



**Part 1 Minutes of the Meeting of the
FULL GOVERNING BODY
of Helsby High School**

Date:	Monday 26th September 2022 at 6.00pm	
Venue:	School	
Present:	Ms G Fullbrook Mr M Hill Mr M Garvey Mr T O'Neill Mrs A Critchley Ms R Clarke Mrs K Lowe Mr R Allerston	Co-opted Governor Head Teacher LA Governor Co-opted Governor Co-opted Governor Staff Governor Parent Governor Parent Governor
Absent:		
In attendance:	Mrs S Warburton Mr M Vickers John Addison	Deputy Head Teacher School Business Manager Clerk

The meeting met its quorum.

Decisions, actions and areas of challenge during discussions indicated in bold text

Agenda item 1	APPOINTMENT OF CHAIR AND VICE CHAIR
Discussion:	The Clerk sought nominations for the position of Chair and Vice Chair of the Governing Body to September 2022. MH paid tribute to the work of Gail Fullbrook over her three years as Chair of the Governing Body which was also supported by the Governors present.
Resolved (unanimously)	That I Devereux-Roberts and H Coy be appointed Chair and Vice Chair of the Governing Body to September 2023.

Agenda item 2	APPOINTMENT OF CHAIR FOR THE MEETING
Resolved	That in the absence of the Chair and Vice Chair G Fullbrook be appointed Chair for this meeting of the Governing Body.

Agenda item 4	WELCOME AND APOLOGIES FOR ABSENCE
Discussion:	The Chair welcomed all present and advised that apologies for absence had been received and accepted from I Devereux-Roberts, H Coy, A Pierre-Louis and A Wheeler

Agenda item 5	APPOINTMENT OF CLERK TO THE GOVERNING BODY 2022/23		
Decision:	That John Addison of Second2None School Support be appointed as Clerk to the Governing Body for 2022/23.		
Agenda item 6	ANNUAL DECLARATIONS		
Discussion:	<p>1. Governors were required to read, complete and sign the declaration statement in relation to the following:</p> <ul style="list-style-type: none"> • Declaration of pecuniary, personal and educational interests; • Code of Conduct; and • Confirmation of eligibility <p>2. Governors were asked to check their details on the GIAS form were correct.</p> <p>3. Governors were asked to check that the School had an enhanced DBS check for them.</p>		
Action:	What:	Who:	When:
	The information received from the Governors in relation to their pecuniary, personal and educational interests be summarised in readiness for updating the DfEs Government Information About School website (GIAS) .	JA	ASAP
	From the summary form the information would be updated on the GIAS form.	JA	ASAP
Agenda item 7	MINUTES OF THE LAST MEETING		
Discussion:	The Governing Body considered the minutes of the meeting of the Governing Body held on 18th July 2022.		
Resolved:	That the minutes of the meeting of the Governing Body held on 18th July 2022 be approved as a correct record.		
Agenda item 7	GOVERNANCE ISSUES		
Discussion:	<u>Instrument of Governance</u> Governors were advised that there had been no amendments to the Instrument of Governance		
Resolved:	That the Instrument of Governance be approved		
Discussion:	<u>Vacancies</u> The Chair advised that Dr A Morley had submitted his resignation from the Governing Body which meant that vacancies existed for 3 Co-opted Governors.		
Resolved:	That expressions of interest be sought from persons who might wish to be co-opted onto the Governing Body		
Discussion:	<u>Committees</u> Details of membership for the following Committees were circulated <ul style="list-style-type: none"> • Quality of Education Committee • Resources Committee • PDBA Committee Discussions also took place around the composition of the Pay Panel		
Resolved:	<ol style="list-style-type: none"> 1. That the membership of the above Committees be approved 2. That Chairs and Vice Chairs be appointed at the first meetings of the Committees. 3. That the School Business Manager seek expressions of interest and availability from Governors in respect of holding a meeting of the Pay Committee before 31st October 2022 		
Discussion:	<u>Governing Body Strategic Planning Day</u>		

	Governors discussed whether to hold a Strategic Planning Day in Spring 2023.		
Resolved:	1. That a Strategic Planning Day be held in the Spring term 2023 at Foxhill . 2. That the notes from the previous event be re-circulated to Governors		
Action:	What:	Who:	When:
	Notes from the previous Strategic Planning Day be circulated to Governors	GF	ASAP
Agenda item 8	HEADTEACHERS REPORT		
Discussion:	<p>The Headteacher submitted his report which provided the following detailed information.</p> <p>End of the Summer Term The year ended with a Leavers’ BBQ attended by staff and students who left Helsby during the pandemic. Particular thanks were paid to staff who put in so much work to ensure a successful event.</p> <p>Summer Holidays Key developments included the installation of “Community” and “Well-Being” wall art in break-out spaces and outside the Dining Hall, the launch of the new school website and the running of a Summer School in conjunction with the Liverpool FC Foundation to support vulnerable Year 6 students on their transition to HHS. GF asked if there had been any noticeable impacts following this initiative. SW advised that Year 7 students appeared to have settled well.</p> <p>Summer 2022 Exam Results A detailed breakdown would be given at the meeting of the Quality of Education Committee in October but in summary Year 13 results were strong whilst Year 11 results were viewed as sound with an estimated progress 8 of +0.04. The performance of disadvantaged students continued to be a clear area of development.</p> <p>Autumn Term The start of the new term had generally gone well, with the school welcoming its largest ever Year 7 cohort who were settling well after having the benefit of a full transition programme. Although Year 12 numbers were lower than expected this had been mitigated by careful curriculum planning in line with the anticipated numbers.</p> <p>Strategic Planning Update The preparation of the School Development Plan had been delayed ensuring that it took account of examination results and also to allow the new members of the SLT to have an input into the process. Detailed 2022-23 Plans would be presented to Governors at the relevant committee meetings.</p> <p>DfE White Paper Progress had slowed politically on the proposals contained in the White Paper which would suggest that the discussion at the July FGB around formulating a small working party of Governors to discuss the implications for the school was not now so urgent.</p> <p>PAN/New Build Update A letter from the Governing Body to the CWaC Admissions Team seeking certain reassurances around the discussions into increasing the PAN had been circulated in advance of the meeting. It was suggested that owing to the complexities around this issue, a small sub-group of Governors should be established to give detailed scrutiny to the proposal.</p>		

	<p>Sadness MH referred to the death of a student over the Summer holidays which had been compounded by the nation's sadness following the death of Her Majesty Queen Elizabeth II. MH commented that he was proud of how the school responded to both events and school had been heavily involved in supporting the student's family.</p>
Resolved:	<ol style="list-style-type: none"> 1. That the report be noted. 2. That a Working Party of H. Coy, M. Garvey, A. Wheeler, T. O'Neill and A. Critchley be established to give detailed scrutiny to the possible new build proposals and PAN increase

Agenda item 9	POLICIES
Discussion:	<p>The following Policies were put before Governors for approval</p> <ul style="list-style-type: none"> • Accessibility Plan; • Allegations of Abuse Against Staff Policy; • Attendance Policy; • Equality Information; • Governors' Allowances Policy; • Safeguarding Policy; and • Uniform Policy.
Resolved:	That subject to the comments and suggestions made at the meeting , the Policies be approved.

Agenda item 10	DATES OF FUTURE MEETINGS
Decision:	<p>Monday 12th December 2022 Monday 27th March 2023 Monday 17th July 2023</p>

There being no further business the meeting ended at 7.05pm