

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>
--------------	---

MEETING 62 – PART 1 MINUTES							
DATE	21/06/2018			US Work Room			
ATTENDEES	INITIALS		arrived	ATTENDEES	INITIALS		arrived
Sam Barham	SJB	Staff	5	Sally Gonzalez	SGV	Clerk	5
Andrew Palmer	AP	Parent	5	Fiona West	FW	Staff	5
Elaine Penfold	EP	Parent	5	Andrew Redpath	ASR	Foundation	5
Kevin Harris	KH	Co-opted	5	Alison Rubenchik	AR		5
Apologies	Initials	Reason				Key to Minutes	
Fiona Corbin	FC					Bold	Action
Peter How	PH	Hols				Underline	Decision
Julie Hunt	JH	Away				Font	Question
Claire Cowen-Brown	CCB	Unwell					
Hayley Holland	HH	Family commitment					

62.899	<p>Apologies Apologies prior to the meeting received from Peter How, Julie Hunt, Fiona Corbin, Hayley Holland and Claire Cowen-Brown.</p>	KH
62.900	<p>Declaration None to declare.</p>	KH
62.901	<p>Minutes of Meeting 17th May 2018 Governors had previous sight of minutes. No comments sent to Clerk. <u>KH confirmed completed actions – minutes were agreed and signed as accurate.</u></p>	KH
62.902	<p>Health & Safety Spot Checks KH carried out spots checks in PH's absence, and pointed out incidents regarding two particular pupils which are reoccurring. How is the school dealing with this? SJB reassured GB there is a lot of work taking place in school with said students and their behaviours are constantly monitored and dealt with and school is working very closely with their families. All checks in order.</p>	KH
62.903	<p>Annual Reviews KH congratulated SG (Assistant Head with responsibility for SEND) on her new one day a week secondment post of Deputy Regional leader for SEND and commented on this being a fantastic opportunity for SG and the school to be on the forefront for SEND practice and developments. Slide show presented on Annual reviews and Evidence for Learning by SG. She informed GB of changes and focus of the ILP targets and outcomes which will reflect a graduated response to the students' needs. School will be trialling a free electronic version of a Learning Journal and if successful each student's progress against ILP targets and towards outcomes will be evidenced. In time parents will be able to feed into this from home. This Learning Journal will eventually help in evidencing academic progress and attainment. KH asked if this could be used from the Pupil Premium budget and evidence progress? SG replied it would. KH asked about the next step once the free trial runs out? SG replied the school would have the options of buying the product for one year at £1000 or five years at £3000. SG informed governors of the newly developing AR's facilitator role SG discussed need to capture student voice in Annual Review process. SJB suggested governors meet the school's 'Champions for Change'. SG is now leading this for the school.</p>	SG

62.904	<p><u>Accreditation</u></p> <p>Headlines slide show presented by TW (Upper School Phase Leader)</p> <p>SJB stated that the school needs to nominate a governor with responsibility in careers.</p> <p>TW said that when using the Gatsby Benchmarking tool, Lampard students fair well in several areas. The school has introduced a Preparation for Adulthood course and have reviewed it. This has led to further refinements for September 2018. TW is exploring ways to continue to extend the Work Experience and Independent Living aspects. TW explained that this will fit with the Preparation For Adulthood section in the Annual Reviews. AR asked how will the Autism Progression Framework fit in with these changes? FW replied that she uses it within her social communication lessons and it is making a difference and improving the students' interaction with each other. KH asked if this new curriculum fits in better when looking at the way the school is moving forward? TW replied that with the new changes we are able to offer our students a wider variety of work experience tasks. FW – communication skills are really important for our pupils and with the flexi option they can work with different skills at different times of the year.</p> <p>SJB informed the governors of training TW to be a Careers Leader in order to lead a highly effective careers education across the school.</p>	TW
62.905	<p><u>Feedback from requested meeting with FIPS (Financial Intervention Panel for Schools)</u></p> <p>SJB had requested the meeting at County Hall with AR to ensure that the school are doing all that they can to lead a highly effective school whilst continuing to reduce the forecasted deficit. Whilst working towards ensuring a continued reduction in the forecasted budget it is important that the school needs to ensure all students outcome are protected. SJB discussed need to invest and upskill the workforce and also continue to review staffing structures. SJB discussed the need for school to find effective and creative ways to bring money into the school to ensure the school can fund important developments linked to the School Improvement Plan. The Senior Leadership Team are working on writing a bid to Devon Education Fund regarding SLCN which could link in with a small number of mainstreams which could have a positive impact on the inclusion work in the community. In 5 years we are hoping to become a specialist unit in Speech, Language and Communication, which is exciting as all of our students would benefit and we can support their families. Feedback from the meeting was very positive. SJB to explore a grant that was recommended at the meeting. The need to build an extra classroom was discussed and school will submit a quote.</p> <p>KH asked if we need to review our risk assessment in order to ensure that any further numbers continue to be carefully considered? SJB said it would be helpful and welcomed that support in September 2018.</p>	SJB/AR

62.906	<p><u>School Minibus</u> AR presented slide show showing a shortfall in qualified drivers from Lampard staff having the valid DVLA category and explained different options. ASR asked if it would be possible to get volunteer drivers? SJB replied that the school needs to match people who can drive a minibus in the different phases, at various different times which would make this difficult. ASR asked if the buses we have could be traded in? AR wasn't sure as the school does not own the buses. KH suggested putting into the SENTIENT group and seeing if other people have the same difficulties. KH – first option is to go to the charities and see about swapping the buses.</p>	AR
62.907	<p><u>Safeguarding</u> New definition read by SJB who stated it was a welcome change in the definition. CCB to move into all the relevant policies.</p>	SJB
62.908	<p><u>Training</u> EP briefed GB of the introductory session for special needs schools she attended. The focus of the training course had a Special School focus which was relevant and informative. It was discussed whether all staff understand the role of the governor in the school. It was reassuring to hear the Governors are doing the right things at Lampard. SJB commented this would be a good piece of work to focus on. KH mentioned that all governors need to complete an attendance report after attending a training course or visiting school. SGV to email form to all governors and upload onto the Governor Portal and create a folder on the web page to file the completed forms. Teaching and Learning: at the training they discussed if schools are challenging the most able students and if each child has a flight path. SJB replied that the school uses Caspa and it does produce flight paths for each student and shows clearly the progress or regression of each student. EP: the behaviour policy should be reviewed at least annually. SJB confirmed this is already done annually and SG is keen to look at the student's self-regulation and therefore there is work being done in this area. EP: regarding exclusions, there are courses and updates on exclusions and training for governors. SJB: regarding mental health and resilience, the SENTient Trust are hopefully organising a training session on embedding a Resilience Framework in the Autumn Term and the outcomes will be fed back to BG; and AR will be trained in dealing with people who may be experiencing difficulties. EP regarding Ofsted, emphasis was put on schools delivering a curriculum that matched the needs of the students. SJB informed the governors that the new Assistant Head for teaching and learning will be leading this once appointed. KH questioned if governors should from now on just go on courses that are about specialist SEN provision? All agreed. KH to draft a letter to Babcock.</p>	EP
62.909	<p><u>SENTIENT Update</u> Ellen Tinkham has now become a teaching school and inviting all SENTient Schools to be part of an alliance of Teaching Schools. The alliance will be developing a package of modules where a TA can work towards a teaching</p>	SJB

	<p>degree. The Senior Leadership is interested in it and this would allow schools to cost effectively to buy in to our outreach service. As a governing body are you keen for the school to join the alliance? AR asked what is expected of the school by joining? KH said that if the school went ahead and joined, as a governing body we need to make sure we gain as much as we give. KH asked when is the deadline? SJB: next Friday. SJB stated that SENTIENT are getting stronger and there would be a lot of benefits to be part of the alliance. KH supports the alliance and suggested the schools adopts it. SGV to be put on July's agenda to be discussed further.</p>	
62.910	<p><u>Policies</u> Governors had previous sight of the policies SRE – Signed Assessment – signed Safeguarding – Signed Child in Care - <u>adopted</u> Drugs and Alcohol - <u>adopted</u> Recruitment of ex-offenders - <u>adopted</u> Online safety - <u>adopted</u> Policies <u>agreed and signed</u> as above. KH thanked CCB for all her hard work on the update of the policies.</p>	KH
62.911	<p><u>Governor visits/Portfolio Holders</u> KH suggested any future Meetings to finish at 7.30 instead of 7 to avoid rushing through the agenda. All those present agreed.</p>	KH
62.912	<p>Family Handbook Governors welcomed updated version. SB thanked SGV for updating it.</p>	SJB
62.913	<p>Data protection officer KH thanked AP who agreed to be data protection officer. AR to explore the suggestions before the next meeting.</p>	KH