



Local Governing Body
Annual Report

September 2023 – July 2024

Chair's summary

This past academic year has seen yet more improvements taking place in our school and once again I would like to thank Karen Hand, our headteacher along with her leadership team for navigating and steering us through yet another challenging but highly rewarding year.

As Chair I am incredibly fortunate to be surrounded by an amazing set of individuals from a myriad of backgrounds each bringing with them a wealth of knowledge and experience. As a Governing Body we continuously strive to provide appropriate support and challenge to the school and have welcomed the opportunities we have been given once again to see the school in action.

The role of a governor is an extremely rewarding one, albeit at times demanding, so I would like to take this opportunity to thank each and every member of the Local Governing Body for the support they have given, not only to the school, but also to me and one another. For the visits they have undertaken, the training they have completed, the meetings they have attended (and more importantly contributed to) and for simply giving unstintingly of their time on a totally voluntary basis as summarised in the report below – thank you.

Introduction

Schools are no longer required to produce a Governors' Annual Report, however, at Stopsley High School we believe that it is important that as a local governing body we are open and transparent with parents and stakeholders and have therefore decided to publish an annual report that explains about the work of the local governing body over the past year. A copy of the Annual report will be published on the school website along with other information that parents may find useful.

Stopsley High School is part of Middlesex Learning Trust.

Contact information

School Address:	St Thomas' Road, Luton, LU2 7UX
Telephone number:	(01582) 870900
Email Address:	admin@stopsleyhighschool.co.uk
School Website:	Stopsleyhighschool.co.uk
Clerk to governors email address:	lgbclerk@stopsleyhighschool.co.uk

Governor Vacancies

There is currently 1 Community and 1 parent Governor vacancy on the Governing Body.

Local Governing Body membership

Role	Governor	Date term of office ends	Allocated Responsibilities	Resigned
Parent governors	Beverley Gavin	31/08/2025		
	Anna Theron	31/08/2025	SEND Support Link	July 2024
Community governors	Toni Chivers	31/08/2025	Chair Leadership & Management Link	
	Bernie Dunne	31/08/2025	Vice Chair Safeguarding link	
	Henry Gosling	17/01/2027	SEND Link	
	Mariam Hoq	18/09/2027		
	Ianek McLaughlin	17/01/2027	Finance Link	
	Emmanuelle Roman	04/12/2026	Careers Information Advice and Guidance Link	
Staff governors	Omar Ouedraogo	31/08/2025	Health & Safety Link	
	Jemma Woollett	19/10/2027		
Headteacher	Karen Hand			
Clerk	Errin Keefe		Training & Compliance	

Governors attendance at Local Governing body meetings

Governor	Number of possible meetings	Number of meetings attended	Percentage of meetings attended
Toni Chivers	3	3	100%
Bernie Dunne	3	3	100%
Beverley Gavin	3	2	67%
Henry Gosling	3	3	100%
Karen Hand	3	3	100%
Mariam Hoq	3	3	100%

Ianek McLaughlin	3	3	100%
Omar Ouedraogo	3	3	100%
Emmanuelle Roman	3	3	100%
Anna Theron	3	2	67%
Jemma Woollett	2	1	50%

Governance structure

The Middlesex Learning Trust Scheme of Delegation sets out the Trust's approach to delegations between the different layers of governance within the Trust and outlines those responsibilities that are delegated to the Local Governing Body.

In fulfilling these responsibilities, the Local Governing Body has the strategic responsibility to hold the school Leaders to account for the academic performance, quality of care and provision within the school, the approval of the annual and 3-year budget and to review the schools progress in relation to its school improvement plan. At all times members of the Local Governing Body are expected to act within the framework set by national legislation and with due consideration to the policies and procedures of Middlesex Learning Trust. The governing body meets as a whole board once a term.

To ensure that we remain strategically focused on the agreed key areas of school improvement and work in an efficient way, certain aspects of our governance responsibilities have been delegated to specific governors.

Monitoring activity

One of the key functions of the governing body is to undertake strategic monitoring activity, the purpose of which is to triangulate information shared with governors by the senior leadership team. Over the past year the local governing board has undertaken the following monitoring activity:

- Monitoring visits (face to face and/or remotely) with members of the Senior leadership team/middle leaders to discuss aspects of the school improvement plan conducted
- Pupil surveys
- Staff and parent surveys
- Inviting members of the senior leadership team/middle leaders to governing body meetings to report on key areas

Below is a summary of the various activities that have occurred over the academic year:

- Reviews of the Single Central Record
- Link Governor meetings: Finance, Health & Safety, Special Educational Needs and Disabilities, Safeguarding and Careers Information advice and Guidance (CIAG)
- Meetings with Middle Leaders to share their vision, values and curriculum
- Participation in trust wide procurement processes
- Learning walks to see a wide range of lessons in action
- Participation in the Year 10 mock interview days

In addition to the above, members of the Local Governing Body have supported the school through representation on a number of committees and hearings such as the Pay Committee, student disciplinary hearings and appeal panels.

Governor training

Members of the Local Governing body take their responsibility to stay up to date seriously and place high importance on this. The following table shows the various training and professional development opportunities the governing body have undertaken during the 2023-24 academic period.

Governor	Training or CPD undertaken	Date
Toni Chivers	Online Safety (EduCare)	12 Sep 2023
	Safeguarding Young People (EduCare)	19 Sep 2023
	Safeguarding - How to fulfil the governance role	26 Sep 2023
	Safeguarding training	30 Sep 2023
	Governance Conference (MLT)	30 Sep 2023
	Governing Body Panels Training (MLT)	2 Oct 2023
	Race & Conscious Equality Training	28 Nov 2023
	LA Chair of Governors Spring Term 24 Briefing	15 Feb 2024
	School based IDSR Training	6 Mar 2024
	Governor and Trustee Data Training (MLT training on school data and accountability measures)	19 Mar 2024
	Financial Management Training (MLT)	14 May 2024
LA Chair of Governors Summer Term 24 Briefing	4 th July 2024	
Bernie Dunne	Complaints and Exclusions Panel Training	2 Oct 2023
Beverley Gavin	How to: Review Suspensions and Exclusions - NGA E-Learning link	29 Apr 2024
Henry Gosling	Safeguarding training	30 Sep 2023
	MLT Governance Conference	30 Sep 2023
	Complaints and Exclusions Panel training	2 Oct 2023
	Exclusions, Behaviour & Discipline	4 Oct 2023
	Governing Induction - School Support Services Luton	28 Nov 2023
Mariam Hoq	Safeguarding Training	30 Sep 2023
	MLT Governance Conference	30 Sep 2023
	Induction for academy trustees	24 Oct 2023
	Safeguarding for governance	26 Oct 2023
	The Prevent duty	26 Oct 2023
	Safeguarding Training at Governance Conference	30 Sep 2023

Omar Ouedraogo	MLT Governance Conference	30 Sep 2023
	MLT training on school data and accountability measures	19 Mar 2024
	Financial Management Training (MLT)	14 May 2024
Emmanuelle Roman	Safeguarding training	30 Sep 2023
	MLT Governance Conference	30 Sep 2023
	Complaints and Exclusions Panel Training	2 Oct 2023
	Staff Recruitment, Retention & Wellbeing	7 Feb 2024
	MLT training on school data and accountability measures	19 Mar 2024
	Financial Management Training (MLT)	14 May 2024
Anna Theron	TES Equality and Diversity	18 Sep 2023
	Complaint and Exclusion Panel training	2 Oct 2023
	Staff Recruitment, Retention & Wellbeing	7 Feb 2024
	MLT training on school data and accountability measures	19 Mar 2024
	Financial Management Training (MLT)	14 May 2024
Jemma Woollett	Staff governor	7 Dec 2023
	MLT training on school data and accountability measures	19 Mar 2024
	Exclusions, Behaviour & Discipline - face to face training	23 Apr 2024
	Finance: the basics	8 May 2024
	Financial Management Training (MLT)	14 May 2024

School Improvement Priorities 2023-24

The following progress was made against the key priorities identified by the school and governing body during the 23-24 academic year School Improvement Plan.

SIP Objective 1: To provide high quality education where excellent school standards result in all students achieving their best, being safe and happy, and able to progress to become successful adults.

- Observations show a much clearer 'Stopsley approach' to lessons where teachers and students are understanding the importance of clear classroom routines and a shared language for learning.
- The Support and intervention team have been providing the appropriate level of support and intervention to ensure that students can access their learning.
- Most teachers are now meeting and greeting students into their classroom which has led to students feeling welcomed and being in the right mind frame to learn.
- More members of staff willing to spend extra time with students outside of the lesson to enhance their relationship and to eliminate any barriers to learning.

- Evidence of some very good adaptations within the curriculum for all students including those with SEND. The inclusion of alternative packages including life skills and opportunities for additional literacy and numeracy for students with SEND as we strive to ensure the best possible outcomes for all.
- A dedicated, professional teaching team that utilises various strategies to educate their students. Teachers have been provided with the teaching tools and techniques via dedicated CPD sessions and have access to the right resources to aid the educational experiences of our students.
- Teachers are approachable and challenge students' questions and conversations. Teachers also model positive behaviours both inside and outside the classroom.
- Good progress towards embedding non-negotiables in lessons, flying starts and circulation and the positive impact these have had on teaching & learning with students generally more settled in lessons.

SIP Objective 2: To develop students' oracy and their literacy skills

- Useful CPD on Oracy and Literacy skills delivered.
- Literacy needs register established
- Progress in developing successful cross-curriculum strategies and approaches
- We have been promoting and encouraging subject based language to develop student's oracy and literacy by including key words to each lesson.
- Lots of work and effort has gone into creating lessons that provide think, pair, share activities within the English department. Lots of work done with Lexia and star reader testing to help with staff knowledge of students and gaps within their understanding.
- The amount of staff engaging in Think-Pair-Share and using oracy strands and talk partners.
- Talking stems, students more vocal now in lessons, willing to share- less 'I don't know's'

SIP Objective 3: To review the systems and ensure effective procedures are used to promote positive behaviour and excellent attendance resulting in positive culture and excellent outcomes for students

- Improved attendance, positive behavioural growth, teacher and staff contributions, Classroom and cohort achievements, improved effort.
- Incident records on Arbor are more precise and there are more options for achievement/behaviour points.
- It would appear that the new mobile phone policy has led to far fewer incidents involving mobile phones in school. Any students caught on phones now are also far less likely to argue or try to keep their phone.

SIP Objective 4: To continue to develop our sense of community as a staff body and beyond
<ul style="list-style-type: none"> Staff feedback demonstrates that the introduction of Treat Fridays for staff has provided additional opportunity for staff to interact and find out more about one another and led to additional opportunities such as Book Club to be facilitated. The Community Cohesion Champion has also provided after school activities for staff such as access to a personal trainer which has positively impacted on staff well being.
SIP Objective 5: Staff Development
<ul style="list-style-type: none"> The Trust wide INSET day and Middle leader meetings have provided opportunity for staff to receive high quality CPD which led to collaboration with colleagues across the schools. The Talent Management Framework for support staff and Outstanding Teaching Assistant Programme have provided additional opportunity for development which has then been cascaded back in school. A range of staff have been able to access the various National Professional Qualifications which have developed them as individuals as well as their departments
SIP Objective 6: To consider how we effectively communicate, consult and engage with parents and carers
<ul style="list-style-type: none"> Positive feedback alongside suggested further improvements have been collated from all the events held across the academic year alongside parent consultations on key changes show that our parents and carers are communicated, consulted and engaged with.

Governors expenses

Governors are entitled to claim for any expenses they incur as a direct result of their governance role as per our governor's expenses policy. In the interest of transparency, the table below includes details of all expenses claimed by governors during the 2022/23 academic year.

Amount claimed	Reason for the claim
No governors have claimed any expenses this academic year.	N/A