

Students' Governors' Committee Meeting 9th March 2011

**Present: C Molyneux, G Lunt, ALomas, S Ellison
I Mohamed**

Issue	Matters arising/ Discussion/ information	Action Taken/ to be taken
Apologies	S Langhorn	
Introduction	Introductions were made and C Molyneux stated that she had been elected as Chair of the Committee following J Coyne's resignation	
Previous Minutes	<p>C Molyneux asked if the Admissions Policy had been amended as currently the school is required to accept students due to low numbers on roll. The Headteacher has spoken to Chester University and has been informed that the policy could be amended if the school became an Academy and they would refuse an application from a student with a poor behaviour and attendance record. At the moment we have an application from a student who has been permanently excluded and the Headteacher has received a letter from the Local Authority to inform her that we are obliged to accept the student. He will be discussed at the Governors' Meeting on 21.6.11 when a Governors' decision will be taken. If school is forced to accept this student, he would placed in the Liverpool Reintegration Unit that is situated on the Shorefields site.</p> <p>C Molyneux requested that a list of school policies be sent to her</p> <p>C Molyneux asked if links could be made with the Governors and the Student Council following the request of J Coyne at the meeting on 17th November 2011.</p>	<p>C Molyneux will speak to the Chair of the Liverpool Education Trust at the meeting on 16th March 2011 to put this item on the agenda and request that a letter of intent be collated stating that applications if deemed unacceptable could be refused.</p> <p>R Owens to forward list</p> <p>S Ellison would arrange a meeting at the end of the Summer Term to enable the Governors to thank the students for their valuable contribution throughout the year.</p>

<p>Behaviour and Exclusions</p> <p>Behaviour policy</p>	<p>Most students will behave if they feel able to participate and are treated with respect and empowered to succeed. Since WHYDAI every member of staff has been accountable for the students' behaviour in their classrooms, as good behaviour is the cornerstone of the school's vision to move the good to the great. An updated version of this was distributed to staff for September 2010.</p> <p>Team Around The Child meetings take place with the first point of contact being the tutor and eventually, if there is no improvement in the students' behaviour, they are referred through the Head of House, Assistant Headteacher, Deputy Headteacher and eventually to the Headteacher who will monitor their progress and decide what action is to be taken.</p> <p>Behaviour in the school is improving, but not as much as we would like. The individual teacher must show a high level of responsibility both inside and outside the classroom by ensuring that :</p> <ul style="list-style-type: none"> • The student is under supervision at all times and is never made to stand outside the classroom • The immediate availability of support for staff through the pager system. • Records of all incidents are kept including action that has been taken. • Any student paged from class to Early Intervention Unit receives the appropriate sanction from the teacher who paged them out. <p>There have been a significant number of exclusions since the start of the school year and in some cases where everything possible has been done to support the student, the Headteacher is left with no choice but to permanently exclude the child.</p> <p>The Parent Governor stated that when his son first came to Shorefields he felt that the teachers were unable to control the students and did not allow his son to come to school on the bus as he feared for his safety. He now feels that his son is safe enough to come to school by bus as the behaviour of the students has improved.</p> <p>There are 2 members of staff in the Reintegration Unit and 1 – Gill Smith in the Liverpool Reintegration Unit which houses students who have been permanently excluded from schools city wide. Mrs Smith works with the teachers in Shorefields to ascertain where the trigger points are for a student whose poor behaviour may result in exclusion.</p>	<p>Policy ratified by Governors</p>
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	<p>Poor punctuality is a great concern not only with the students but also with the staff. Parents are contacted and asked to come to meetings to talk about the problem, but the majority of these parents fail to attend the appointments. If staff do not have the support of the parent then there is little that can be done to help the student</p> <p>This new Behaviour for Learning Policy has had significant changes made with the emphasis on the high expectations of staff and what is expected of them to improve the students; behaviour, attendance and punctuality.</p>	
<p>Attendance And Punctuality Policy</p>	<p>Parents and carers have the primary responsibility for ensuring that their children, who are of compulsory school age, receive their entitlement to a suitable education, either by regular attendance at school or other educational establishment. This includes ensuring a good level of punctuality. It is the responsibility of the LEA to ensure that parents meet these requirements as laid down in the Education Act 1996.</p> <p>Registers are taken every lesson to keep track of a student's attendance. The mandatory times for this are at the start of school and the start of lesson 5.</p> <p>Attendance has improved from last year but has still not reached the target of 92.8% as required by OFSTED. On the first day of absence parents are required to inform the school and on the students' return must supply an absence note indicating the length and reason for absence. Parents must ensure that the school has up to date contact details. This does not always happen.</p> <p>Nurture groups for vulnerable students and increased targeted meetings and support for specific parent groups have been put in place.</p> <p>Return to school interviews have been introduced and rewards are given for good and improved attendance and punctuality. The Vivo Miles rewards system will hopefully be installed by the next academic year.</p> <p>If attendance issues cannot be sorted out by the school the student may be referred to the Education Welfare Officer who will carry out sanctions such as Fixed Penalty Notices or prosecutions on the Magistrates Court.</p> <p>The school is required by law to keep a student who is not</p>	<p>The Deputy</p>

	<p>attending school on their roll.</p> <p>There are a significant number of students who are constantly late through no fault of their own and late passes are often issued to students who have to take siblings to school or are late with a genuine reason e.g. caring for family member</p> <p>There are plans from next Wednesday that Learning Mentors, a member of the SLT and Head of House will wait in reception at 8.45am to take the names of students who are late and put them on detention at break. A strict hierarchical system of sanctions will follow,</p> <p>S Ellison has spoken to the Headteacher regarding taking registration at the beginning of the morning and at the end of period 6. She is to speak with the SLT to obtain their thoughts about the change of time</p>	<p>Headteacher – I Young is looking into on line working and asking parents whose child is on a part time timetable to do lessons with the child at home</p> <p>Parents whose child is repeatedly late will be invited into school and asked to sign a contract stating that they will do their utmost to get their child to school on time.</p> <p>S Ellison to feedback results of the changes at the next Students’ Committee Meeting.</p> <p>Attendance and Punctuality Policy ratified by Governors</p>
<p>Mis-use of Substance Policy</p>	<p>Policy discussed by Governors. – Page 2- Possession of an illegal drug. This should be amended to in possession of illegal drugs, prescribed drugs and substances in aerosols.</p>	<p>S Ellison to amend wording and Policy ratified</p>
<p>Student Voice</p>	<p>The Student Voice Committee meet once a fortnight with the Deputy Headteacher, Headteacher, Miss O’Callaghan and two learning mentors. This is on a rota basis. The House System was introduced at the start of the academic year and the students are split into four Houses – Wilkinson, Rathbone, Duncan and Wiberforce. There are mixed years in each house as it was felt that the older students could look out for the younger students.</p> <p>The recent strike by students was managed well and it</p>	

	<p>showed that the students are passionate about the school and care about its future</p>	
Rewards	<p>S Ellison and J Lockhart (teacher) are to look again into the Vivo Miles Rewards System which will hopefully installed by the start of the next academic year. The students will be issued a credit card for merits and this will give them a sense of responsibility. S Ellison explained that as the CLC is closing on 31st March she will no longer be given the £1000 funding from them which enables her to purchase rewards for the students.</p> <p>C Molyneux suggested contacting Governors who are employed by large organisations and asking them for help towards the funding of rewards.</p>	<p>C Molyneux will contact R Owens to email Governors on the approval of the Headteacher</p>
AOB	<p>At the next meeting S Ellison would like to discuss Safeguarding, Anti Bullying and Child Protection Policies.</p> <p>A Lomas requested that changes to SEN students be discussed at the next meeting as at the moment there is a lot of bureaucracy surrounding future funding.</p> <p>Meeting closed at 5.50pm</p>	<p>R Owen will speak to I Young re the SEN Coordinator to ask if she will speak at the next meeting.</p>

