONS
<p><b>Monitoring:</b></p> <p>Library visit. KD visited the library to see how students use and benefit from accessing the library during break and lunchtimes. The importance of this staffed safe space was clear. It</p>	



was agreed that the library contributes to the mental wellbeing of students and is a huge asset to the school.	
<p><b>Training:</b> The recent Trust training sessions were discussed. Sessions were well attended by SHS governors who found them valuable and worthwhile.</p> <p><b>Wellbeing:</b> Governors felt there was a lot expected of staff and questioned how anything additional could be carried out without extra support. RW advised that she is meeting with Tash this week for her regular catch up meeting to look at the draft Health and Wellbeing policy that TD has put together. The Trust wellbeing group was discussed. This is led by James Claxton, Director of People. The wellbeing of SLT was discussed. DH advised that staff can access external supervision meetings if needed.</p> <p><b>SEND:</b> clear message that the government wants more children in/to remain in mainstream education. SHS focus on inclusive adaptive teaching means that the curriculum is available to all. Resources were discussed. DH advised that notification has been received from NCC that only £95K will be received in funding for SEND, the additional funding required need to be found from the school budget.</p> <p><b>Governors asked if staff CPD for quality adaptive teaching is generated in house.</b> This was confirmed. DH advised that this was looked at as part of the external SEND review. It was noted that Sarah Hookaway works on CPD as part of her secondment to SLT. Research is carried out widely and material is then adapted by the SLT for use in CPD sessions. Verbal feedback from the SEND reviewer was positive with more detailed feedback anticipated in the written report.</p>	

## 8. POLICIES AND DOCUMENTS

	ACTIONS
<p><b>Behaviour policy:</b> changes to the behaviour policies were approved.</p> <p>There were no Trust policies.</p>	

## 9. INFORMATION DISSEMINATED FROM THE TRUST BOARD

	ACTIONS
None.	

## 10. INFORMATION FOR THE TRUST BOARD

	ACTIONS
ML will attend the Chairs' meeting in JH's absence. It was agreed he will ask about the Trust leadership structure going forward.	

## 11. CHAIR'S BUSINESS/CORRESPONDENCE

	ACTIONS
None.	

## 12. ACTION LOG

	ACTIONS
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Up to date.	
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### 13. DATE AND TIMES OF MEETINGS 25/26

	<b>ACTIONS</b>
Autumn term: 30 <sup>th</sup> September and 25 <sup>th</sup> November.	

### 14. A.O.B.

	<b>ACTIONS</b>
<b>Sports field:</b> DH advised that a meeting has been held with Sheringham Sports Association regarding the development of the top field. A proposal submitted to the Town Council includes a separate entrance, club house, cricket pitch and car park available for the school and the community.	
<b>Awards evening:</b> this is taking place on 14 <sup>th</sup> July. Governors were invited to attend. DH asked if anyone was available to present some prizes. KD, KW and JP agreed to help out. It was noted many of the prizes will be handed out by the event sponsors.	
The Chair thanked everyone for all their support during a particularly challenging year and wished everyone a relaxing break.	

With no other business, the Chair closed the meeting at 6.30pm

**Date of next LGB meeting: Tuesday 30<sup>th</sup> September 2025 at 5pm**