



Meeting 64 – 22nd November 2018 - MINUTES

FOCUS		<ul style="list-style-type: none"> Ensuring clarity of vision, ethos and strategic direction Holding the headteacher to account for educational performance of the school and its students Overseeing the financial performance of the school and making sure its money is well spent 			
	64.952	Agenda	Preparation Notes & Meeting Aims	Led by	Time
1	64.953	<u>Apologies</u>	Kevin Bastable – work commitment Andrew Redpath	KH	17:00 – 1m
2	64.954	<u>Declaration</u> pecuniary/non pecuniary interest	Governors to consider items on this agenda and raise with the Clerk areas they believe they may be conflicted in terms of pecuniary or non-pecuniary interest in addition to previously declared business interests.	KH	17:01 – 1m
3	64.955	<u>Minutes of meeting</u> 20 th September 2018 & matters arising.	Governors had previous sight of minutes. No comments sent to Clerk. KH and SJB confirmed completed actions – minutes were agreed and signed as accurate.	KH	17:02 – 5m
4	64.956	<u>Health & Safety</u> - Spot Checks	PH reported to Governors all up to date. SJB reported that LS incidents are being addressed and staff are working brilliantly as well as meetings with parents and requests for additional adult support put in place.	PH	17:07– 3m
5	64.957	<u>Staff</u>	Governors to meet new members of staff before meeting. This has been postponed for December 6 th .	Govs	17.10- 10m

MATTERS FOR DECISION

6	64.958	<u>Policies:</u> Admissions. Data protection policy Data protection policy and agreements Data subject rights procedure Freedom of information Home learning policy Induction policy Induction programme Information assurance policy Parental leave Privacy impact assessment Recruitment and selection School GDPR data processor agreement Security incident management policy Security incident management procedure Volunteer policy SEND info report Finance policy Governors Allowances	Recruitment and Selection Policy: amendment to be made on page 3. All other policies agreed by BoG. SGV to send staff a link to all updated and agreed policies. BoG will consider LA annual policies to be renewed on a two year basis instead of annually.	KH	17:20 - 5m
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MATTERS FOR INFORMATION

7	64.959	<u>Premises Conditions</u>	Brief update from SJB on behalf of AR: the Premises Team have systematically and proactively worked through repairs inhouse which is making a big difference to the appearance of the school and are extremely responsive to safety concerns. A completed schedule of works will be presented to BoG on 6 th December. PS looking into possibility of doing an electricians course to enable him to do work in-house and save on costings. BoG feel the school site has improved hugely thanks to the hard work and commitment of PS. SGV to send a copy of the minutes to PS. School playground is assessed on a daily basis for safety as at the moment the grass area making up approximately half of the playground is unusable due to the wet weather.	AR	17.25 - 10m
8	64.960	<u>Data Absence</u>	SJB gave the BoG and update on absences on behalf of AR. Staff absences have decreased but there has been an increase in compassionate pay leave for personal reasons. Trigger points for staff sickness are going to be monitored by SJB and AR to ensure appropriate meetings take place methodically and periodically. CCB reported that staff absences can have an impact on pupils' challenging behaviour. FW reported that the school is able to cover the long term absences with skeleton staff but it has the potential to impact on the standard of teaching. KH felt it would be interesting to contact other SENTient schools and compare levels of staff absences. SJB reported that Gillian Douglas has been into school to look at the staffing structure.	AR	17.35 – 15m
9	64.961	<u>Budget Monitor</u>	SJB gave BoG a brief update on the school's budget and acknowledge that it will be going into deficit in December as expected. The School's holiday club ran cost effectively and feedback from parents and pupils was fantastic. This will be shared at the next Governors meeting. KA has worked incredibly hard to keep it going.	AR	17.50 -10 m
10	64.962	<u>Teaching Alliance</u>	<p>KH welcomed Nikki Burrough who did a presentation on the Teaching Alliance. In brief she stated that the School's cohorts are changing and the way the pupils are educated also needs to change and by widening the Teaching Alliance we are widening the shared knowledge of special schools. Working collaboratively could reduce teacher workload and costings. Strong practitioners will be able to support the schools with SEND provision. All TAs will complete L3 NVQ. Will also have the option to carry on with further qualifications. Apprenticeship money would be available. Four schools have now signed up. The Teaching Alliance is a separate entity from the SENTient Trust.</p> <p>SG said that in terms of school improvement the DFE are allocating an SLE to deliver and support schools. Lampard has also spoken to North Devon Teaching Alliance who has been running for several years and they include, primary, secondary and SEND schools. This alliance would be serving North Devon schools. Their CPD programme is wide ranging.</p> <p>FC mentioned impact on staff absence when TAs would be off site training. SJB feels investing in our two unqualified teaching staff would be a good starting point for the school in terms of upskilling staff.</p>	NB	18.00- 30m



LAMPARD BOARD OF GOVERNORS

			<p>SG has concerns with the Teaching Alliance model due to the geographical implications.</p> <p>KH suggested contacting the North Devon Teaching Alliance to see if it would be possible for them to come to Lampard to do a presentation to allow Governors to compare benefits of joining.</p>		
11	64.963	<u>Attendance Data</u>	Update on attendance data and targets from academic year 17/18.	CCB	18.30-15m
12	64.964	<u>Sentient</u>	Feedback from Trust meetings. Update on Teaching Alliance.	SJB/K H	18:45 – 10m
13	64.965	<u>Headteacher report to governors</u>	<p>On Governors secure website.</p> <p>GB to read in advance of the meeting and bring any questions linked to their portfolio areas to the Clerk in advance of the meeting allowing HT to make an informed response.</p>	KH	18:55 - 5m
14	64.966	<u>Portfolio Holders</u>	Review Portfolio roles and commitments. Discuss links to SDP and reporting template. Marland School Joint terms of reference.	Governors	19.00 – 5m
15	64.967	<u>Effective Governance</u>	<ul style="list-style-type: none"> What difference has this meeting made to Lampard students 	Governors	19.05 – 5m

Committees	
Safeguarding Governor & Governor responsible for CiC – Fiona Corbin	
Instrument of Government	
Parent Gov x 3	AP/EP
Foundation Gov x 2	KB/ ASR
Authority Gov x 1	PH
Staff Gov x 2	SJB/FW
Co-opted Gov x 4	KH/FC/CCB/JH