



## LAMPARD BOARD OF GOVERNORS

### Minutes of Full Governor Board Meeting 95

Thursday 30<sup>th</sup> September 2021 at 5pm

Attendee	Initials		Arrival / Departure	Attendee	Initials		Arrival / Departure
Christine Bevan	CB	Chair	5pm / 7.30pm	Elaine Penfold	EP	Parent	5pm / 7.30pm
Sam Barham	SJB	Head	5pm / 7.30pm	Claire Cowen-Brown	CCB	Co-Opted	5pm / 7.30pm
Lorraine Ovey	LO	Staff	5pm / 7.30pm	Reverend Cathy Scoffield	CS		5.26pm / 6.20pm
Peter How	PH	LEA	5pm / 7.30pm	Katie Goodfellow	KG	Clerk	5pm / 7.30pm
Apologies	Initials		Reason	Apologies	Initials		Reason
Andrew Redpath	ASR	Co-Opted	Work commitments	Hayley Hardy	HH	Parent	Other commitments

FOCUS		<ul style="list-style-type: none"> <li>Ensuring clarity of vision, ethos and strategic direction</li> <li>Holding the Headteacher to account for educational performance of the school and its students</li> <li>Overseeing the financial performance of the school and making sure its money is well spent</li> </ul>	
		Agenda	Preparation Notes & Meeting Aims
1	94.373	<b>Apologies</b>	Apologies were received from HH and ASR due to other commitments. CB announced that Bill Robinson has resigned from the FGB due to a change in his work situation, and thanks were extended to him for his invaluable work as a governor.
2	94.374	<b>Declaration</b> Pecuniary/non pecuniary interest	No conflicts of interest were recorded

3	94.375	<b><u>Minutes of July 21<sup>st</sup> 2021</u></b>	<p>Actions from July's meeting were reviewed</p> <p>KG to check that there is the correct medication information going out with the admissions packs to new students.</p> <p>TW to bring Exams and Accreditations Policy to the October Governors meeting</p> <p>Minutes from July's meeting were unanimously approved</p>
4	94.376	<b><u>Premises, Health &amp; Safety</u></b> - Spot Checks	<p>PH shared that he has been in regular contact with Paul Shapland and is aware that there is lots of work ongoing to ensure all the relevant on-site checks are up to date. Contractors are visiting the premises to run regular tests on every system in school including fire alarms and CCTV, and PH is satisfied that PS has everything in hand. He commented that PS is very dedicated to ensuring everything is running according to the plans and has constant checks in place to ensure the safety of students.</p> <p>PS confirmed that the current play equipment has been checked and signed off. SJB explained that there are so many safety implications involved in the installation of new play equipment linked to the expansion plan and all checks must take place before it can be used. PH described how 14 CO2 monitors have been installed in school as the first part of a government initiative that will be rolled out across the country. He felt that this was a positive step.</p> <p>CCB confirmed that there has only one incident of RPI so far this term, and considering all the disruption in school at the moment this is reassuring.</p>
5	94.377	<b><u>Covid</u></b> - Risk Assessment - Wellbeing	<p>CB shared that she and SJB met virtually on 10<sup>th</sup> Sept and agreed the new Risk Assessment. She commented that it is in a far simpler format which is easier to digest and to implement.</p> <p>SJB explained the need for a contingency plan in the event of needing to go back into stricter conditions in the event of increased Covid cases i.e. an outbreak.</p> <p>SJB explained that PHE has agreed that should a child have symptoms but be unable to test due to their complexity of needs, this will be accepted as a positive test result, and the child allowed to stay at home.</p> <p>SJB explained that at any moment a member of staff can be absent for ten days if tested positive which will involve a very swift response by the leadership team in terms of ensuring classes are staffed.</p> <p>Before the meeting HH submitted a question enquiring if the school will be offering Covid vaccinations for 12-15-year olds. SJB explained that the school may facilitate the space, but this would all be done through the National Health Service (NHS). CCB confirmed that all vaccinations are provided and arranged through the Nursing and Immunisation Team and the school merely acts as a host. School holds no responsibility for this.</p> <p>EP commented that her son has already been called in by her GP to have his first Covid vaccination, and so believes that those students who have decided to take it up will have already been contacted by the NHS. She also shared she feels sure that students with colds are being kept at home far more than often than they were pre-Covid as parents are unsure of what to do, so she feels that even though isolation is no longer required, education will be disrupted through the winter.</p> <p>CCB added that as children haven't been mixing as they usually would we are also seeing an increase in colds and winter illnesses.</p>

To finish, SJB rounded off the item by sharing the positive news that there is an in-school employee assistance programme launching next week to support staff during 2021-2022.

## MATTERS FOR DECISION

6	95.395	<b><u>Appointment of Rev Cathy Scoffield to the FGB</u></b>	<p>Reverend Cathy Scoffield joined the FGB at 17.26 and took the opportunity to greet the governors and share her delight to be connected to Lampard School. She explained that she is looking forward to the Harvest Festival at Newport School. Cathy described how the school ethos speaks to her and she is keen to promote the same values both as a minister and an individual.</p> <p>CB asked if Cathy's role as a minister would align with her role as a governor. CS replied that this would depend on what the school required. She explained that she believes that her faith has a role to play and can offer the school her experience as a minister should this be required, but that primarily she feels she would represent herself as an individual. Cathy shared that her grandson has a rare genetic condition which means he has additional learning needs, giving her another insight into specialist education.</p> <p>SJB described to governors how much Cathy brings to Lampard's assemblies, and how the children are always riveted by her assemblies. SJB feels that Cathy's interest in Lampard and willingness to be a governor is a real honour. CB commented on Cathy's strong links with the community. CS agreed that she has a passion for social justice and for building community to help people to thrive. She shared that she worked with the Freedom Centre for 7 years.</p> <p>Cathy left the meeting for the governors to vote.</p> <p>CB explained that she met Cathy in the summer and was very impressed with her honesty, her caring nature and her down to earth attitude.</p> <p>PH agreed that she came across very well. EP felt that her beliefs align well with the school and that she likes her a great deal. SJB explained that her knowledge of the local community is really valuable, and that the school and Cathy are on similar paths in trying to build a community of support. CB felt that initially she was concerned about the religion aspect, but explained that her concerns were soon put to rest, especially as Cathy explained that her focus is on lots of different faiths and described herself as 'Cathy who happens to be a minister'. Everyone agreed that Cathy would be a wonderful appointment to the FGB as a co-opted governor.</p> <p><u>The decision to appoint Cathy was unanimous.</u></p>										
7	95.396	<p><b><u>Policies</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Child Protection/Safeguarding</td> <td style="width: 20%;">CCB</td> </tr> <tr> <td>Pupil Disciplinary and Grievance Committee</td> <td></td> </tr> <tr> <td>Register of Business Interests</td> <td>Clerk</td> </tr> <tr> <td>Acceptable Behaviour (staff)</td> <td>SJB</td> </tr> <tr> <td>Terms of Reference joint governor panel</td> <td>SJB</td> </tr> </table>	Child Protection/Safeguarding	CCB	Pupil Disciplinary and Grievance Committee		Register of Business Interests	Clerk	Acceptable Behaviour (staff)	SJB	Terms of Reference joint governor panel	SJB	<p><u>Acceptable Behaviour Policy – approved unanimously</u></p> <p><u>Access to Reading – approved unanimously</u></p> <p><u>Child Protection and Safeguarding – approved unanimously</u></p> <p><b>Pupil Disciplinary and Grievance Committee – KG to investigate further.</b></p> <p><b>Register of Business Interests – KG to send paperwork to governors to confirm business interests.</b></p>
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8	95.397	<b><u>HH's request to change the night of the FGB meeting</u></b>	<p>CB recapped the initial reasons for moving the meeting back to a Thursday night and outlined the options available to governors:</p> <ol style="list-style-type: none"> <li>1. Move back to Tuesday evenings</li> <li>2. Remain on Thursday evenings</li> <li>3. Move to during the day on a Tuesday.</li> </ol> <p>EP, CS and PH would find meetings during the day difficult, and CCB and LO would naturally be unavailable during the day. EP, SJB, CCB, LO and CB's preference is Thursday as Tuesday impacts on family time and other work commitments.</p> <p>CB summed up by saying daytime meetings clearly seem out of the question. SJB feels that HH has been a valuable parent governor and has brought so much to the school, but at the same time it's important to remember one of the reasons for returning the meetings to Thursdays was for the wellbeing of school staff. CB agreed with this. EP felt that the welfare of the staff team is very important. PH asked if there was any way HH could continue as part of the governing board without having to attend meetings. CB suggested HH could potentially become an Associate Member [CB1] which was agreed as a good idea. There would then be the opportunity for HH to attend meetings intermittently should she ever be available.</p> <p><u>The decision was made unanimously that the meetings should continue on a Thursday.</u></p> <p>CB to approach HH with the opportunity to move to an Associate Member role with a portfolio for finance.</p>
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## MATTERS FOR INFORMATION

9.	95.398	<b><u>Headteacher Report Sept 21 and Final School</u></b>	<p>SJB explained that the Headteacher Report was an SLT team effort. SJB addressed a question from CB about the financial implication of the delayed start due to the building works, explaining that this will cause an impact and likely absorb the money that was destined to be put toward as an extra facility for the school. This will be explored and investigated further in the next budget. SJB will meet with CH and map out the implications of the delays on classrooms and admissions and the considerations for the best next steps to take.</p>
10	95.399	<b><u>Development Plan 2021-2022</u></b>	<p>SJB explained that there have been some huge unexpected hurdles during the building works, the impacts of which could never have been foreseen. Weather will also be very impactful in the coming months and will affect the speed at which the next stage rolls out.</p> <p>CCB spoke about the attendance figures this term and responded to CB's question about unauthorised absences, and explained that the level of unauthorised absences is in fact very small and is lower than standard. Covid has impacted people's opportunity to take holidays and this means that unauthorised absences will likely be affected, as yet the full impact of this is not yet clear.</p> <p>SJB reported that CPOMS is going smoothly from a user point of view, and that there has been positive feedback from staff. There have been a few gremlins from the point of view of managing the system and tweaks are being made. SJB is now better able to monitor and have an overview of the system, and it is now being used at DSL briefings.</p> <p>CCB also spoke about the latest wellbeing project and explained that she is excited to have been able to secure some time with an Educational Mental Health practitioner. It is likely that this will form targeted mental health support and CCB is hoping for a day a week where a professional will deliver a wide variety of provision for students, staff and parents. This is very exciting and an excellent opportunity, and CCB is busy planning and expanding the project.</p>

			<p>A £25,000 bid for funding by Jennie Harvey, for an outdoor classroom has been successful which is wonderful news, and also that funding has been secured for a small orchard of fruit trees so that the students can see fruit grow and also to form a natural barrier and water absorption system. Governors will be invited into school to see this and the new play area, as soon as its ready.</p> <p>TW has been hard at work, and has been targeted to grow more information on Post-16 destination data to gather and track more detail about students as they move on from Lampard to Post 16 provision. EP commented that this would be valuable as she knows a couple of past students who have been struggling recently, but that the staff at Petroc have been very supportive. <b>KG to invite TW to be invited to the October FGB to break down the tracking further and gain more insight into what is working and what might not be working so well for future work with Petroc.</b></p> <p>LO described how her students have very busy getting out and about, practicing real life skills during their activities on a Friday afternoon. They have recently been hard at work planning and buying provisions for a party which is being held tomorrow. Upper School students have been mentoring students in middle school.</p>
11	95.400	<b><u>Safeguarding</u></b>	<p>CCB shared key points from the most recent update to KCSIE. She explained that Part One is the document that all staff must read carefully and sign to say that they agree to abide by every part.</p> <p>A recent Ofsted investigation found some shocking findings about frequency of abuse and barriers to reporting. An important finding is that schools must have a zero-tolerance approach to a wide range of behaviours, including low-level language that may be regarded as banter. The investigation indicated that the most recent information isn't new, that the NSPCC have been aware of issues for many years.</p> <p>Focused staff training is to be conducted next half term on the issues raised in the document.</p> <p><b>Key change 1 - A decision is to be made is whether staff who do not work directly with children are to read the whole of Part One (18 pages) or a new 'Annex A' a new 5-page document which highlights the key points.</b></p> <p><b>Key change 2 – Governor oversight and efficacy. Governors must consider ways in which they can satisfy themselves that safeguarding at Lampard is effective.</b></p> <p><b>Action – All governors must read a minimum of KCSIE - Part One which is available on Governor Hub and tick on their profile to say they have done so.</b></p> <p><b>Action – governors to decide whether to attend bespoke training from CCB or standard training from NOS</b></p> <p>EP stated that she would prefer CCB to deliver the training as it would be more suited to Lampard. PH would like CCB to offer face to face training. CB shared that she has explored the NOS training and described how extensive and user-friendly the online training is on offer from NOS and suggested the two could sit together. SJB suggested that the governor audit focuses on safeguarding this year, and governors agreed unanimously that this is the case.</p> <p>CB summed up by saying that CCB has brought up many very valuable points. SJB explained that Deidre Fitzpatrick, our School Improvement Partner, is visiting school next Tuesday and it will be useful to speak to her about this and get her view.</p> <p><b><u>Safeguarding to be on Oct agenda</u></b></p>
12	95.401	<b><u>Sports Premium</u></b>	<p>SJB summed up her report by saying that there is a good pot of money to spend as lockdown has meant very little has been able to be spent from the last two years as a result of Covid. Active Devon has supported SJB to review the Sports Premium budget report and offer suggestions. Lampard pupil voice has indicated a need for more active opportunities, and this will support all Lampard's uses of the Sports Premium budget.</p> <p>PH commented that the Sports Premium budget is indeed looking very healthy which is great to see. SJB explained that encouraging children to be active and eventually lead active adult lives is a huge priority for Lampard. An example of the benefit of the Sports Premium fund is that the Lower school students are currently able to hire a local pool for swimming lessons which is free to parents; without this Sports Premium money this incredibly valuable opportunity would not have been possible.</p>

			<p>HH submitted a question asking if children would be able to access lunchtime clubs again soon, and SJB explained that as soon as the school returned to normal i.e. scaffolding removed and classes move to their new space, this would indeed happen.</p> <p><b>Alison Rubenchik to bring quotes for new equipment and enhanced sensory equipment to the October meeting.</b></p>
13	95.402	<b><u>Catch-up and Pupil Premium</u></b>	<p>JH presented the Catch-Up and Pupil Premium reports.</p> <p>The Covid Catch-Up Premium of £240 per student has been spent against the curriculum drivers of communication, independence and wellbeing. The communication spend included continuing to invite our independent SALT into school one day a week which was successful and will be able to continue. Investment in Lego Therapy was also very successful and will continue. Webcams have been introduced to each class so the bubbles could communicate with each other during Covid segregation. Independence was promoted by the purchase of digital and analogue clocks and additional classroom resources including personalised assistive technology where needed. Wellbeing was promoted through a lot of learning outside the classroom; Lampard joined the Learning Outside the Classroom Council which has been very useful. The budget was allocated to small trips, and Theatre Alibi were able to visit and will visit again later in the year. Digital resources were also purchased to support children for whom learning at home was so important. Remaining funds were carried over and will be available for the future and will supplement this year's plans. Jenny Marsh is working on enhancing the Total Communication environment, and Hazel Ireland's SALT work will continue and this year will focus on emotional language and on critical thinking skills.</p> <p>CB asked about the sustainability of the funding, and JH explained that currently nobody knows what will be offered next year.</p> <p>PH commented that the Covid Catch-Up Fund has enabled the school to access and purchase many things which have been wanted for some time, which was positive.</p> <p>JH also summed up the Pupil Premium report by saying that 59% of students are in receipt of pupil premium. Like all schools, we saw an increase in percentage of students eligible as a result of the impact of Covid. She explained that the funds have been used successfully and impactfully.</p> <p>PH asked if the impact of Covid is apparent in the children. JH believes that the response to that question is very mixed; children have been very resilient and their return to school has been fantastic even despite the building works, but that every child's experience has been individual. She also explained that there has been a huge impact on staff and the work they did was invaluable and was over and above what would be expected from a teacher.</p>
14	95.43	<b><u>Learning Outside the Classroom</u></b>	<p>JH was excited to share with governors this silver lining to the Covid lockdown. The focus has always been to build back better after Covid, and support the students to really access and feel part of the world around them. JH described all the trips, and other experiences outside of the classroom that will be provided to the Lampard students, and how it all links with and toward the Preparation for Adulthood.</p> <p>LO described how fantastic this opportunity is to give the students enriched learning opportunities, to build relationships with the wider community and have fun and exciting and valuable experiences in a variety of environments. She described how the children have embraced these experiences and really look forward to Fridays.</p> <p>SJB explained that SLT were very conscious of family financial situations being stretched due to the impact of Covid so this is a equitable and very impactful way to use the Covid Catch-Up Premium.</p> <p>CB thanked JH and stated how positive and impactful this project has been.</p>
15	95.404	<b><u>Expansion Plan update</u></b>	<p>SJB shared that next week will begin the start of the handover of the new upper school area, and students will be able to experience some transition visits.</p> <p>Stage B is unlikely to start before December.</p> <p>SJB explained the students are managing admirably, and that is a credit to them and the support in place by the adults in school.</p>

16	95.405	<b><u>CPD aims 2021-22</u></b>	SJB shared that this is a brand-new document to help capture all the areas in which CPD budget is allocated and the impact this is having on the school; students and the staff skill set and understanding. This was a starting point to quantify and map the impact of CPD across the school. CB felt that it was a very clear document, and asked if it would be expanded upon. SJB said she is interested to see how it will evolve. SJB aims to strengthen the CPD model and capture the impact as part of the School Development Plan.
17	95.406	<b><u>Portfolio Holder Reports</u></b> EP	EP explained that it was lovely to meet Laura Somerville in her new role as AHT with responsibility for SEND. EP also wanted to note all the hard work carried out by Toni in the role. EP also described how the Evidence for Learning system linking in with end of year reports is wonderful for parents.
18	95.407	<b><u>Governor Portfolio links</u></b>	SJB to upload an updated document for governors to read and feedback on.
19	895.407	<b><u>Effective Governance</u></b>	CB commented on what has been a very positive meeting. The FGB has appointed a new co-opted governor in Revered Cathy Scoffield and valuable reports were shared. There are many exciting and impactful projects happening in school, and it was great to hear about all the work being carried out to enrich the students' education.

**PART TWO**


