Haselworth Primary School

Stone Lane, Gosport, PO12 1SQ Tel: 02392 583657 Head Teacher: Mrs Natasha Jones

Meeting of the Full Governing Body
Monday 28 March 2022 at 5pm via MS Teams

MINUTES

Present:	David Williams	Co-opted Governor
	Judith Turnbull	Co-opted Governor
	Julie Millard	Co-opted Governor
	Christopher Roast	Co-opted Governor (Chair)
	Philip Bleckly	LA Governor
	Sian Hosmer	Staff Governor (joined during item 4)
	Alison Allsopp	Co-opted Governor
	Babs Taylor	Co-opted Governor (joined during item 4)
	Llyn Codling	Co-opted Governor (joined during item 4)
	Natasha Jones	Headteacher
In Attendance:	Louisa Trafford	LA Clerk
Apologies:	Greg Whates	Parent Governor (vice chair)
Quorate:	Yes	

Governor questions in red

1 Welcome, apologies for absence and declarations of pecuniary interests in addition to those on the register

The chair opened the meeting at 5.05pm and welcomed attendees.

There were no apologies, BT, LC and SH were expected shortly. GW advised he would try to get to the meeting but also had work commitments.

There were no declarations of pecuniary interests in addition to those already on the register.

2 Minutes of the last full governing body meeting:

- Approval of Minutes FGB 31st January 2022 and Matters Arising and Actions:

Item	Action	Who
3	Working party to form and review Behaviour Policy to include some form of progressive steps for sanctions regarding violent physical behaviour and discuss further with HT. ***HT advised the behaviour policy is very detailed regarding progressive steps, the children in question all have external agency support and their own personalised plans in place, these plans outline their own specific requirements in terms of sanctions, what is suitable for one child would not necessarily work for another.*** ***Q: Can we have an update on Robin Class?*** ***A: This has been really successful, the three children have had behaviour support including outreach from Waterloo***	ALL

			School based on their educational needs, they have their own time table. These children will always need specific support but we are very pleased with the provision and its effectiveness. There was discussion regarding the minutes, specifically a line on page two: *'Similarly, to the budget deficit, governors agreed that they need to acknowledge that there is an issue if staff are being hurt and action is needed.'* For clarity, although there is no direct relation between the deficit budget and any potential behaviour issues, the meaning of this comment was that they are both separate issues that are required to be acknowledged by the GB, which they have. Secondly, there was a short discussion regarding the guest at last term's meeting, Amanda McGarvey. In future governors would like to ensure all guests to the meeting are introduced at the opening of the meeting. **Q: Returning to the behaviour discussion, we understand that different children have specific needs but we wanted to ensure that there are a set of generic steps to deal with violent behaviour?** A: Yes, within the behaviour policy, however the policy needs reviewing before the next meeting. The governors agreed to approve the minutes, clerk to arrange for a signed copy to be filed in school.		
3	**Agree any urgent business under item 9** None to discuss.				
4	**Headteacher written report** The report was circulated prior to the meeting, HT highlighted the exclusion figure, this is due to a small group of children with a high level of needs. There are agencies supporting these pupils including The Waterloo School, PBS, Inclusion Service and Social Services. The school are taking the correct actions with the support of these agencies and also attempting to get in-reach help for one child, although it does not appear that they meet the threshold. There is an expectation on schools to support children with additional needs but they are not being given the right resources. HT wanted governors to note that this is a core set of children and not the entire school. **Q: So are the 11 exclusions across four children?** A: Yes and all through the right channels at the LA with the correct paperwork completed. The staff and children's safety needs come first. Governors were advised that there is a School Communications from HCC regarding revised exclusion guidelines. Governors encouraged to read, chair has saved this to GZ. This is not a HPS problem but a national problem, the pandemic has had an effect on children missing key social milestones.				

	Q: Are County sympathetic to the problem? A: They recognise the challenges schools are facing, they acknowledge what we are putting in place as a school. HPS have a Counsellor and Therapist and seek agency support. Some of these children are coming from very complex backgrounds, there is no access to specialist provision at the moment. The school have received two EHCPs for September, 25% of pupils on roll are SEND, 40% are FSM, it is recognised by social services how well HPS work with the children. They are flexible and react or plan if possible, the school are keen to have support but, equally, they don't want the LA to think they are not coping. **Q: Covid has clearly exacerbated the situation and there is a problem in Gosport and Fareham disadvantage areas, we can see how HPS has drawn on experiences and pooled resources with other schools, do you feel you have gone past a point and things are starting to improve?** A: Yes, it is easy to focus on the negative day to day but we are very proud of the progress we have made. Governors acknowledged that the days are hard but strategically the school have done really well. This was noted in the LLP and LA visit, they were really positive in their comments. HT agreed that the visits were thorough but positive, there were book looks, monitoring, classroom activities etc and the report acknowledged the leadership team and teaching team. There will be a date drop in July which will be reviewed with the LA in where HPS stand in terms of support, they will review the capacity to keep the school moving for school improvement. It is expected that the school will not be eligible for additional support after July 2022. Autumn data was included in the report but the spring data is not published until end of the week, however, it was reviewed by the LA. The SIP was included in the HT report and RAG rated to show current progress. **Q: How should we interpret the data?** A: There is a caveat with the data as there has been so much back learning. **Q: Is this not an area of concern for you?** A: We need to be realistic about the data considering what has gone on over the last two years, we will be discussing in PM this week. **Q: Is this the first data set post Covid?** A: Yes, and targets set were set with staff knowing what they knew at the time. The SATs data will be the key data. There is 5-10% improvement on the last data which is good but this is a very different cohort with a much higher level of needs. HT request support from the governors for SATs week. Volunteers included DW, JT, LC and chair. *LC, SH and BT jointed the meeting.*	
5	**HGS Suggested items**	

	- **Agree updated equalities information and progress against equality objectives for publishing** This is a work in progress, defer to next FGB. - **Consider PP funding and the impact** This report was uploaded on the on Governors' Zone, Chair met with HT and SH to review three key points: - Monitor spending - The impact on the target groups - Monitoring the attainment of different groups Data and costs have been included in the report. Governors asked to read and direct questions to chair, HT or SH. HT advised that this was also reviewed on the LLP visit - **Approve SFVS** This is a governor audit of the school financial position with assistance from the school. The register of governors interest is out of date on the website. **ACTION: Clerk to send Chair updated interests for website.** Governors agreed to approve the SFVS for submission to County.	**Clerk**
6	**Update from Committees** (minutes previously shared on GZ) Three committees have taken place since the last FGB; - Report to Governors on Health and Safety - CSA (minutes first draft) - R&P Chair advised if governors had any comments on the minutes of the committees to please advise him. The three budget reports were reviewed at R&P, at the time payroll hadn't run completely, chair spoke to Mrs Leask this afternoon who advised that payroll is still processing. There were no questions regarding the above. The budget will be reviewed in May. It was noted that a fire drill was still to take place before the end of term.	
7	**Policies/Procedures for Approval:** - **Health & Safety policy** - **Restrictive Physical Intervention policy** Policies deferred. Staff member reviewing the RPI policy has had time off work due to C19. There will be a working party to review the H&S policy including chair, HT, PB and Administration Officer. Whilst awaiting the RPI policy, the school will continue to use the County model.	
8	**Governing Body Matters:** **a) Safeguarding** SG link governor (chair) has uploaded the termly report on GZ. The audit was completed in the autumn term. SCR is checked on a half termly basis including checking of personnel files and actions are always followed up.	

Safer Recruitment training should be refreshed if older than two years. Chair is attending the refresher in April and advised others to book as necessary. HT, SH and the admin team have recently updated their training.

HT advised the school have also recently updated the DBS checks. Any volunteers who undertake reading with the children will have enhanced checks, with children's barred list

Priorities for improvement include more surveys, more CPOMs analysis and more Twitter monitoring.
The actions on the SG improvement plan (generated from the SG audit) are either complete or in progress.
The school haven't been able to address the 'no outsider' curriculum yet due to pandemic.

Q: How do you plan to take this forward?
A: In the PSHE curriculum and delivered via P4C. We have been using the books but have not yet consulted with parents. We need to decide whether we will use the books as P4C going forward or to stand alongside the curriculum.

Governors suggested looking into this at C&S committee. It is important to consult with parents in line with the equality act, as the books outline gender identification and sexuality.

Q: Are you able to have a socially distanced parents evening to consult with parents and get this off the ground?
A: Possibly, these texts have been used in all year groups in a different capacity. We can discuss further at CSA. There are also lesson plans that sit alongside the books but we need to be mindful of the already overloaded curriculum.

b) Vision & Values update

C19 has hit the school badly over the last couple of weeks.
The staff just haven't had the time to address this, there has also been a parents evening. This will be reviewed after the Easter holidays.

c) Training and development

Chair is collating the skills audits, once all have been received the chair will review and identify the training required.

d) Governor monitoring

It was agreed at CSA committee to assign link governors for maths and English. AA will also continue to review P4C.
Maths and English monitoring meetings have been arranged and P4C is happening in school, the feedback from staff is always really good.

SH, AA and HT completed a P4C action plan in January, this can be reviewed soon, AA will carry out some learning walks.

e) Feedback from spring forum

Minutes circulated via GZ, the last meeting was virtual. PB highlighted the topics covered:

- County SEN budget is expected to be in deficit
- Training was heavily promoted

PB advised that he cannot attend the next meeting in Portsmouth next term, chair will seek another volunteer.

	There was a short discussion regarding the general drop in pupil intake numbers, this is particularly considerable for some Gosport schools. HT has discussed with cluster heads, there is no plan to change PAN at HPS, they are only four pupils away from being full. The school are managing staff and pupil absence, all schools are currently having an issue with this. On 31st March testing will no longer be required, the guidance as to what this means as a school has not yet been published. There is a new white paper that discusses expanding on the school day to 6.5 hours, County are providing a streamlined version for schools to review. There are a lot of factors to consider including contracts.	
9	**Any agreed urgent business** None to discuss.	
10	**Correspondence** Chair advised of the following School Communications: - Exclusions guidance - DfE document related to cyber security and issues around the Ukraine War. (HPS has just updated the virus protection.) - Pre- eating disorder training available from CAMHS. - Staff inclusion and diversity training. - Funding opportunities to support SEND projects, applications by the end of May. - Occupational health and wellbeing SLA, the change to the fees include an increase to 2.50 per employee per year. - A letter from Hants Constabulary with advice on how to protect girls from FGM and forced marriage, they are working with LAs to make sure it is well understood.	
11	**Items for the agenda of next meeting:** - Approve revised budget - Clerk to refer to HGS suggested items. Governors were also reminded that the school will be used as a polling station in May, the GB are not to promote any political affiliations.	
12	**Date of next meeting and close** Monday 23 May 2022 at 5pm, PB sent this apologies for the next meeting. There being no further business to discuss, the chair closed the meeting at 6.15pm.	

Action Summary

Item	**Acton**	**Person**
5	Clerk to send Chair updated interests for website.	Clerk