

**Minutes of a meeting of the Education and Standards Committee of the Governors of Queen Elizabeth Grammar School, Penrith, held on Wednesday 25<sup>th</sup> April 2018 at 6.00pm.**

**Present:**

Ms Joanne Mills (in the Chair), Dr Tyrone Castles, Mrs Tine Boving-Foster, Mr Paul Buckland, Dr E Mawson, Mr Rob Shephard, Mr Alastair Worth and Mr M Bauer.

**In Attendance:** Mr David L Brown (deputy Clerk to Governors) and Mrs Rebecca Chapman (representing the Senior Management Team)

5 Governors in Attendance

Quorum per Terms of Reference-4

1. Apologies for Absence

Apologies were accepted for Mr Charlie Hansford.

2. Declarations of Interest in Agenda Items

None

3. Minutes of the meeting on 17<sup>th</sup> February 2018

These were approved, but it was noted that it would be unnecessarily onerous to require a Headteacher's report to be circulated before the meetings of the Committee; it will be sufficient if Mr Buckland gives an oral report at future committee meetings, it was agreed.

4. Matters Arising- Safeguarding

Ms Mills reported that she had attended a recent training course for governors in the county whose special responsibility is safeguarding. She benefitted from the two hour course and suggested that all governors should be updated on this topic. She will distribute course notes or slides when they are available. Site-safeguarding was covered on the course, although at QEGS there is a Health and Safety Committee, part of whose remit is site safe-guarding; in particular Allan Catterson covers the site-safeguarding issues for the governors.

It was agreed that the governors' day in July might accommodate an hour devoted to safe guarding issues

5. Sex and Relationships Policy E&S201718(14)

Mrs Chapman presented for the Committee's approval an interim draft policy (previously distributed to committee members). The Policy would need to be reconsidered in the light of Governmental consultations on the issues raised, she said. Parents' reactions will be taken into account: staff members have seen the draft and if "homosexuality" is replaced by "sexuality" on p4 2<sup>nd</sup> line (an amendment

which Mrs Chapman supported and the Committee approved), the draft policy is agreed with the staff.

Mr Bauer asked if gender identity issues needed to be covered; Mrs Chapman agreed that these issues would need to be covered but she awaits guidance on these issues before drafting the additional text. One aspect concerned the appropriate labelling of dual gender toilets (of which there are two on site). It was suggested that either “accessible toilet” or simply “toilet” was appropriate. Further thought needs to be given to the changing room provision.

New guidance is expected to cover issues around pornography, especially “sexting” of indecent images.

Parents have in three cases exercised their right to withdraw pupils from the time dedicated to Sex and Relationship; the right does not cover the parts dedicated to national curriculum Science teaching.

Dr Castles asked how it was intended to hold the Headteacher to account on the policy provisions. It was agreed that that aspect needed further consideration.

The draft policy was unanimously approved, with the above amendment re “sexuality”.

6. Supporting Pupils with Medical Conditions Policy E&S201718(14)

Mrs Chapman presented for approval the draft policy statement circulated prior to the meeting. The governors’ role would be satisfied, it was agreed, by the safe guarding governor, once each term, inspecting the staff training log and the medicines issued log.

The committee was informed that insurance was provided by the school’s general policy.

Staff members are aware of their duties if medical problems were believed to be affecting any pupil, although, with no school nurse now, the staff need to rely on parents, hospitals and doctors providing the information on which the staff can act. Primary schools feeding into QUEGS (c75) do not always supply appropriate information.

The Policy was unanimously approved by the Committee.

7. SEF E&S201718(16) -Update

A detailed form has been prepared, for updating after 2018 exam results can be incorporated. Mr Buckland has submitted the form to the Regional School Board; the Board are happy with the SEF proposals put to it.

The section headed “Areas for improvement” was considered in some detail.

Volatility can be expected, OFSTED recognize, due to course changes and double counting of English and Maths.

The Senior Management Team at QEGS is very much involved with the teachers on an individual basis, when there appears to be room for improvement. For example, issues on physics and chemistry at QEGS have been addressed by allocating extra

time to unit 3: in philosophy and history, there have been changes to the way the courses are delivered at the school. Extra training or support is needed for some staff members. Checks are sometimes needed on the teachers' marking assessments.

Dr Castles asked that the document be distributed to all governors.

8. Data Update

Dr Mawson presented the overviews for years 7 to 13 inclusive.

Year 7 indicators, being based on a short period, can be less helpful or misleading compared to the indicators for later years, as information will build throughout the pupil's time at QEGS. There is work to be done to improve the accuracy of these reports. They are useful in reviewing progress, term by term, with pupils and their parents, but it is important for everyone concerned to understand that progress targets are aspirational, in keeping with the ethos of the school, and that it is difficult to set appropriate milestones of progress for each year group in individual subjects, when the courses themselves are changed. Revealed under-performance across a range of subjects can help identify problems of attitude to study or social problems. One particular merit of the new system is that it is useful across the range of academic abilities.

The system is evolving as it is used and will be improved as experience of its use is gained. Dr Castles asked that the teaching staff have continuing instruction on the correct use of the system, so pupils and parents are not misled by the recorded data.

9. The Headteacher's Report

Mr Buckland gave an oral report, the notes of which he was asked to make available for distribution with the minutes of the meeting.

10. Additional Items to be added to the Next Agenda

The Committee will be asked to review the School's Anti-bullying Policy.

11. Date of next committee meeting

Wednesday 4<sup>th</sup> July 2018 -6pm

Note: dates for the next academic year will be circulated and Governors asked to respond, particularly as Wednesday may not suit all Committee members.

Meeting closed 7.35pm