

FOCUS	<ul style="list-style-type: none"> • <u>Ensuring clarity of vision, ethos and strategic direction</u> • <u>Holding the headteacher to account for educational performance of the school and its students</u> • <u>Overseeing the financial performance of the school and making sure its money is well spent</u>
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MEETING 68 – PART 1 MINUTES of Meeting 19 th MARCH 2019							
DATE	19/03/2019			US Work Room			
ATTENDEES	INITIALS		arrived	ATTENDEES	INITIALS		arrived
Sam Barham	SJB	Staff	5	Kevin Bastable	KB	Foundation	5
Fiona Corbin	FC	Co-opted	5	Andrew Palmer	AP	Parent	5
Claire C-Brown	CCB	Co-opted	5	Elaine Penfold	EP	Parent	5
Kevin Harris	KH	Co-opted	5	Sally Gonzalez	SG	Clerk	5
Apologies		Initials	Reason		Key to Minutes		
Peter How		PH	Work Commitment		Bold	Action	
Bill Robinson		BR	Unwell		Underline	Decision	
Claire Cowen-Brown		CCB	Unspecified		Font	Question	

1	68.025	Apologies	Apologies received prior to the meeting from CCB, PH and BR. KH confirmed JH's resignation due to family circumstances and all Governors registered their gratitude for her work and efforts whilst on the Governing Body.	KH
2	68.026	Declaration pecuniary/non pecuniary interest	None to declare.	KH
3	68.027	Minutes of meeting 14 th February 2018 & matters arising.	Governors had previous sight of minutes. No comments sent to Clerk	KH
4	68.028	Health & Safety - Spot Checks	PH came into School earlier this week and all checks reported as accurate and confirmed Premises Team acknowledged receiving the thank you letter from the BoG and shared ideas regarding playground development. KH asked if a review procedure regarding the change to In-House provision has been built in? AR to compare cost savings and bring to May meeting. TT logs still show vast improvement, although concern raised about one student. KH asked what support had been put into place. SJB confirmed new strategies being implemented and SJB will update BoG at the next meeting.	PH
5	68.030	Policies Communication Policy Use of Bicycles and scooters Governors statement	SJB informed BoG that the Communication policy will be completed for the April meeting. Governors statement to be amended including to reflect the inclusion of the career programme.	KH

6	68.031	<u>School email</u>	AR provided all governors with a new secure email address. Governors should contact AR or MD if there are any issues when using these emails. Governors to trial the new addresses and contact SJB to update. New password and login for Governors Secure page to be set up as JH has resigned.	AR
7	68.032	<u>Risk assessment specialist SEN provision capacity</u>	SJB informed Governors that the School's Risk Assessment has successfully held the school at 120 pupils. Behaviour issues have reduced as a school and all leadership posts are now filled and the school is being led strategically across all areas. 63 places have been consulted for Sep'19 for 19 places. Through reviewing and updating our risk assessment, we believe we can safely increase to 120 + 10% over PAN from September, taking numbers up to 132. EP feels that with the increase and the improvements to the playground area, this increase would be possible. SJB informed Governors of the new school library as students no longer self-refer or need to access the quiet room. Staff are skilled in de-escalation and RPI is continuing to reduce. FW recently attended the Devon Language Programme and explained how language used with pupils has an impact on their behaviour. SJB stated SLT are pleased how the staff teams respond to pupil behaviour as they are better able to anticipate the student's particular triggers with their learning or social situations and as a result behaviour is reducing. KH highlighted that the school's risk assessment needs to be done regularly and accurately as it is a powerful document. KH asked if it would be possible to reduce the number of pupils in the future if this was necessary. SJB explained the Risk Assessment is a working document and will be adapted as necessary. Our PAN is 120 and can reduce numbers to that level again if deemed too many. EP queried if the school takes on more pupils, would this mean US would need to be expanded to accommodate the increase in numbers. SJB explained the numbers will need to be spread across the school and US can only accommodate 42 pupils unless major works are carried out. To increase to 132 there are only two spaces available in MS and the rest in LS. The number of pupils in each class depends on the needs of these pupils e.g. autism/TEACCH class. SJB confirmed the LA will accept the 10 percent increase over PAN as identified in or Risk Assessment. FC reported that students who previously would not be happy to come into the school's hall for events, such as Leaver's presentation, are now happy and confident to do so. <u>All governors were in favour of signing the updated school's Risk Assessment.</u>	SJB
8	68.033	<u>2019-20 Budget</u>	AR reported the budget is not increasing, we are receiving the same per student as in the last financial year. During 2017-18 as reported previously to Governors, AR and SJB met with Julia Foster and also Dawn Stabb to share the work done to date in reducing the known deficit and budget predictions for the next 5 years. After the informal meeting with FiPs, Gillian Douglas came to review the staffing structure and indicated she felt there were too many Senior TAs. AR explained that support staff grading has changed. Appendix A shows the work that has been done to inform the LA of Lampard's financial situation. SJB confirmed Lampard does not feature in DCC's 5 year expansion schemes so increase in numbers beyond the 10% increase isn't something that can be factored in. SJB explained the work done up to now has resulted in a great reduction of our deficit (approximately £400,000) and confirmed the school did not go into deficit last financial year as a result of the restructuring and not replacing staff	AR/SJ B

			<p>when they left, however this year we will be going into at least a £100,000 deficit. This year, all members of SLT have been part of the budget planning. 5 scenarios were presented to SLT last week which showed different numbers of staff, students, etc. and have agreed a version which is achievable without having too high an impact on the students' education and should continue to ensure safety. All scenarios reduce the deficit.</p> <p>All 5 scenarios were explained to the BoG along with changes to staffing structure, contractors, etc explained as below. Full details of scenarios attached with minutes</p> <p>Scenario A – shows income and expenses as per previous year, income stayed the same per head, however propose 132 students, expenses risen from DCC 4% increase of their services to 23.6% increase in teacher pensions</p> <p>Scenario B removal of certain services e.g. Ed Psych, SALT, library etc.</p> <p>Scenario C takes the school out of the deficit but only by losing 16 members of staff during the next two years, which would incur redundancy costs. SJB explained she has moral and ethical concerns around this proposal which she believes would make the school less effective and unsafe for the students.</p> <p>Scenario D a mixture of reducing certain services, reducing CPD and curriculum costs and offer 4 x 20 hour contracts for personal care to existing TA's</p> <p>Scenario E proposed DCC increase the core offer of each student.</p> <p>AR explained that the agreed scenario will be updated with the new support staff grades.</p> <p>Governors to come in to school to agree the proposal before it is submitted.</p> <p>SJB feels it is crucial to capture the needs of our students more effectively to help articulate why our core offer is too low to meet the needs of our students.</p> <p>EP asked re. Contracts terms of notice i.e. SALT.</p> <p>SJB explained we must give a term's notice. This would mean the school improvement plan will need to focus on baselining through assessments to identify on student's needs for PP in SALT and who needs specialist intervention. The HLTA based in the Care and Safeguarding Team will have the responsibility to make referrals to specialist services.</p> <p>SJB explained how she feels sad and frustrated about the implications and the impact of the known deficit. However, she feels it is important not to mask the true cost of delivering high quality education which our students are entitled to.</p> <p>SJB will ask to speak to the LA to review our core offer and provide evidence. HR's advice is to decide on a budget and present our case to Fips.</p> <p>AR feels it is important to break down the students' needs, present their needs to enable us to demonstrate our students' complex needs.</p> <p>Govs agreed to submit Scenario D and get the feedback from FIPS for a solution.</p> <p>KB asked what advice FIPS have given so far?.</p> <p>SJB and AR summarised the informal meeting with Fips and their advice from last year, which was to look at external funding and staffing.</p> <p>BoG agreed for subcommittee to be put together to support the structure to be adopted.</p> <p>FC expressed her moral disagreement as a parent to cut costs. Both parent governors AR and EP, KH and FW and A Redpath agreed to help prepare the case with SJB for FIPS. SJB explained her priority is to continue to work hard in making sure the school remains a good school despite the implications of the budget, and continue to strive to become a great school.</p>	
9	68.034	<u>ICT</u>	Postponed to April due to absence.	CCB

10	68.035	<u>Ofsted</u>	SJB shared handout of draft Ofsted handbook prior to the meeting through the Governors website. Key judgements: Overall effectiveness, Quality of Education – intent, implementation and intent, Behaviour and attitudes, Personal Development and Leadership and Management, Ofsted will not be taking into consideration internal data i.e. attainment, instead they will be looking at nationally available data such as absence and exclusions. They are interested in the leadership model of a school. It is a two day inspection. Through the Teaching Alliance, Special schools will be trying to show Ofsted the progress against outcomes is relevant data.	SJB
11	68.036	<u>Teaching alliance</u>	NVQ level 3 TA training will be in place. One member of staff can be trained in house. The degree pathway has been introduced.	SJB
12		<u>Behaviour update</u>	Postponed to April due to absence.	CCB
13		<u>iPads</u>		SJB
14		<u>Assessment levels</u>		SJB
15		<u>Portfolio holders</u>	EP and FC due to meet CCB on 3 rd April.	governors
16		<u>Effective governance</u>	Evident from matters discussed.	governors