

The Swanage School

Minutes of the Student Committee Meeting

Wednesday 8 May 2024, 5.30pm

Present: Isobel Tooley (Chair), Adam Hines, Jessica Starmer, Jenny Maraspin (Head), Hannah Etherington

In Attendance: Sarah Percival (Clerk), Kay Lawton (Deputy Head)

Item		Action	Lead	By
STU 5.1	<p>Apologies for absence Apologies were received from Tanya Hamilton-Fletcher and Sophie Weld-Davis. Jenny Maraspin (Head) had notified the committee that she would arrive late, due to an Ofsted inspection. Some of the agenda items were taken out of order to accommodate this.</p>			
STU 5.2	<p>Declarations of interest There were no declarations of interest.</p>			
STU 5.3	<p>Minutes of the Last Meeting The minutes of the meeting held on 6 March 2024 were approved.</p>			
STU 5.4	<p>Matters arising and actions (Where not elsewhere on the agenda) The Deputy Head confirmed that the SENCO would benefit from having Link Governor support and it was agreed to continue to pursue this. The Chair offered to support the link governor with this. The Deputy Head asked what SEN related items were ongoing on the various committees, as she supports the SENCO. The Clerk to supply this information.</p>	<p>SWD & SENCO to meet. Send SEN agenda items to DH</p>	<p>IJT/ SWD/ SENCO Clerk</p>	<p>Summer 2</p>
STU 5.5	<p>School Development Plan A report on Creative Media was included in the meeting pack. The committee agreed that it was very positive. Points noted were:</p> <ul style="list-style-type: none"> • Good use of curriculum time, with meaningful integration between subjects. • Students who might not enjoy a subject become engaged through use of this integration- e.g. filming a science project. • The teacher's skills in teaching English are reflected in the high level of analysis used which also supports curriculum progression. • Positive use of different genres- recording podcasts as an alternative to acting. 			

STU 5.8	<p>Children Looked After</p> <ul style="list-style-type: none"> The Annual Report was received in the meeting pack. The committee noted the small number of CLA were receiving the appropriate attention. The good attendance figures for most and a 13% increase in attendance since last year for one student stood out and was evidence that these students are engaged and happy to be at school. The Children Looked After policy was APPROVED 	Publish	Clerk	
STU 5.9	<p>Link Governor Reports</p> <ol style="list-style-type: none"> SEND – the link governor has been unable to meet the SENCO. The Chair will support in discussing this with SWD and this item will be carried forward to the next meeting. e-safety – the link governor had messaged to say there were no concerns to report. The link governor intends to meet with the DSL and report to the next meeting. 	Link Governor & SENCO to meet. Report to next meeting	IJT/ SWD/ SENCO TM	Summer 2 Summer 2
STU 5.10	<p>Pastoral Reports</p> <p>The behaviour data report in the meeting pack was discussed and it was noted that behaviour is generally very good. The Deputy Head responded to the points raised: <u>Truancies</u>- a spike was noted w/c 15th April. The majority of these incidents were from the same family and were due to circumstances at home. Multi-agency support is in place and staff have been asked to make allowances in recognition of this.</p> <p>This item was deemed confidential</p> <p><u>Lates</u> – There had been an increase in recorded late arrivals during w/c 29 April. KL explained that this had been when the new receptionist had been trained in the procedures for lates and this had resulted in more rigorous application and recording of late students.</p> <p><u>Attendance</u> - the report was run up to October, which explains the lack of data for November onwards. Sometimes it can be easier for children to be absent if their parents are working from home. The concern over attendance is being addressed with assemblies, encouraging competition between Crews and encouraging Crew leaders to have 1:1 and phone conversations to resolve issues. It was noted that a persistent non-attender would have a negative effect on their Crew's attendance percentage and that this could be addressed to make it fairer to compete for best attendance and to avoid the other members of Crews becoming demotivated due to having a persistent absentee in their Crew.</p>			

	<p><u>General</u> – a governor asked whether the staff support each other with a consistent approach to behaviour. There has been CPD earlier in the year, demonstrating how inconsistencies in applying standards have an undermining effect and encouraging staff to all use the same process, with subsequent reminders to staff to work together.</p> <p>Governors commented that the school has the right balance, upholding expected behaviour without being too regimented, and that when in school they had observed that there is a calm atmosphere in the school with a good buzz and the right boundaries in place.</p>	Allow for persistent absentee in Crew attendance figures	KL	Summer 2
STU 5.11	<p>Risk Register/ Mental Health trends The requested summary from My Concern data, examining whether student mental health issues are increasing/ decreasing/ static compared to previous year had not yet been prepared. This item was carried forward to the next meeting.</p>	Defer to next meeting	JM	Summer 2
STU 5.12	<p>Vaping It was noted that the governors have recommended that the school develop a written policy on vaping (which should cover use of and distribution/ sale of vapes and could also cover tobacco products) and adapt the behaviour policy to clarify whether vapes are either prohibited or banned items on school property. It was agreed that this could be included in the Drugs and Substance Abuse Policy which is currently under review. Vapes need to be included more specifically in this policy (taking care with the policy wording as possession of a vape is not illegal), and the policy provisions should be cross-checked and linked to the Behaviour Policy to ensure consistency.</p>	Discuss and include in review of Drugs policy; bring to next meeting	JM/ AMB	Summer 2
STU 5.13	<p>Policies The following policies were reviewed:</p> <ul style="list-style-type: none"> Young Carers - APPROVED subject to the agreed changes, including name of the Young Carers' Champion. <p>It was suggested that 'Young Carer' could be added as a drop-down choice on Arbor to ensure staff awareness of Young Carers is thorough and systematic- KL to ask the Data Manager to action.</p> <p>(Jessica Starmer left the meeting 6.40pm.)</p> <ul style="list-style-type: none"> Drugs and substance abuse- to be reviewed again and brought to the next meeting, taking into account comments made by the Chair and comments at STU 5.12 on vaping. Child on child and sexual abuse policy- to be taken to FGB for review & reapproval. 	<p>Include changes and publish Add option to Arbor</p> <p>Review policy in light of comments</p> <p>FGB agenda item</p>	<p>Clerk KL/ RF</p> <p>JM/ AMB</p>	<p>Summer 2</p> <p>Summer 2</p> <p>Summer 2</p>

	<p>The policy list should also be updated to show that this policy is owned by FGB.</p> <ul style="list-style-type: none"> • Students with Medical Conditions & Managing Medicines- this was APPROVED, subject to the agreed changes. • Home School Agreement & Parent Pledge- APPROVED with no changes. <p>(Jenny Maraspin joined the meeting 6.55pm)</p>	<p>Make changes & publish Publish</p>	<p>Clerk/ AMB Clerk Clerk Clerk</p>	
<p>STU 5.6</p>	<p>Progress Review Y7-11 from Spring 2 Assessment and Mocks Progress data was included in the meeting folder. The Head reported on the following: <u>Y11-</u></p> <ul style="list-style-type: none"> • Grades given are 'working at' grades, not mock results. • PE- looks positive this year, due to the work put into NEAs which have been externally moderated with good grades. Now focusing on exam preparation. • There are 2 subjects where an extension for the NEA has been agreed due to having new staff and appropriate support has been given. • Mock exam grades are better than previous years which is an improvement to focus on. • Overall GCSE results will be affected by the small number of non-attendees in this year group, and whether they take any of the exams entered for. <p><u>Y10-</u></p> <ul style="list-style-type: none"> • Respectable progress. This year group have the potential for good achievement if their attendance can be improved- this is a prime focus. <p><u>Y7 & 8-</u></p> <ul style="list-style-type: none"> • The school is working on attendance for these groups, which will have an effect on their progress in future. <p>A governor queried whether, where there seemed to be differences in marking between 2 subjects, the marking was less rigorous, and whether there was coaching in place. The Head responded that this was picked up in one-to-one meetings between the DoL and the SLT and also through moderation. Following on from this, a governor asked what the DoL would be expected to do, if these kinds of inconsistencies were noted in a curriculum area. The Head explained that the data would be sampled over time; the DoL would examine whether a teacher with less experience of GCSE might have a lack of understanding of the standard for a grade; whether the test is the issue; moderation findings are taken to 1:1 meetings.</p>			

	<p>Asked whether teachers moderate with other secondary schools, the Head explained that past papers with grade boundaries were used instead, but acknowledged that this could be useful if there were discrepancies between subjects.</p> <p>It was noted that there is a danger of marking being too positive in years 7-9, then harsher marking would lead to grade drops in Y10/ 11.</p> <p>The Chair commented that there is an overall positive outlook. The Head hopes that the work that has gone into checking assessments are valid and adapting teaching where assessments show gaps in knowledge has paid off.</p> <p>A governor queried a note which gave the impression that Creative Media would not count towards Progress 8. The Head confirmed that it does count towards this, but that the data manager had not yet worked out how to get the BTEC grades to feed into estimated Progress 8 on the 4 Matrix system.</p> <p>The Head confirmed that all preparations were in place for the GCSEs which start May 9th 2024. Students are keen and engaged. A small number of Y11s who are on suspension are attending revision sessions under supervision.</p>			
STU 5.7	<p>Curriculum and Options Choices</p> <ul style="list-style-type: none"> The Head reported that KS4 option choices have been made by Y9 and the option blocks are now set. Due to the small year cohort, a few students didn't get some choices. Conversations have been had with them and their parents. Music may not be offered at GCSE in the longer term- there is one student doing it this year, along with one in the year above and this is not sustainable. Timetabling now needs to be addressed. There are no fundamental changes to discuss. The review/ reapproval of the Curriculum Policy was deferred to the next meeting 	Agenda item next meeting	Clerk/ JM	Summer 2
STU 5.14	<p>Any Other Business</p> <p>There was no other business.</p>			
STU 5.15	<p>Confidentiality</p> <p>Part of item STU 5.10 was deemed confidential.</p>			
	<p>The meeting closed at 7.35pm.</p> <p>Next Meeting</p>			

3 July 2024 to include:

SDP reports:

- 'Step up Teaching and Learning'
- 'Targeting Aspirations'
- 'D of E': Continued Development of the D of E award in Y9

Link Governor reports:

1. SEN
2. Mental Health
3. E-safety

Policies:

- Literacy
- Preventing & Tackling Bullying
- Relationships & Sex Education
- Drugs and substance abuse