

Local Governing Board

Monday 11th March 2024

Minutes

Present: George Constantinides (Chair)
 Del Cooke (*from item 5*)
 David Lee
 Emma McCoy
 Phil Ramsden
 Wasim Rehman
 Vernika Sharma

In Attendance: Sugra Alibhai
 Beth Holmes
 Peter Green
 Tim Grundy

1.	Governance
2.	Previous Minutes
3.	Matters Arising
4.	Headteacher’s Report
5.	Admissions Update
6.	Widening Participation and Outreach Update
7.	Teaching & Learning Update
8.	Student Experience – Wellbeing & Progression
9.	University Mathis School Network
10.	Building Update
11.	ICLMS Risk Register
12.	AOB

Minute	Decision /Action	D/A
1.4	Clerk to circulate Scheme of Delegation.	A
1.4	Clerk to follow up on central folder containing key documents and induction materials, as part of the External Review of Governance.	A
10.	Peter Green to discuss U-Maths funding distribution with Maggie Dallman at the upcoming Steering Group in April, along with governance and whether maths schools can receive donations directly.	A
3.	Next meeting of the Local Governing Body to take place in school and include an item presented by the Student Council. Tim Grundy/David Lee to circulate key dates that governors may wish to visit the school.	A
5.	David Lee and Del Cooke to agree dates for admissions appeal panels.	A
8.	Wasim Rehman to become Careers Governor.	D
8.	David Lee to contact Imperial’s Career Service to support with work experience.	A
11.	Sugra Alibhai and David Lee to consider increasing the risk around recruitment on the school’s risk register.	A

The Board welcomed Vernika Sharma, Parent Governor, and introductions were made.

1. **Governance**
 - 1.1 **Apologies for Absence**
None.
 - 1.2 **Declaration of Interest**
None.

2. Previous Minutes

The previous minutes of the meeting of 6th November 2023 were reviewed and approved as a true and accurate record of the events that took place. It was agreed that the minutes could be published in their entirety on the ICLMS website.

3. Matters Arising

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| 1.4 | The Clerk confirmed that the Scheme of Delegation was approved at the recent meeting of the Board of Trustees and that she would circulate this. | Action |
| 1.4 | The Clerk explained that the central folder containing key documents and induction materials is being discussed as part of the External Review of Governance and that she would follow up on this. | Action |
| 1.5 | It was noted that Vernika Sharma had been appointed as Parent Governor and Tim Grundy as Staff Governor. | |
| 10. | Peter Green to discuss U-Maths funding distribution with Maggie Dallman at the upcoming Steering Group in April, along with governance and whether maths schools can receive donations directly. | Action |

In response to a question from governors, David explained that ICLMS is following Woodhouse's assessment schedule and would conduct a suite of exams to benchmark students against the recognised standard, in addition to the internal assessment. **In response to a follow up question**, it was confirmed that assessment data would be presented to governors at the autumn meeting.

Regarding link visits, **governors questioned** whether the school has a link visit policy, and it was noted that, in the absence of a policy, governors are always welcome to visit the school. It was agreed that the next meeting of the Local Governing Board would take place at the school and would include an item presented by the Student Council. It also was agreed that Tim Grundy/David Lee would circulate key dates that governors may wish to visit the school.

Action

4. Headteacher's Report

The Governing Board had received the Headteacher's report in advance of the meeting. David Lee explained that attendance remains strong, and a large amount of work has taken place around admissions.

Confidential minute.

Governors questioned what triggers departments receiving support around teaching & learning, and it was noted that this would be as a result of observations during learning walks, disappointing outcomes or repeated student complaints.

In response to another question from governors, David confirmed that 'stages' refer to the various phases a student may be put on within the Academic and Behaviour Policies, when a concern has been identified and staff are liaising with the family. It was noted that the school is mindful that some processes may need to change as it grows, particularly around attendance.

Governors requested information around the safeguarding data and Tim Grundy explained that this shows the number of live cases. Tim informed the Governing Board that some of these cases have been open since the autumn term and, due to being ongoing issues, require constant monitoring.

Governors questioned the outcome of the DfE visit and were informed that this was a positive meeting.

5. Admissions Update
Confidential Minute.

6. Widening Participation and Outreach

David outlined the work that is currently taking place around widening participation, which included taking legal advice on how to increase the number of female students and ensuring that there is a variety of representation at events and in marketing materials.

In response to a question from governors, David confirmed that, whilst no official feedback has been taken from the five girls currently on roll, their tutor ensures that she regularly checks in with them. **In response to a follow up question**, David confirmed that all the female students in the school are progressing well and are on track with their targets. **Governors questioned** how ICLMS' uptake compares with local and national figures and it was noted that, nationally, 18% of physics students are girls and Woodhouse College has similar demographics in physics to the school.

David outlined the indicators of social disadvantage, which included looked after children, free school meals, pupil premium and the Index of Multiple Deprivation as part of the admissions weighting matrix. Governors also received the admission data by ethnic group.

Finally, the Governing Board noted the outreach work that is taking place, including the launch of Physics Mondays with year 9 in the summer.

7. Teaching & Learning Update

Governors received an update on teaching & learning, noting that this ethos is now being embedded across the school to inform and direct teaching & learning discussions, with a training session around this taking place at the recent INSET day.

Governors received the school's teaching & learning framework and, **in response to a question**, David confirmed that this would be used to inform individual practice but, as the school grows, it will also assist in determining the school's priorities in the School Improvement Plan. It was agreed that, whilst it is not the role of the Governing Board to determine the teaching & learning framework, governors should question how this is being monitored and embedded across the school.

In response to a final question, David confirmed that, in addition to this framework, the desire around CPD is that all members of staff visit another maths school to see this in action and share best practice.

8. **Student Experience – Wellbeing & Progression**

Tim explained that there has been an increase in the number of safeguarding concerns being reported in school and the counselling service is now oversubscribed, as the students feel more comfortable opening up to adults. **Governors questioned** what is being done in response to the oversubscription of counselling, and Tim confirmed that referrals are triaged by external providers to ensure that those with the most need are receiving support. It was noted that the Trust will be going out to tender for its counselling provision next year.

A student survey has been conducted again this term with an increase in the number of students feeling comfortable and safe in school, having now settled in to ICLMS.

The Board also noted the successes that have taken place this term including the introduction of Unifrog, student engagement with Woodhouse College, guest lectures and continued collaboration with Imperial College London.

Tim explained that next steps include ensuring all students have meaningful work experience, receive support from a Careers Advisor and attend trips to university open days, as part of the work around cultural capital.

It was noted that the Careers Policy would be approved at the next meeting of the Local Governing Board and Wasim Rehman agreed to become Careers Governor. **In response to a question from governors**, Sugra explained that the role of the Careers Governor is to visit the school regularly and understand the work of the careers department and feed this back at meetings of the Governing Board.

Decision

In response to a question from governors, David explained that the students' long-term project assists in achieving the Gatsby Benchmarks, as well as work experience programme, which continues to be a challenge since covid due to the increase in people working from home. However, it was noted that ICLMS are pushing the need for work experience with students and it was suggested that the school contact Imperial's Career Service to support with this.

Action

9. **{U} Maths School Network**

It was noted that the Network Day is taking place on 3rd May 2024 and all Governors and Trustees had been invited to attend. In terms of funding, David explained that a £100k 'golden handshake' is anticipated for maths schools, as well as a grant of £60k to fund a full-time member of staff. It was noted that version 4 of the Charter would be shared with all governors before the final version is approved.

10. **Building Update**

Confidential minute.

11. ICLMS Risk Register

The Governing Board considered the ICLMS risk register and was reminded that this is owned by the Audit & Compliance Committee. **Governors questioned** whether the risk around recruitment should be raised, given the challenges that the school are currently facing, and it was agreed that this would be discussed by Sugra and David.

Action

12. Any Other Business

Governors were invited to attend presentations on 27th March 2024.

The meeting concluded at 8:03pm.