

**Hove Learning Federation Full Governing Body Meeting
HOLLAND ROAD
Tuesday 11th July 2023, 16:00-18:00pm**

MINUTES

GOVERNORS	Lisa Marshall (LM) - Co-Chair, Louise Wilkinson (LW) - Co-Chair Maddie Southern (MS) - Headteacher HJS Marie Benton (MB) – Parent Governor Jo Corbett (JC) – Co-opted Governor Lorna Cummings (LC) - Head of School HR, Staff Governor Nick Jefferson (NJ)– Co-opted Governor David Karp (DK) – Co-opted Governor Ben Massey (BM) – Head of School SR, Co-Opted Governor Anne-Marie Williamson (AW) – Parent Governor
OTHER PARTICIPANTS	Abby Hedger-Jones (AHJ) – Associate Member Sam Ledger – Associate Member Niamh O’Shea - Associate Member Barbara Bush Marcel Armour Emer Gardener
CLERK	Chelle McCann
APOLOGIES	Ella Livingstone Greer (EL) - Co-opted Governor

#	MINUTES
1.	<p>Introduction</p> <ul style="list-style-type: none"> Welcome – the meeting opened at 16:05pm with a warm welcome from the Chair Apologies were noted and accepted from EL Notification of Any Urgent Business – none noted Declarations of Interest – none noted
2.	<p>Co-opted Governor Nominations</p> <p>The Governor nominations were invited to share their experiences with the board.</p> <p>Governors approved the following nominations to fill the vacant Co-opted Governor roles:</p> <ul style="list-style-type: none"> Barbara Bush Marcel Armour Emer Gardener
3.	<p>Minutes of Last Meeting</p> <ul style="list-style-type: none"> The minutes of the meeting held on 16.5.23 were approved as an accurate reflection of the meeting. Matters Arising – none noted Actions – there are no outstanding actions
4.	<p>CUSP Curriculum Training</p> <ul style="list-style-type: none"> NOS/SL gave governors an overview of the Curriculum 2023-24 and the presentation has been added into the GVO. SL explained the stages between WHIS/HJS and how this is now embedded from reception through to Year 6

- HLF schools have decided to use the CUSP curriculum as it most reflects the vision for the schools and it is based on the most up to date research as well as having elements that the schools already have in place or were researching to embed into curriculum.
- Examples of the children’s work were shared on screen with Governors. Staff have started to embed the work this term with the aim to start the sequence of lessons fully from September 2023.
- The lessons build up step by step and are mapped out and allows much more detail from the children
- Assessments - there are unit concept questions, then they build up their knowledge lesson by lesson.
- Teachers have access to a subject handbook and relevant materials via the CUSP subscription. The teaching remains individual to the teacher and the cohort.
- There is a governor section on the CUSP website that can be accessed

Governor Questions:

In the example of the knowledge strip, is the formatting by CUSP? Yes, that is CUSP formatting that we can then edit. They are reviewed from an accessibility and there is a good overview to complete shallow splashes to include pupil voice.

How does this improve cognitive load? The children have asked for strips in different places, there are more visuals and diagrams.

Is this accessible to all children? SL shared a Year 2 example and this is shares that the learning is much quicker. The task is modelled on the board and explained by the teacher. The examples may show teach, model and task rather than one long task. During initial training with teachers many came back and developed how they want the strips to look.

Is there guidance for SEND/EAL? All children have access to the same information but staff will think carefully on how to do this for our children.

5. Strategic Priorities 2023-24

- LM talked through the Strategic Priorities as shown in 5.1 on OneDrive
- These will be discussed during the first committees in Autumn Term
- Monitoring targets for each term have also be reset
- **Action: CMc to add to the committee agendas for Autumn**

6. Updates from Committees - the minutes have been uploaded to the GVO

6.1 Curriculum and Inclusion

- DK highlighted the personal development presentation from the meeting which included poverty proofing reports and audit within the school. The next steps have been identified in the report and DK requested an update for C&I in Autumn term by AMW in link governor role.
- DK highlighted the presentation from the Science Subject Lead. Governors discussed the school’s approach to monitoring. There have been 6 deep dives. It was acknowledged that these can be stressful for staff and the shallow splash format was preferred. SLT visits can be very supportive but it was the frequency of deep dives that was raised as an issue. The outcome is the school are moving to 2 Deep Dives and more shallow splash visits which are led by a smaller group.
- DK shared that there needs to be opportunity for governors to visit to see what is happening in school.
- DK acknowledged that lowering deep dives from 6 to 2 is a big change and this may need to be reflected on further. MS shared that subject leaders are

	<p>experienced and will be working along those with less experienced teacher for a more in-depth subject review. There will also be a reduced SLT next year so there also has to be a realistic view on capacity. Governors reflected on what would be most appropriate to attend.</p> <p>6.2 Safeguarding</p> <ul style="list-style-type: none"> • LM shared that there needs to be additional members for the SG Committee from September. • The Mental Health Lead presented at the meeting • Governors reviewed the SG team Key Priorities • Governors acknowledged the challenges to our families including the rise in threshold for referral and no-fault evictions
<p>7.</p>	<p>Consultation Update</p> <ul style="list-style-type: none"> • LW shared the recent staffing restructure and confirmed that the consultation has concluded. • MS talked governors through the consultation first report and notes will be presented on GVO. • SLT will be looking how to share the work that was being held by the Mental Health Lead. <p>Governor Questions: <i>How are staff feeling after the consultation process?</i> There is a sense of loss and capacity is changing in a different way. SLT will review what is needed to move the school forward.</p>
<p>8.</p>	<p>Governor Monitoring and Reports – the reports have been submitted to the GVO</p> <ul style="list-style-type: none"> • Safeguarding visit – Governors will be invited to the inset Safeguarding Training in September • SEND Monitoring Report – there is a meeting next week to plan out SG and SEND monitoring. They have provided 3 case studies for governor review. SEND data will be an agenda item for FGB in Autumn term • Health and Safety – monitoring visits have taken place and are available in GVO. There is some bigger remedial work is needed and this is due to LA funding, the LA are prioritising work across all schools. The ventilation in the school was raised as an issue. The premises term is well organised and training is up to date. The lockdown system work is on hold. • Finance – there was no separate monitoring business as there has been in depth meetings in regard to finance. • Anti-Racist Schools work – <ul style="list-style-type: none"> ○ there has been a steering group meeting and there will be staff engagement on the statement provided by CKH. ○ The vision will be added on to the school websites. ○ There is work to look at equalising the curriculum and this has been rolled out in WHIS and will be rolled out shortly to HJS. ○ Staff training has also been discussed. ○ The LA have also provided PHSE planning. ○ CPOMs is being reviewed to review the logging of racist incidents ○ There has been a review of race representation of core texts ○ The conference was well attended and inspiring with children from city schools attending ○ AMW expressed thanks to BE/CKH for all their work in this area ○ New governors were invited to attend the anti-racist steering group ○ AMW and other governors have set up a governors of colour forum to engage with other governors city-wide
<p>9.</p>	<p>Policies & Documents</p> <ul style="list-style-type: none"> • SEND Policy – deferred to Autumn FGB <p>The following policies were approved:</p>

	<ul style="list-style-type: none"> • Attendance Policy – There has been a working policy (made up of BHCC Headteachers) which has been personalised to each school. • WHIS Equalities Information and Objectives • WHIS Scheme of Delegation • HJS Scheme of Delegation
10.	<p>Governance</p> <p>10.1 Governor Recruitment</p> <ul style="list-style-type: none"> ○ There will be a Parent Governor Election in September. ○ There is also a LA governor vacancy and the LA have submitted a nomination to the Co-Chairs. <p>11. Governance Review</p> <ul style="list-style-type: none"> ○ LM shared the governance review results which will be added to the strategic priorities for the governing board in 2023-24 and then added to committee agendas ○ Training will be targeted where needed in the next academic year ○ LM/LW shared that they will be stepping down as Co-Chairs from September 2023 to focus on a working party to look at the future of the schools ○ LM/LW welcomed nominations for the Chair role over the summer break ○ Governors expressed thanks to LM/LW for their work and commitment in their role as Co-Chairs. <p>12. Feedback from Governors on Training</p> <ul style="list-style-type: none"> ○ KCSIE <p>13. Meeting Schedule 23-24 – submitted for information</p>
14.	<p>AOB</p> <ul style="list-style-type: none"> • Next Meeting – Tuesday 10th October • MS shared that the overall SATs results are now in and these have been uploaded to the GVO for governor review • Items for the next meeting: SEND Policy <p>Governors expressed thanks to the SLT, teaching and support staff across the school’s sites.</p> <p>Governors gave individual thanks to:</p> <ul style="list-style-type: none"> • SBM’s for their work and commitment during a challenging year. Governors wished JH all the best for the future as she leaves HLF at the end of this term. • SEND and Inclusion team and their work as well as the additional time they have put towards the IQM report • JB for leading on mental health in the schools. Governors wished JB all the best for the future as she leaves HLF at the end of this term • BE/CKH for work on anti-racist plan and AMW for her work in this area • EYFS term for the positive results • Governors expressed thanks to MB who has decided to step down as Parent Governor at the end of the academic year • CMc for supporting the governing board throughout the academic year <p>The meeting ended at 18:03pm</p>