



FULL GOVERNING BODY MEETING

5 May 2021 at 6.00 pm
Via Zoom

Governors	Type	Present/Apologies received
Duncan Cope	Parent - Chair	Present
Kate Higham	Headteacher	Present
Emma Thompson	Co-opted Governor	Present
Emily Russell	Staff Governor	Present
Trudy Topp	Co-opted Governor	Present
Sofia Khwaja	Co-opted Governor	Present
Mick Poole	LA Governor	Present
Sandra Blake	Co-opted Governor	Apologies received and accepted
Tracey Casey	Co-opted Governor	Present
Clerk	Sandra Backhouse	
1	Apologies – See above	
2	Declaration of Interests - None	
3	Previous Minutes – 10.03.21 Minutes were deemed a true reflection of the meeting – approved.	
4	Policies No policies to be approved at this meeting	
5	Covid Update There are no issues to report. We have had no cases this term, and no isolations, either pupils or staff. We have applied to The Borough for the repayment of the extra funding caused because of the pandemic, ie meal vouchers, testing kits, PPE etc, and have been paid so the school is not too much out of pocket. Mick asked if the take up of the home testing kits was high. Kate reported that every child in the school has gone home with testing kits.	
6	QA – Sensory Walk, Book Scrutiny, Learning Walks and Planning Moderation. <ul style="list-style-type: none"> It is all looking really good. Just about to start a round of Lesson Observations which will go towards the Teachers’ Performance Managements. Teachers will teach the Recovery Curriculum until the end of the school year. 	

- Staff are having training on the sensory rooms, to make sure they know how to use them effectively.
Question: Once the Sensory Room training is completed will that be it for the Sensory Training? No, sensory training is continuous – the focus this term was sensory rooms, but they will move on to training on sensory integration, sensory motor skills, the outdoor play areas etc.
Question: is there a way of measuring if the Sensory room and other sensory strategies taught has an impact on behaviour. Kate said she will try and find a way to measure it accurately.
- An advert has gone out for our own Occupational Therapist.

7 School Designation Change
The Borough have said that they cannot see a reason for changing the designation. Kate’s argument was that it would clarify what admissions we get, however Borough just want the description of the school changed not the designation. The official designation is: Special School for children with complex and different needs.
Question: Will Changing the description meet Kate’s needs? Kate says that the Borough says it will.
We might re-visit at a later date.

8 Governor Roles
The following was agreed:

Leadership & Management	Duncan Cope Trudy Topp
Personnel, Development, Behaviour and Welfare	Trace Casey
Quality of Teaching, Learning and Assessment	Mick Poole
Outcomes	Sofia
16 – 19 (Sixth Form)	Emily
Early Years (Primary)	Emma Thompson
Additional Funding	Sandra Blake

Headteacher’s Report
Long report this meeting.
Attendance – dramatic drops – caused by Covid absences.
Behaviour – It was noted that the number of pupils is missing in the report. A new HTs report is inserted below. The numbers are made up of mainly Primary and 1 Year 8 child who we have said we can’t meet need. She is part time and 2:1, but there are incidents every day.

Question: Do the Borough recognise that we cant meet need?
Answer: The Borough have said we can meet need and have asked us to apply for new funding, which we are doing. School do not think this is the solution and will re-visit once the additional funding is in place.

Finance – It looks like we have a very large rollover, however this is ear-marked for the Farm Renovations.

	<p>Outcomes: This is reported as a percentage of those within range and on track (judged as green) to make good or better progress. This is RAG rated.</p> <p>Question: the figures are low in KS3 are the interventions still being used? Answer: There is a lot of anxiety in one particular Year 7 class and a couple of the year 8 classes which is bringing the percentage down. There are lot of mental health issues and home-life issues in those classes. We are still using the interventions – especially our own Counsellor and ELSA sessions.</p> <p>Safeguarding – Concerns don’t seem to be very high considering the percentages in the Outcomes section. Answer and Action: It appears that CPOMS has not been included. Kate will make sure this is put right</p> <p>Action Completed: New HTs report inserted below</p> <p>Governors were happy with the report.</p>  <p>HT report 2021 spring term.docx</p>	
10	<p>Training</p> <p>There is a big government push at the moment for investigating sexual harassment in schools. It has been discovered that there is a lot of it going on in schools.</p> <p>Question: how do the children recognise that this is happening? Should this be included in the PSHE curriculum? Answer: Kate will investigate re PSHE curriculum.</p> <p>Action: Clerk to investigate the availability of training on this subject for Governors.</p> <p>Action Completed: Clerk has emailed Patrick Cummings (Governor Support) to see if he is available to repeat his training event for our Governors. His reply is below:</p> <p><i>“It is not something I normally do but I will need to update the presentation once Ofsted have reported back etc as the guidance I am sure will change. This means I might run an extra session as before which all your governors could attend or just do an update briefing. It all depends on what the outcomes are and how much is changes on what I will do.</i></p> <p><i>Let’s leave it until I know what I am doing and we can then decide either to invite your governors to the general session or I will attend one of your board meetings. Sound ok?”</i></p> <p>Action Completed: As soon as Clerk has further advice she will let Governors know.</p>	
11	<p>SEF & Development Plan Standing Item SEF is reviewed at the end of this term and will be forwarded to Governors. (This was completed on 16.03.21 and emailed out to Governors). This will be re-written in the next few weeks.</p>	

12	<p>Governor Monitoring</p> <p>Trudy carried out the Health & Safety Monitoring – report was attached to agenda. There were no queries from Governors</p> <p>Now that the roles have been allocated the diary for monitoring visits will be done by September 2021</p>		
13	<p>Health & Safety Update</p> <p>The audit has taken place. Governors very pleased with the report.</p> <p>Action: Simon is going to put something together to prove the Business Continuity.</p>		
14	<p>Safeguarding</p> <p>Questions/Queries from the latest newsletter:</p> <p>Our school social worker has been extended for a while longer.</p>		
15	<p>Academy Discussion</p> <p>Education Secretary has announced there is to be a push to academise schools, therefore Kate recommends that the school needs to start an informal discussion on this. If governors agree, the headteacher recommends that the school develops a working party to research potential advantages and potential disadvantages of converting to an academy or joining a MAT; keeps staff informed and involved; and gather stakeholder views after information has been disseminated to all parties who may be affected, including: staff; governors; pupils; parents; feeder schools. Findings and considerations to be reported back to governors.</p> <p>It was agreed that a working party would be formed. Duncan and Mick agreed to represent the Governors and to research and ask the questions for the stakeholders to find the answers.</p> <p>Action: Clerk to ask Patrick Cummings (Governor Support) if there is any training in this area. (Action Completed: See the Guidance Paper Patrick Cummings recommended to Governors. This will be on the Agenda for the meeting 23.06.21</p> <p>Going forward this will be a standing item on the Agenda</p>		
16	<p>Governance Matters</p> <p>Governor Roles as above</p>		
17	<p>Any Other Business</p> <p>(a) SFVS – Emma went through the report with Simon and reported that it had been completed satisfactorily. Governors agreed that Duncan can sign it on their behalf.</p> <p>(b) Final numbers for September. They are not increasing PAN, but they are increasing pupil numbers which means that we will be 34 pupils over. SBC assure Kate that she not be blamed for it.</p> <p>(c) Recruitment – we have hit a recruitment crisis re teachers. Interviewing again this week. We need 3 or 4 teachers.</p> <p>(d) Recruited 2 new S&LT and 2 TAs</p>		

Meeting ended 19:30
Next Meeting Wednesday 23 June Finance (5.00) and Full Governors 6:00