

COTHAM SCHOOL

Meeting of the Academy Governing Body

Thursday 30 March 2023

MINUTES OF MEETING

Governors Present:		
Dora Alderson, MG	Peter Huckle, MG	Rebecca Reid, PG
Jack Barber, CG	Graham Nutbrown, CG	Jared Rufus, CG
Jo Butler, Headteacher	Richard Puttick, PG	Emma Smith, CG
Sandra Fryer, CG (Chair)		
In Attendance (non-voting) Chris Reed, Deputy Head Domini Leong, Deputy Head Aimi Potter, Dir. Post 16 Allison Crossland, Dir. Finance & Resources Leanne Sowersby, Governance Professional Frances Soul, CST Ollie Knight, Assistant Head Adrian Dunkley, Assistant Head	Apologies Lucy Hunt, MG Ian Spencer, CG Sophie Hamilton, PG Absent: Sadia Shakoor, CG Isabel Tobias, MG	Governors in Post: 15/20 Quorum = 5 (1/3 rounded up) MG = Member Appointed Governor CG = Co-opted Governor PG = Parent Governor

Item	Minutes of Meeting
1	<p>Welcome, Apologies for Absence, declarations of interest and notification of AOB</p> <p>SF welcomed everyone. Everyone introduced themselves.</p> <p>Apologies accepted. No interests declared for this meeting. DL and SF to update the register of interests with LS.</p>
2	<p>Vacancies update</p> <p>Daxesh Patel removed from the Governing Body.</p> <p>SF to chair the next meeting of the Communications and Communities Committee</p>
3	<p>Headteachers Report</p> <p>JBu gave a verbal update.</p> <p>Ofsted – we are due an inspection we were last inspected five years ago. Reassured governors that staff and the SLT are ready for this. Want to ensure that staff are ready, but that we do not create unnecessary pressure or make everything we do about Ofsted. JBu noted that she has trained to be an Ofsted inspector.</p> <p>JBu will prepare a script for governors with some prompts. Are expecting an ungraded inspection and JBu will provide a short summary of the differences between the types of inspection.</p> <p>Strikes – The NEU has advised members to reject the government’s offer. We believe we now have over 85% of teaching staff that are NEU members at Cotham. We know that the NASUWT has lost membership to the NEU. Are aware that the NEU has balloted for further strike days and it is possible that the NASUWT may ballot. ASCL are also having discussions around the pay offer.</p> <p>Post-16 – AP updated. Have just had the next set of data from Year 13 grades, which will inform the next tranche of mentoring. Mock exams for Year 12 are next term. Student voice for the current</p>

Year 13 fed back that this was their first experience of what the exams would look like, so a great deal of work has gone into preparing for this.

Have done some work on mapping how numbers of applications convert to numbers on roll in September. Have had 512 applications for Year 12, have met 453 of those student's and made 440 offers, so far 224 have accepted those offers. We are expecting about 80% conversion.

RP joined the meeting

AP has posted an update on Post 16 on GovernorHub.

Q – How many students do we take in Post 16? This varies as we have just increased our foundation offer, we look at around 220 – 230 with a cap of 250.

Admissions – We are nearly full in Year 7 and over PAN in some years.

Q – The anticipated fall in numbers has not happened this year – do we know why? There has been a delay in the opening of a new school in Temple Quarter – they are opening in temporary premises in Bedminster.

We do not know how popular this school will be. We do know that primary rolls are falling. Our main feeder primary is dropping from two Year 6 classes to one from September.

The new school is opening for Year 7 and Post 16 and will grow from there. Discussion around the reasons for the delay.

The current position is that we will be full in September.

Curriculum – CR would encourage governors to look at the school website to see the work that has been done on the curriculum in Year 7 to 9. Further work is planned in terms of content and skills progression.

Curriculum review is always a feature of improvement planning. Current focus is SEND adaptations in terms of current pedagogical practice.

CR noted the work being done on assessment and the commonality of language among staff when referring to different stages of learning. Are working on understanding what is working well in teaching, learning and assessment.

Have had deep dives in each faculty area have helped to identify where the best learning is taking place.

Also important is the way we are using out TLA briefings, which highlight good practice and student needs.

CPD – CR gave an update. We are at the stage of mid-year reviews. All faculties are engaged in quality assurance of their faculty in identifying what the areas of strengths are and where tweaks are needed. This is now captured online and the results of this work will inform the whole school CPD strategy.

Q – Has there been feedback from teachers about the TLA meetings? We typically get teacher voice in terms 2, 3 and 6 on these processes. The main theme is that there needs to be a vehicle for more faculty specific development time. CR outlined how this is currently working and how SLT are working wit faculty leaders to improve this.

Safeguarding – DL gave an update. We have just appointed a permanent KS4 Safeguarding Lead and a fixed-term KS3 Safeguarding Lead. Both are existing staff that have moved into new roles and have good knowledge of safeguarding already. Everyone in the new Core Safeguarding Team is being trained to the same level the DSL (OK and AD are now fully trained) so we have increased the capacity of our Safeguarding expertise in this way.

DL gave an important to LWB about city-wide issues around anti-social behaviours and serious youth violence that are impacting a number of schools including ours. We are working closely with other agencies such as the police, local authority and social services to respond to this. DL is pushing for greater communication from other agencies to schools as this has sometimes been too late for us to put in early intervention.

One of our greatest challenges this academic year is responding to the growing influence that extreme misogynists like Andrew Tate are having on our young boys, and even on some of our young girls. This is a national problem and the local authorities are uncertain how to respond to it. The Home Office is debating whether extreme misogyny should be classified as a hate crime or not, in the way that homophobia, transphobia and racism are; however, at the moment it is not, so it does not form part of any safeguarding training, support or resources provided by the local authority e.g. through Prevent training which usually looks at hate crime. Our concern regarding this issue is predominantly with Y9 who appear to be most impressionable to these influences, which should be classified as a form of grooming but is not. We have done some work to address increasing misogynistic attitudes in our young people but there is much more to be done. DL has met with the Education team of the police who now offer teaching-trained police officers delivering workshops in schools on these issues and other key aspects of our wider SMSC curriculum.

Q – How frequent will the workshops be? DL is keen we do not target individuals – the workshops will be for a whole year group. The one on misogyny will be the whole of Year 9. We will find a day where a class at a time can spend the time with the police. This will be delivered in uniform, to try to create a different view of police officers and encourage the view that they are approachable.

Discussion around having police in the school and some of the potential issues with this. The majority of secondary schools are experiencing increasing issues of this nature and JBu gave some brief information around this. DL has been working to coordinate information and responses to these concerns and JBu thanked her for this. Believes that, on balance, we should try this.

This will be part of the wider PHSE curriculum.

Further discussion around the issues in the city and the students involved.

Student leadership – AD gave an update. There is a pilot system of a student executive leadership team in Year 8. Students applied for the roles and the aim is to give leadership back to the students. Hope that this initiative will push them and drive them in terms of raising ambition etc.

In Spiritual Moral Social Cultural, we have been looking to have a really clear audit of the provision, having signed up to an SMSC award. Teachers and leaders have been auditing their curriculum and this has yielded some positive results. Have also been ensuring that the curriculum is inclusive and reaching all students.

Q – How do these roles differ from Head Boy / Head Girl etc? Have found that students wanted more ownership over equipment used in social times, rewards at end of term etc. Wanted to give them an organisation to run to manage these items, with an executive team. AD gave some examples of things that they have done.

We do have prefects and are looking to complement this system rather than change it. We do not have gendered roles in terms of student leadership.

There is a student president and vice president at Post 16 – AP and AD have discussed how this might be mirrored lower down the school and offer progression.

Want to offer students as many leadership opportunities as possible, as well as improving confidence, increasing cultural capital etc. It is also about pride in the school as well. The desire to represent the school is key in shifting the culture.

Have recently entered into a partnership with Sainsburys in Clifton Down Shopping Centre. Sainsburys will provide food vouchers and the shopping centre will provide opportunities for work experience etc.

Q – Does the House Point system create a competitive spirit? Discussion around this, it is often the house with the extra year 7 tutor that is in the lead.

Leading Parent Partnership Award – OK gave an update on this. Has arranged a meeting for after Easter to discuss setting up a PTA type organisation. The assessor for the award will come in November. Good progress has been made and OK has now taken this over. There is a need to remember parents and carers in transition to Year 7.

	<p>Discussion around the timing of parent days for new parents. There will be induction days in July this year. Noted that the event was more beneficial in September, so will also run an event in September.</p> <p>Equality and Diversity – DL will present an updated Equalities Impact Statement and Equalities objectives at the next LWB. The diversity of our staffing has again significantly increased this year which is a positive.</p> <p>DL highlighted some really exciting projects coming up in the second half of the year:</p> <ul style="list-style-type: none"> • Grand Iftar meal on Tuesday 18 April from 7pm - we were awarded a £1000 grant from Feeding Bristol to cater for this event. Sainsburys at Clifton Down have agreed to provide the drinks for the event or get one of their suppliers to do so. We will have leaders of different faiths, and some of our students, talking about what fasting means for them before breaking the fast together. We hope to cater for 200 people (parents/carers of Cotham and their children) with priority reservation of places given to the families of FSM students as that is what the grant is for. • St. Paul's Carnival on Saturday 1 July 2023 - we are one of 4 schools that will be taking part in St. Paul's carnival this year. This is a half-year project where 30 students and 2 members of staff will learn to create their own costumes and learn traditional carnival dances with the organisers of St. Paul's Carnival. Cotham will then have a float at the carnival that our students and two staff will be dancing on and representing us. The two members of staff attended a training day yesterday for them which featured on BBC Points West yesterday evening and these staff represented Cotham really well when interviewed. It was lovely to see some really positive media coverage of the school. • African-Caribbean cultural supper and dance - taking place two nights before the carnival. Working with a local African-Caribbean caterer to provide traditional Caribbean food and for our carnival students to practise their performances to guests as a dress rehearsal plus some other entertainment. A wider connection with the caterer is also being explored to support our delivery of the Food Technology curriculum. • Somali Parent Forum - these are coffee mornings that have been well attended and well received by attendees. They are year group specific - so far Y7, Y11 and Y8 working with parents who may not have gone through the British education system themselves to understand how it works and how they can best support their children through it. Feedback has been almost exclusively positive. There will be more in the new term to ensure all year groups are covered. <p><i>AD and OK left the meeting</i></p>
4	<p>Governance Review Update</p> <p>SF gave an update. FS is here to observe today and is looking at the effectiveness of governance. Noted that we have asked for interest from parents to become governors twice now, in the weekly mailing, in the weekly mailing video and a dedicated letter. Discussion around this.</p> <p>The report should be available mid to late May.</p>
5	<p>Committee and other Reports</p> <p>Minutes from all committees have been circulated</p> <ul style="list-style-type: none"> • <i>Learning & Well-being</i> PH raised a concern that the membership of the committee is small and there is a risk of not being quorate on occasion and would like more governors to join. PH talked through the topics that have been discussed. PH reiterated thanks to DL for her work on the city-wide issue. Q – Is the higher number of suspension days related to the city-wide issue? No, these will show in the next meeting's data, but do relate to a serious safeguarding issue. Discussion around attendance and whether this is affected by Covid. • <i>Finance Premises & General Purposes</i> RR and DFR talked through some of the key topics discussed.

	<p>RR reported the committee’s approval of the management accounts for October and November 2022. Governors approved same.</p> <p>The committee recommended approval of £160,370 spend on the ICT plan – approved.</p> <ul style="list-style-type: none"> • <i>Personnel and Training</i> RP talked through key points discussed. • <i>Communications & Community</i> PH talked through key points • <i>Joint Staff & Governors</i> Has not met as there have been no agenda items raised. • <i>Post 16</i> • <i>AGM</i>
6	Minutes of last meetings – Agreed as correct.
7	Matters Arising and Action List – See Actions Report SF thanked governors who have been involved in additional work.

Meeting closed at 20:15

Next Meeting – Thursday 6 July 2023