



MINUTES OF THE HARINGTON SCHOOL
LGB MEETING HELD ON
THURSDAY 21 MAY 2020 FROM 2PM

Present: Rob Guthrie (Chair), John Harrison (Head of School), Stuart Williams (Executive Principal, RDSF), Peter Moody, Tom Foxall, Ben Solly, Andrew Wright, Dyl Powell, Geoff Thompson, Briege Slattery
Absent: Jay Banerjee
In attendance: Sara Kane (Clerk)
Natalie Ray (Chief Finance Officer, RDSF)

- | | Action |
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| <p>1. Welcome and Re-election of Governors
Stuart Williams welcomed John Harrison, Andrew Wright, Geoff Thompson, Ben Solly and Tom Foxall to the Microsoft Teams LGB meeting. Stuart Williams explained that a number of governors' terms of office had expired and if the governors were in agreement, they would need to be appointed to the governing body.</p> <p>Stuart Williams proposed that Rob Guthrie was elected to the governing body as Chair, Andrew Wright seconded the decision and Rob Guthrie was unanimously reappointed.</p> <p>Rob Guthrie was then invited to join the meeting as a reappointed governor and Chair.</p> <p>The chairing of the meeting was then duly handed over to Rob Guthrie.</p> | |
| <p>2. Apologies for Absence
Apologies were received and accepted from Liz Birchall and Henry Price, Joan Gibson would join the meeting at a later time.</p> | |
| <p>3. Welcome and Introduction
Rob Guthrie welcomed Briege Slattery to the meeting in her role as governor appointed by Catmose College. Governor introductions took place.</p> | |
| <p>4. Re-election of Governors
The governing body unanimously agreed to reappoint Peter Moody, Liz Birchall and Dyl Powell as Harington LGB appointed governors.</p> <p>Dyl Powell and Peter Moody joined the meeting.</p> <p>It was reported that Virginia Savage no longer wished to continue as a governor at the School.</p> | |
| <p>5. Microsoft Teams
Rob Guthrie explained the functionality of Microsoft Teams for the purpose of the meeting and explained that the meeting was being recorded for clerking purposes.</p> | |

6. **Clerk's business**

Declarations of interest and register and business interests

Governors were requested to read the register of business interests' guidelines available on the VLE and return the form to Sheryl Wilson, PA to Stuart Williams as soon as possible. It was explained that it was critical that each governor completed the register of business interests for the financial audit.

Joan Gibson joined the meeting.

7. **Potential reopening – 1 June 2020**

John Harrison explained that during the forced School closure students had been receiving their normal offering of three lessons per week in a virtual world using a blend of Show My Homework and through Microsoft Teams video conferencing.

A student survey had been undertaken to obtain student opinion and to ask whether the virtual lessons were challenging. The students were positive in their response.

Following Government guidance, John Harrison explained that staff are preparing for a partial return from 1 June and this had been communicated with students and parents. It had been agreed at that at the current point in time students would receive one face to face contact session in each subject per week. Therefore students would be in School for approximately 4.5 hours a week. Parents had been asked to respond as to whether their child would be attending. 142 out of the 150 students on roll were planning to attend.

The government had provided some guidance for schools to interpret on the logistics of Schools reopening. A risk assessment had been undertaken and shared with staff, students and parents. It was explained that social distancing measures had been put in place around the School and class sizes were limited to 15. A one way system had also been put in place. Students would be given access to the Orangery to eat, this shared resource would not be open to students attending Catmose College. A parent had delivered PPE training to senior staff, although PPE was not required for most but would be provided if a risk assessment deemed it appropriate.. It was explained that a timetable had been produced for two weeks and it was hoped that gradually the amount of time students were allowed in School would increase. It was also planned that Year 12 students complete mock examinations.

School transport may potentially be a problem and the school may not be able to offer transport to all students due to social distancing measures.

A positive response had been received from staff, parents and students regarding the reopening.

Governors

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It was reported that the School was offering more face-to-face contact than some other local sixth form establishments. It was explained that most staff would be in School two days per week and would continue to deliver virtual lessons.

Question: Are staff happy to return to work? Stuart Williams explained that staff were confident due to the work completed on thorough risk assessments.

Staff have been kept well informed throughout the process and every member of staff had been into School at least once during lockdown apart from those shielding. Staff had found coming into School beneficial for their own mental health. Staff who have particular concerns would be given additional support and a more bespoke risk assessment if needed.

Question: Had there been any union resistance? Stuart Williams reported that there had been none.

The biggest challenge for staff is childcare arrangements as nurseries were not open, and primary schools were providing a reduction in the amount of days open for pupils. Staff were finding this challenging particularly single parents.

John Harrison explained that where a small number of students hadn't been engaged in the online lessons, staff had been supported by the Academic Support Advisor who had been in contact.

A governor reported that the transition material shared with prospective Year 12 students along with those Year 11 students that have not applied to Harington from Catmose College and Uppingham Community College were beneficial and thanked staff for their work.

8. Minutes of the meeting held on Thursday 6 February 2020 and matters arising

The minutes of the last meeting held on Thursday 6 February 2020 were agreed to be a true and accurate record. The Chair agreed to approve and return a signed copy of the minutes of last meeting.

Matters arising

The Year 13 assessment data would be shared within this meeting.

9. Policy review

Governors' attention was drawn to the policy overview document which detailed any amendments.

- Careers

Rob
Guthrie

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John Harrison explained the rationale behind the amendments to the policy. The governors ratified the policy.

- Curriculum

John Harrison explained that the policy now reflected the earlier conversations detailed within previous governing body minutes. Further Mathematics will be offered as an AS as the majority of students do not continue into the second year of the programme.

As discussed previously A Level Music will no longer be offered as an option due to the low numbers of students studying music at GCSE at Catmose College and Uppingham Community College. However Music scholarships will continue to be offered.

Also the policy has been amended as to be explicit regarding the time period that students can change their A Level subjects. The Policy now states one calendar month from beginning studies. Governors agreed with this decision and duly ratified the policy.

The below policies were ratified by the governing body.

- SEND
- Home School Agreement
- Dress Code
- RDSF Exclusion Policy

The governing body agreed with the RDSF Exclusion Policy which had been ratified by the RDSF Trust.

Governors discussed the number of students interested in studying in German. John Harrison explained that whilst numbers are modest he is reluctant to not offer German as the subject was only introduced last year. Taster sessions at Uppingham Community College have been discussed to increase interest in the subject.

10 Sports Review

- John Harrison referred to the previously circulated Federation Sport Review and provided a summary of the document and explained that Sports predictions were very strong.

11 Music Review

- John Harrison referred to the previously circulated Music Review and provided a summary of the document and outlined the rationale.

12 Year 13 Assessment Data

- John Harrison referred to the previously circulated document and explained that the document clarifies the process and methodology used when making the Year 13 Centre Assessed Predictions.

John Harrison explained that the centre needed to submit both rankings and predicted grades. Harington parents have been supportive of the communication sent by the School, especially with regards to not canvassing staff about predictions.

It was explained that due to the amount of assessments that the School undertakes throughout Year 12 and Year 13 there is a high amount of data available which provides a strong position to predict results.

Each team applied a methodology to their predictions. This was typically 50% of judgement from the Year 13 mocks which will be used to assess grades, 25% from coursework and the final 25% from data from the two mock examinations undertaken in Year 12. The School has ensured that the grades awarded will hold up to scrutiny if ever challenged. The School benefits from small teams of staff who have taught all the students within the subject cohort.

Individual subjects will be moderated by a second colleague. All of the data will be inputted into ALPS. If the ALPS scores fluctuated greatly then this is another way of ensuring the grade predictions are reasonable. The advice given from the government is to not disadvantage students and therefore predictions remain optimistic but realistic. The final aspect of the quality assurance was a review by the Head of School and Executive Principal which also considered prior performance within individual subjects.

Question: How is the School is dealing with requests from students regarding advice on university offers. John Harrison explained that there were no changes to UCAS predicted grades. Rob Gumber had looked at obvious gaps from UCAS prediction and centre grade predictions.

Question: If a student had received an unconditional offer can they change their decision if they had accepted a place? John Harrison explained that they could not according to the guidance but the student could go into clearing. There had been no communication that the mechanism had changed.

Question: What support will be available for students on results day? John Harrison explained that students will be sent results electronically early in the morning, they receive their results at the same time as they are offered a university place. If students have not met the confirmed or insurance offer staff are on site to provide additional guidance and support.

Question: Do students have the opportunity to retake in the autumn term, If they are unhappy with their results?

John Harrison explained that would appear be an option but the predictions are positive and he would be surprised if many will want to retake. Natalie Ray explained that the School would receive funding for three years unless PAN extended.

Ben Solly left the meeting.

The governing body approved the methodology used around the prediction of grades and therefore the grades would be submitted to the examination body to the timescales prescribed.

13 Head of School Report

- John Harrison referred to the previously circulated report.

Recruitment

No major change in raw numbers, 230 applications had been received. John Harrison referred governors to the scorecard. There are strong numbers applying from Uppingham Community College, Catmose College, John Ferneley College and Casterton.

John Harrison explained that unfortunately due to the situation he had been unable to interview all applicants, however students had received a conditional offer and had also received high quality transitional material. The School has communicated with prospective students a number of times since the forced closure. John Harrison reported that at this stage he was not intending on interviewing all students but would look through the individual student option choices and contact any students where their choices were questionable.

John Harrison explained that it was likely that the induction days would be cancelled, however a transition day would be held on 25 August (situation dependent). John Harrison will communicate with Year 11 prospective students within the first few weeks of next term.

Governors commented on the encouraging amount of students applying from Uppingham Community College. John Harrison reported that Ben Solly had been very supportive.

Governors also thanked Geoff Thompson (Chair of UCC, LGB) for Uppingham Community College's support of Harington School. A governor asked whether staffing was in place for next year. John Harrison explained that staffing was in place across the School and across the wider trust.

14 Any Other Business

- Andreas Menzies

Rob Guthrie explained that Andreas Menzies' term of office as a parent governor had come to an end. Andreas had expressed an interest in remaining a governor at the School. Governors unanimously agreed that Andreas Menzies would be appointed as a LGB appointed governor and a parent governor election would be held to fill the parent governor vacancy in the next academic year.

John
Harrison

Key Dates

LGB HARINGTON SCHOOL

Term 6: Thursday 2 July 2020– 2pm teams TBC