

BOARD: Holsworthy Local Stakeholder Board Meeting
DATE: 8th June 2026
TIME: 5:00pm
VENUE: Holsworthy Community College
ATTENDING: D Allcorn (Chair), O Dawson, D Hosie, A Sweeney (Principal)
 K Sampson (Governance)

The Code of Conduct requires governors to be honest and open with regard to conflicts of interest (either real or perceived). Governors must not use their position for personal gain in business, political or social relationships. Therefore, a governor who has, or may be perceived to have, such a personal interest in a particular matter under consideration should declare that interest, withdraw from all discussions relating to it and take no part in any vote on such matter.

Items marked * are those in which a majority of governors may have an interest because of some shared attribute. When considering these items, governors should aim to achieve a balanced view, paying particular attention to the sources of information and advice, and remind themselves of their duties as trustees and to act in the public interest.

HCC Local Stakeholder Board Meeting

1. Administration matters

Apologies for absence - Katie Stallard

Confirmation of Quorum (50% appointed number = 3) Meeting confirmed as quorate.

Declarations of interest: NONE declared. Note - DA has stood down from PTFA

2. Minutes:

Governors to approve the minutes from the meeting of 27 April 2026

AGREED: The minutes of the meeting on 27.04.26 were approved as a true record.

3. Matters arising from the Minutes:

Update on Action Points / Matters raised from the meeting held on 27th April 2026:

Action	Summary	Actionee	Status
1	DA to attend PTFA meeting and speak to potential governors coming up from Primary. Update: Governors to also consider attending: - Parent visits for upcoming Year - Yr 5 stem day - 23rd June transition	DA	C/F PTFA still have not met DA to talk with Mark Harris, PTFA AGM in a couple of weeks DA/OD will be at transition day, there is a slide in AS deck for the day
2	Email to Parish Council clerks for Community Governor Update: OD will get in touch with her parish clerk, Bradford and Cookbury council	DA/OD	c/f OD has asked clerk to email me, none received as yet
6	Consider enrichment opportunities that fit with local rural community	AS/OD	Part of the mix for activities. closed
7	DA will draft some questions and work with OD for pulse survey ahead of their visit	DA/OD	

What is the plan for the governors' role around a future Ofsted inspection, who is AS calling?

AS will let DA know when phone call comes on the Monday. DA has already checked with his CEO at work to be available. DA will catch up also with RS. OD also available if required. Governors usually brought in on Wednesday morning.

Visit notes are also important to have logged ready for Ofsted visit. Visit coming up on 23/6

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	Staff voice is important. ACTION: DA will draft some questions and work with OD for pulse survey ahead of a future Ofsted visit.
4.	Matters Brought Forward at the Direction of the Chair: None.
5.	Principal's report - Currently maintaining a balance of Ofsted readiness vs maintaining long term planning, and healthy day to day. - Focus is on sprint work and short time frames 4-8 weeks. Need to walk into any classroom at any time and ensure everything is going well. - Everyone is feeling a bit of pressure. Working incrementally. - Year 11 is in a good place, which is reflective of the hard work of staff. - We are waiting for Ofsted inspection and are constantly getting ready. The impact of this will be felt once they have been but need to build from that. - Letter going out tomorrow about Yonder pouches. It really is just enhancing current approach to mobile phones. In the penultimate week of term there will be a soft launch, hard start in September. There will be clear signalling and messaging with an ongoing consistent approach. What about children who have 2 phones? The rule is if students have a phone, we expect it to be sealed in a pouch. There will be stiff consequences if pupil found with phone out. Staff are already knowing which pupils will struggle, hence soft launch. There will be a letter to parents to explain when they have fallen foul of the policy. We want parents on our side. We have worked hard with some families/parents to be clear on policy and rules. - Feedback from family voice supports that we are getting there with parents. Family voice going out end of the week. Have we had contact with primaries already? Yes. We have data on incoming pupils/families. On paper, the cohort coming in looks good. Highlights from AS - Impact on staff for next 6 months will be around their CPD model. We know our staff well. Staff may not naturally love doing this, but constant professional dialogue about what is going well in different areas is important. If a staff member is strong with one group in a particular subject, would it help to see them in another subject? Yes, that is on the cards. It is not about judging; it is looking at what can be sharpened and trying to make things better. The Steplab structure will help this, even without the coaching element. Staff are being supported but actively engaged in areas where they are weak. Teacher learning and development is always a priority as pupils and curriculums change. The report mentions raising expectations about presentation of work. There is very little written work at home as homework is online. Is this a recent focus on presentation? Yes, post Easter. Too much inconsistency seen with presentation in written work. This is a risk factor which has been noticed, so now there will be a push on it. In KS3 written homework is limited. Extended writing is best done in class. Homework is about extended thinking, recall and testing memory. Emphasising glossary and vocabulary. Are pupils given key vocabulary to use? Mixture depends on subject.

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There is a lot of detail in the principal's papers, and governors thanked AS for this level of information and for the growing maturity around self-reflection and feedback.

Attendance

- Attendance is not good enough. We continually ask ourselves have we considered everything around absence? We are a small school which means small movements make a big difference and a few pupils can cause big swings.
- Trust improvement leads asked to look at data, are they asking the same questions that we are.
- RISE attendance support requested to help, often used post Ofsted vs before. Prior to inspection makes more sense for HCC.
- AS wants to start the school year above national and wants data to remain strong. We are tackling the hard to reach, there have been no legal cases last year, but we have worked on a few this year.

Outcomes

- There was a healthy uplift last year and predictions are positive this year. Not about win for this year, trying to build stability so outcome is not hope based.
- Did not run half term revision sessions; the decision was made on balance, analysing the time from staff compared to likely impact.

Suspensions

Do we see change in behaviour after a suspension?

The number of suspensions is down; number of days is up. Suspensions are escalating because of repeat behaviours. Behaviour is better in school. Still some pockets where there are issues. Same group (of boys) ending up in reset and there is a difficult decision to make i.e. to suspend or think more creatively. Reset needs to be tough, so that lessons are settled.

110 pupils joining in new term, is there any challenge with EHCP?

There is a rise in parent driven EHCPs. We want to be sharing information to help the child rather than the EHCP being used as leverage to get more. This feeds through into complaints; we need to be able to manage expectations and work with parents and share knowledge with everyone that works with that young person in the classroom.

DA/OD want to focus on SEND when they come in for their visit on 23/6.

Approaching a year since Steplab has been introduced, is it reaping benefits?

AS: Steplab relies on little but often, fortnightly coaching and professional conversations about teachers and their practice. Only implemented it 4 weekly so far as there are not enough coaches fully trained. Next year we will move to a fortnightly model. Have not been able to coach coaches through Steplab. They have had more leadership coaching instead. Next year anyone with teaching capacity will have a coach. Following this there will then be a development of a focus on quality assurance.

DH: the perspective from teachers, is that Steplab has been received quite positively. Have not had enough time to do it 2 weekly, hard to find time in the day with full daily workloads. Coaching based on what has been seen in class rather than preconceived view of what person needs to approve.

Coaches are never in same subject area, no subject bias. The staff buy-in is pretty good and with additional planning with coach/coachee timetables this will help in phase 2.

Have you learned anything you did not know?

DH has been teaching another subject this year. Coach has picked up on summarising which is a technique not used in main maths subject. Aim is to become reflective practitioners.

In the Principal's report, there was a mention of staffing impact on something you were going to plan?

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	It was around the timetable; we still have one position to appoint for timetable. Gap for drama. Otherwise, we have recruited well, 2 x NQT for science, ideally would get more experienced, but interviewed well. Steplab should help too. Do ECTs do Steplab? No, but they get a supercharged version through ECT.
6.	Community Engagement Year 5 stem day, numbers were a bit low, push in open event for year 4s coming through next year. Year 11 presentation event is coming up. Really important to celebrate all successes, big and small.
7.	Inclusion and Social Justice SEND and Safeguarding - Both have their own sprint work. Moved to align SEF with Ofsted framework at end of last year, senior team have taken ownership. On a page is sharper now. - Now data rich, last year about setting up systems to capture data, this year about using the data. This is more of what Ofsted want to see. - Now able to look at subgroups rather than headlines to demonstrate wins and this fuels confidence. During an Ofsted, if member of staff is off sick, what plans are there to cover? An explanation will be given to Ofsted and the hope they do not go into that lesson, but if they chose to then it will need to be based on cover work set. Ofsted is more mindful of the welfare throughout the process. Schemes of work in department available for staff to pick up? Yes, staff here are supportive of each other.

Meeting closed 6.20pm

Action Log 08.06.26

Action	Summary	Actionee	Status
1	DA to attend PTFA meeting and speak to potential governors coming up from Primary. Update: Governors to also consider attending: - Parent visits for upcoming Year - Yr 5 stem day - 23rd June transition	DA	C/F PTFA still have not met DA to talk with Mark Harris, PTFA AGM in a couple of weeks DA/OD will be at transition day; there is a slide in AS deck for the day
2	Email to Parish Council clerks for Community Governor Update: OD will get in touch with her parish clerk, Bradford and Cookbury council	DA/OD	c/f OD has asked clerk to email me, none received as yet
3	This meeting: To draft some questions and work with OD for pulse survey ahead of a future Ofsted visit.	DA	ASAP

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