



Ysgol Uwchradd LLANIDLOES High School

GOFAL

Giving Opportunities For All to Learn



MINUTES

Llanidloes Schools' Federation Governing Body Meeting; Wednesday 3rd February 2021, 6.30 pm via Teams on Hwb

PRESENT

Margot Jones, Daniel Owen, Elen Chenetier, Jamie Jones, Kelly Hawkins, Karen Swann, Linda Broughall, Lauren Morris, Alun Moses, Clare Bound, Dan Craig, Adrian Foulkes, Lorna Morris, Diane Jones-Poston, Gareth Morgan, Rhys Mills

IN ATTENDANCE

Catrin Taylor (high school deputy headteacher), Richard Williams (high school assistant headteacher), Lisa Ashton (primary school deputy headteacher), Sue Bound (federation business manager), Helen Rees (clerk)

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Meirion Jones and Ruth Davies

The meeting was quorate, therefore business proceeded

The chair welcomed Rhys Mills, associate pupil governor to the governing body. Ffion Snape was unable to attend due to volunteering at the local vaccination centre.

2. DECLARATION OF INTEREST/BUSINESS INTERESTS

There were no declarations of interest made relating to items on this agenda.

3. MEMBERSHIP

Cllr Karl Lewis had been disqualified as a governor due to non-attendance at meetings. The Local Authority (LA) had been advised and a new LEA governor would be appointed by them in due course.

4. MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting of the governing body held on 2nd December 2020 were confirmed and would be filed in the schools' file.

5. MATTERS ARISING FROM THE MINUTES NOT INCLUDED ELSEWHERE ON THE AGENDA

The chair told governors that it had been decided to condense the usual agenda in order to prioritise essential items and adapt in the light of current circumstances. It was hoped that a decrease in the administrative burden for the headteachers would have a positive effect on their well-being.

A small committee had met on 7th and 8th December to consider school opening for the remainder of that term. The secondary school had closed from 9th December due to staffing shortages and the primary school from 11th December.

6. TO RECEIVE DRAFT MINUTES OF COMMITTEE MEETINGS

Governors received the draft minutes of the meeting of the Curriculum and Strategic Planning committee held on 13th January and the Staffing and Finance committee held on 20th January.

7. UPDATE, SCHOOL DEVELOPMENT PLAN; PRIMARY SCHOOL

The headteacher told governors that she was very grateful for the reduced workload of the reduced agenda. The SLT had recently focussed on What Matters, under the headings of:

- The curriculum
- A whole school approach to mental health and well-being
- My school as a learning organisation
- My commitment to the Professional Teaching and Leadership Standards

Priority 1, well-being; listening to stakeholders and adapting provision, currently had many strands. Provision for pupils had been refined to increase well-being aspects, for example, on Feel Good Fridays pupils were set well-being activities with no screen time. Every class Team meeting had a well-being focus and every pupil received a weekly phone call from staff. In line with LA policy, any pupil not seen or engaged with school work during the week was reported to the LA for further welfare enquiries. The number of ELSA-led sessions had been increased. In partnership with the secondary school, pupils would be encouraged to participate in SEED (Simple Exercise Every Day) during the month of February.

An initial staff consultation had identified a range of well-being issues including the provision of adequate IT equipment and the need for self-care. The school was undertaking a one-year recovery plan for staff well-being, at the core of which would be the need to focus on pupil learning, with peripheral activities de-prioritised in order to keep workloads manageable.

At the next Inset day it was planned for staff to meet in groups of seven to decide on positive changes that could be made to increase well-being. During the current period of blended learning, staff were working from home and school according to a rota.

The headteacher had attended a Leadership Academy well-being conference and was very grateful for the support given by the whole SLT.

Priority 2, schools as learning organisations. Pupils were being developed as independent learners due to the inherent nature of remote learning. Many pupils had made confident 'genius hour' presentations during their class Teams meetings. The school had participated in a Professional Learning Network Expressive Arts research project which focussed on independent learning.

The school had shared their expectations with parents, using videos recorded by the headteacher, texts and the website, and staff were using their Hwb email addresses to correspond with parents as required, which had improved pupil engagement. Daily live Teams meetings were provided for every class, supplemented with pre-

recorded lessons. Assignments were available on Teams, with paper packs provided for pupils if requested. As many non-screen activities as possible were being made available. During the week commencing 25th January, there had been evidence that 97.3% of pupils had engaged with their learning. According to the Feedback Policy, pupils had received teacher feedback and undertaken in self-assessment.

Governors commented that the provision looked impressive and very inviting for pupils.

8. UPDATE, SCHOOL DEVELOPMENT PLAN; SECONDARY SCHOOL

Staff

Governors were told that Mrs Kath Williams would resign from the English department with effect from August 2021 but had offered to teach post-16 on a part-time basis. Mr Steve Thomas, Curriculum Area Lead for D&T had retired at the end of January. Miss Kylie Marlow, HLTA with responsibility for the Cymorth Centre had resigned at the end of January to start her own business.

The headteacher proposed:

- To appoint a qualified specialist English teacher and to retain Mrs Williams as a post-16 teacher for as long as possible;
- To replace Miss Marlow with a qualified teacher to take responsibility for delivering literacy and numeracy interventions and provide additional capacity to improve subject delivery across the curriculum;
- To appoint acting TLR1s in Technology and Expressive Arts. This would fill all the TLR1s identified in the leadership restructure proposal and help drive curriculum development prior to the introduction of the new curriculum in 2022;
- To appoint a new teacher in September 2021 to meet subject specialism requirements as detailed in the curriculum plan. This was already provided for in the budget and would help to maintain the post-16 curriculum breadth and expand Welsh-medium options at KS4.

Governors agreed all the proposals.

Staff well-being had been supported by continued flexible working arrangements, with adjustments for those shielding where required. The provision of new laptops to all teachers would enable them to provide live lessons while working from home. Valuable peer support and training had been provided, especially by the IT department. The planned pupil well-being week would give teachers a break from providing formal lessons and time to plan centre designed tasks for the summer assessments. Staff had been encouraged to use the LA Care First programme, there had been line management support and much mutual support for staff across the school. Welfare meetings had taken place and Occupational Health referrals made as required.

Pupils

More than 200 pupils had accessed tutorials on STEM subjects delivered by the Massachusetts Institute of Technology. These had proved very popular and had helped increase engagement.

A Welsh government minister had joined a virtual A-level politics class.

The school planned to purchase the Accelerated Reader programme with the aim of fostering a love of reading. Pupils would be able to access a wide range of materials across the genres.

Pupil well-being was a priority, with identified vulnerable pupils receiving daily contact from the school. All contacts had been recorded on a detailed spreadsheet. Pupils who had not engaged with their learning were referred to the LA Youth Intervention Service (YIS). Pupils and their parents had received reassurances around summer

assessment arrangements through assemblies and webinars for parents of pupils in Years 10, 11, 12 and 13. A well-being week had been planned, with no on-line learning for the majority of pupils. Off-screen activities would include many events including yoga, cook alongs, circuit training, cheerleading and routes for local walks.

Governors were given an update on external examination arrangements. On 10th November schools had been notified that summer examinations would be cancelled. On 16th December they were informed of a three pillared approach, with non-examined school assessment and two past papers to be sat in classrooms. On 20th January schools were told that centre assessed grades would be issued, based on solid and detailed evidence. Pupils would be allowed to appeal their grades, first to their centre and then to the WJEC. Year 10 pupils would only be allowed to receive a grade if they had finished the course. Year 12 pupils would be given AS grades but would only keep that grade if they dropped the subject in Year 13. If they continued the subject, the grade would be subsumed into their A-level grade.

The headteacher told governors that he had been very impressed by the level of support provided to pupils by all staff.

Premises

Work on the new 3G pitch had commenced. The schools, together with the Llanidloes and District Sports Partnership, were taking part in the SEED initiative with the aim of raising funds for additional equipment to be used on the pitch for the benefit of the whole community.

The girls' changing rooms were currently being refurbished, and it was planned to start on the boys' changing rooms next.

More than 150 computers had been bought with Welsh Government and school budget funding to ensure that no computer on the premises was more than five years old. The purchase of a second AppleMac suite was planned. All teachers would be provided with a new laptop from Welsh Government funding.

9. CATCHMENT CONSULTATION

The secondary school headteacher had been notified by a governor of another school, a member of the Governors' Consultative Committee, of a current LA consultation on proposed catchment changes to be introduced from 2022-23. It was understood that each primary school would be allocated as a feeder school to a single secondary school. Families might only be entitled to free school transport to that named secondary school. For example, Ysgol Carno would be a feeder school for Bro Hyddgen secondary school, so pupils might not be entitled to free school transport to Llanidloes, even if they lived closer to Llanidloes than Machynlleth. Similarly, Dafydd Llwyd would be a feeder school for Llanfair Caereinion. It was felt that this proposal removed an element of choice from many families and would disproportionately affect lower income households.

Governors agreed that the chair should seek immediate clarification from the LA of the nature and scope of the consultation and that an additional meeting would be convened if necessary according to their response. The headteacher had received a response from Anwen Orrells stating that the consultation reflected the natural cluster arrangements already in place. Governors felt that this was not accurate for the Llanidloes cluster. Governors were disappointed that the school had not been notified of the consultation, nor invited to respond, and it was noted that the Councillors were also unaware of the consultation. The cluster schools had not been informed of the current consultation regarding Ysgol Dyffryn Trannon.

Governors asked whether a potential saving in transport costs could be a factor in the consultation proposals. Transport costings had not been received but it seemed that there could be an actual increase in transport costs, with pupils on the far side of their primary catchment area being transported further to their secondary school, with an associated negative environmental impact.

It was agreed that the chair and headteacher would draft a letter to the LA and that elected members would contact LA officers for further information.

10. HEALTH AND SAFETY, INCLUDING COVID-19

One aspect of the primary school risk assessment had been updated to reflect remote teaching. It was based on Welsh Government guidance and had been passed by David Hurst, LA Health and Safety officer. The risk assessment would be circulated to governors.

The secondary school were awaiting an updated risk assessment from the LA.

The area around the new 3G pitch would be fenced off, and the changing room currently being refurbished had been fenced off, in order to restrict access.

Governors asked if all pupils at both schools were seen at least once each week. At the secondary school, any pupil not engaged with their work was referred to the LA. It was noted that there was a broad definition of the term 'seen'. At the primary school, all pupils were seen on their class Teams meeting or an individual Teams meeting, or their parents were asked to bring their child to school. On rare occasions, staff had visited families. No pupils had been reported to the LA for the previous two weeks.

11. DELEGATION OF FUNCTIONS

Adrian Foulkes wished to step down as the primary school Complaints Officer but offered to guide any new officer through the role. The headteachers expressed thanks to him for his professionalism and diligence over many years in the post. Any governor interested was asked to make themselves known to the clerk.

12. POLICIES AND PUBLICATIONS

The new LA Safeguarding Policy template had been used to formulate the federation policy, as circulated. Governors agreed to adopt the policy. The chair reminded governors that this was a critical policy for schools which should be read and understood by all governors.

13. GOVERNOR DEVELOPMENT

All governors had been re-sent the training brochure in December with instructions on accessing e-learning modules, together with a note of any outstanding mandatory training. Governors were asked to complete mandatory training as necessary and notify the clerk.

14. DOCUMENTS/CORRESPONDENCE RECEIVED BY THE CHAIR OF GOVERNORS AND/OR CLERK

Governors were reminded of Dysg, the Welsh Government education newsletter that they could subscribe to (link on [homepage of Hwb](#)).

15. ANY OTHER BUSINESS AS, IN THE OPINION OF THE CHAIR, IS OF SUFFICIENT URGENCY TO WARRANT CONSIDERATION

There were no such items.

16. CONFIDENTIAL ITEMS

There were no such items.

17. FUTURE AGENDA ITEMS

The LA catchment consultation.

11. DATES AND TIMES OF FUTURE MEETINGS

Full Governing Body

Wednesday 24th March 2021, 6.30 pm

Wednesday 28th April 2021, 6.30 pm

Wednesday 7th July 2021, 6.30 pm

Staffing and Finance Committee

Wednesday 10th March 2021, 6.00 pm

Wednesday 21st April 2021, 6.00 pm

Wednesday 23rd June 2021, 6.00 pm

Curriculum and Strategic Planning Committee

Wednesday 12th May 2021, 6.30 pm