



STALHAM HIGH SCHOOL

LOCAL GOVERNING BODY

Tuesday 29th April 2025 at 6.30pm

MINUTES

PRESENT

Ian Richardson – Chair
Lee McMahon – Head of School
Janette Yaxley
Constance Tyce
Robyn Bush
Kate Whitehead
Mel Turton

IR
LMcM
JY
CT
RB
KW
MT

ATTENDING

Sarah Rankin – Clerk

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the meeting. New community governor MT was present and introductions were made. There were apologies from new governor Simon Alpe. Both governor applications were ratified by the LGB and MT and SA were welcomed to the Board. There were no declarations.	

2. MINUTES OF THE MEETING OF 25th March 2025 AND MATTERS ARISING

	ACTIONS
The minutes from the meeting held on 25 th March were approved for accuracy.	
Matters arising: None not covered by the agenda.	

3. HEAD OF SCHOOL'S REPORT

	ACTIONS
Given the proximity of the last meeting, no School on a Page was prepared. The following was discussed: Year 11 TPGs: presented on screen. Governors were reminded that the P8 score is not being reported for this year due to Covid. LM reported that the Trust are requesting this data, even though it is likely to be unreliable and difficult to compare across schools in the Trust. The following was noted:	

<ul style="list-style-type: none"> • These are teacher predicted grades based on performance during the year and approach to revision. LM observed that teachers tend to be cautious with their predictions. • Number of students predicted grades 7+ has reduced year on year • A cohort of 10 children are negatively affecting the data due to low and non-attendance. • Increases in the number of children predicted 4+ and 5+ grades. • Data similar to last year, but a stronger cohort. • LMCM advised that the most need at the school is located in the current year 10, where there are a considerable number of EHCPs and LAC. This year group also transitioned during Covid. 	
<p>Update on Alternative Provision at Stalham: LMCM advised that the stage 1 plans have been approved with Andy Tovell presenting them to the Trust Board tomorrow for discussion. It was confirmed that this facility would only be for KS3 children who are on the verge of PEX at their school. LMCM observed that the issues with road access and parking has been resolved in the plans. It was noted that the facility would be shared by 7 schools, and that there would be capacity for 22 students. Placements would be for two terms, and children would not be on the school roll or be in Stalham uniform. Some logistical elements remain such as catering and cleaning. LMCM noted that he would be responsible for staff recruitment. Other considerations flagged were the need for exit strategies if a placement does not work, as well as the reputation of the school.</p>	
<p>Year 9 options: This have now been agreed with 10 options available to students. Governors were pleased to hear that 90% of children have their first choice confirmed. The Head reported that 3 students are leaving to join the University Technical College in Norwich.</p>	
<p>Oddballs: LMCM advised that following consultation with students, an order of 60 Stalham branded woolly hats from Oddballs has been submitted at a cost of £940. All profits made will be reinvested to purchase staff raincoats. Governors felt this was an excellent idea.</p>	

4. SAFEGUARDING

	ACTIONS
<p>LMCM advised that every term a safeguarding overview is produced for the Trust which covers training, current caseload and trends and patterns. It was observed that there has been increased reporting of self-harm at the school as well as an increased number of alerts from Operation Encompass. The reasons behind increased incidents of self-harm were discussed, along with the school's response. Governors asked how the school's impact in supporting children could be measured. LMCM advised that this could be measured over time. Governors asked whether there is any additional support the school could give. LMCM advised that more support staff in the classroom would help. Governors considered whether professional volunteers would be of value. The Head observed that an apprenticeship social worker scheme has been in operation at other schools in the Trust, where the apprentice attends school for 2 terms. LMCM will investigate at the next Heads meeting.</p> <p>The benefits of outdoor learning were discussed. KW flagged the allotment project at RHSC funded by the Papillon project. Forest school was discussed. LM advised the goal for all students to be able to access Forest School, but flagged the insecure nature of the forest</p>	LMCM

school area which is susceptible to intruders. Governors agreed that the practicalities on site are challenging. KW will liaise with Joe regarding potential volunteers to support with Forest School.	
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5. INFORMATION FROM THE TRUST BOARD

	ACTIONS
IR reported back on the recent Chair's meeting. A change in governance leadership was noted with Natasha Hutcheson stepping down from Chair of Trustees with James Macadam taking the helm.	

6. POLICIES AND DOCUMENTS

	ACTIONS
Intruder Management Plan: LMCM advised that a lot of work has been carried out on this in consultation with all staff. Communication with parents has taken place to explain the procedure and advise that a drill will take place this term. LMCM reported that Joe from the PAD has produced lesson plans for RS lessons on introducing what to do in a serious incident outside of school. This will prepare children to discuss a potential school incident. Governors felt that the communication to parents in the bulletin was clear and informative. Governors were pleased at the engagement of all staff who clearly recognised the need for such a plan.	

7. GOVERNANCE

	ACTIONS
Monitoring: meetings with the SENDCo and PN in the diary. MT will join KW on her meeting with PN on 9 th May.	
Governor recruitment: successful recruitment of two new community governors. Recruitment ongoing with community and FOSH events presenting opportunities for recruitment.	

8. FOSH

	ACTIONS
Easter egg hunt: RB reported on a hugely successful community event which £200 raised for the school. RB and KW were thanked for all their hard work getting this event off the ground.	
Recruitment of new FOSH members: the need for further proactive members of FOSH was discussed. FOSH presence at the year 7 settling in evening was agreed as valuable, as well as at the open day. It was noted that the Rec are celebrating 100 years on 30 th May, and that FOSH have been asked to run a stall.	
The Head thanked Governors for their considerable dedication in running FOSH and towards governor recruitment.	

9. INFORMATION FOR THE TRUST BOARD

	ACTIONS
The Intruder Management plan will be sent back up to the Trust when finalised.	

10. CHAIR'S BUSINESS

	ACTIONS
IR reported on the celebration assembly attended last term, stating how lovely it was to see so many certificates being issued. The Head thanked IR for his attendance and for his talk which was greatly appreciated and valued by the staff.	

11. ACTION LOG

	ACTIONS
Updated.	

12. A.O.B

	ACTIONS
None.	

There being no further business the meeting closed at 8.30pm

Date of next meeting:

Tuesday 8th July 2025 at 1830 in the PAD, Stalham High School