



LAMPARD BOARD OF GOVERNORS

Minutes of Full Governor Board Meeting 98

Thursday 27th January 2021 at 5pm

Attendee	Initials		Arrival / Departure	Attendee	Initials		Arrival / Departure
Christine Bevan	CB	Chair	5pm / 7.15pm	Peter How	PH	LEA	5pm / 7.15pm
Jennie Harvey	JH	Standing in for SJB	5pm / 7.15pm	Katie Goodfellow	KG	Clerk	5pm / 7.15pm
Elaine Penfold	EP	Parent	5pm / 7.15pm	Claire Cowen-Brown	CCB	Co-Opted	5pm / 7.15pm
Cathy Scoffield	CS	Co-Opted	5pm / 7.15pm	Lorraine Ovey	LO	Staff	5pm / 7.15pm
Hayley Hardy	HH	Parent	5pm / 7.15pm	Ben Mitchell	BM	Co-Opted	6pm / 7.15pm
Stacie Slade	SS	New Parent Governor	6pm / 7.15pm				
Apologies	Initials		Reason	Apologies	Initials		Reason
Sam Barham	SJB	Head	Work commitments				

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 	
		Agenda	Preparation Notes & Meeting Aims

1	98.423	<u>Apologies</u>	Apologies received from SJB due to work commitments
2	98.424	<u>Declaration Pecuniary/non-pecuniary interest</u>	No conflicts of interest were recorded
3	98.425	<u>Minutes of</u> November meeting	<p>November Part 1 minutes <u>Minutes were unanimously agreed as a fair and true reflection of the meeting</u></p> <p>November Part 2 minutes <u>Minutes were unanimously agreed as a fair and true reflection of the meeting</u></p> <p>December Extraordinary minutes <u>Minutes were unanimously agreed as a fair and true reflection of the meeting</u></p>
4	98.426	<u>Premises, Health & Safety</u> - Spot Checks	<p>PH informed governors that spot checks had not been carried out yet but that this would happen in the next week or so. PH reported that PS has assured him that everything is up to date. PH is aware that lots of work is currently underway on the school site and that some competitive quotes for additional budgeted work have been received.</p> <p>PH asked staff governors if the building work is causing much disruption at school.</p> <p>JH explained that Phase 1 was worse. She said that this stage is visually disrupting but less noisy, and confirmed that Fifield are working hard to reduce disruption. She shared that the new MUGA is excellent and has been well received.</p> <p>CCB was invited to comment on the Team Teach records and she updated governors that a lower school student has been having a difficult time recently and that they feature in the TT book repeatedly. She explained that school is seeking support from external agencies and utilising as many support services as possible to improve the situation for the student. Conversations are ongoing to look for solutions. She added that additional TT training has been carried out to support the class team involved.</p> <p>JH added that the student's Mum is onboard with all the plans in place and is supportive of everything being done.</p> <p>EP asked if the student was new to the school.</p> <p>CCB confirmed that the student is not new to the school and has attended Lampard for a few years.</p>

5	98.427	<u>Covid</u> - Risk Assessment - Wellbeing	<p>CB explained that a new RA was received in early January and that it was completed very quickly by SJB in relation to new guidance re ventilation, face coverings, self-isolation, dealing with confirmed cases of Covid and visitors to the school. All visitors are now advised to take an LFT before coming on to the school site. CB signed this new RA off on Jan 10th. JH confirmed that this has been shared with staff and no questions or comments have been received. She confirmed that it is now staff choice whether or not to wear face coverings in communal areas. JH explained that new guidance is constantly being received, and that she was glad to have been able to hold TA interviews earlier this week.</p> <p>HH shared that she had to postpone her meeting with the wellbeing group until February due to Covid measures.</p> <p>JH explained that morale remains high in school despite a lot being asked of staff due to Covid-related absences. She explained that Lampard staff are very adaptable and flexible. JH described how stressful teaching young people with SEND during a pandemic is, but that everyone is working hard and staying positive. She stated that there is a lot of pressure on the leadership team, currently having to cover teaching classes as well as everything else required, and she is grateful to the Governors for providing support. JH feels extremely lucky to have such a good staff body.</p> <p>LO agreed that the team at Lampard is very positive and proactive and everyone is looking after each other. Everyone wants the best for the children. She described how a walking challenge will start in March which would help pull people together, and that a walking/talking group went out today after school. Everyone is doing the best they can despite it being a hard job.</p> <p>HH asked if the wellbeing group is still active.</p> <p>JH replied that yes, it is still active.</p>
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MATTERS FOR DECISION

6	98.428	<u>Policies</u>	<p>Capability (AR) Section 30 requires a decision on delegatory responsibility for dismissal. Following discussion, it was decided unanimously that the Headteacher must be involved and supported by governors. It was agreed that if the situation goes to appeal the First Committee would bear responsibility.</p> <p>KG to action this and select Headteacher in Section 30</p> <p><u>This policy was approved unanimously</u></p> <p>Admissions Policy (SJB) <u>This policy was approved unanimously</u></p> <p>Curriculum Statement (JH) <u>This policy was approved unanimously</u></p> <p>Online Safety Policy (CCB) CCB commented that the changes were minor and changes reflected the latest amendments to KCSIE <u>This policy was approved unanimously</u></p> <p>Children in Care (JH)</p>
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MATTERS FOR INFORMATION

7	98.429	<u>New Governor Update</u>	<p>Introduction to new Parent Governor - Stacey Slade</p> <p>Introduction to potential new governor Ben Mitchell</p>	<p>CB introduced the two applicants individually and gave governors some information about phone calls she had conducted with the applicants where she emphasised the commitment and work involved in being a school governor. CB explained that Stacie Slade is a potential parent governor and Ben already is involved with the school supporting on careers so would focus on this area as a governor.</p> <p>PH commented that both personal statements seemed very good and keen and CB agreed that its great that so many good people are so keen to be involved with Lampard.</p> <p>Ben was admitted at 5.40pm and welcomed to the meeting by CB. Ben introduced himself and outlined his extensive experience working with older children and young adults with SEND and their families. Following questions from governors Ben assured the board that he had considered any potential conflicts of interest with his job role and was confident that he would be able to manage any potential clashes with sensitivity and discretion.</p> <p>Ben then left the meeting</p>
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8	98.430	<u>Finance</u>	Finance – Budget Monitor	<p>AR explained that there were a few changes in the February budget. She described how the school has recently successfully recruited 5 new TAs. Now she is working hard to get them on the staff team and therefore the payroll asap, which will have an impact on the budget.</p> <p>AR also shared that she has been recently informed that school would receive a 2.75% increase on our core offer which has just been received and has had a positive impact on our bottom line.</p> <p>As discussed at a previous meeting, AR described recent equipment damage by the building team and confirmed that the contractors will provide like for like replacements and install them..</p> <p>AR asked governors for authorisation to spend approximately £4000 to provide extra safety matting to prepare the area before the equipment is installed so this doesn't have to be done retrospectively. SJB has already approved this from the Sports Premium budget.</p> <p>EP asked if this has been costed officially? AR confirmed that this is the figure.</p> <p><u>This was proposed by CB and seconded by HH and was subsequently approved unanimously.</u></p>
9	98.431	<u>Finance</u>	Premises – boundary & new build update	<p>AR explained that following a lengthy investigation process about a fallen tree believed not to be on school grounds, the school has now received confirmation that it is in fact on school grounds and so had to be removed. This means that the boundary of the site is not officially secure, however realistically an area of brambles means ingress is impossible. AR advised that in the future there may be a cost involved to secure the site with an extra fence. JH added that an upside is that the school has gained extra ground we didn't know we had.</p> <p>AR described the building work that is ongoing and explained that the digging up of the sports pen has been quite dramatic and impactful on some students. School has requested some fencing so the works are not visible and this is being pushed for by SLT.</p> <p>AR explained that the new MUGA has been very well received by students and staff. She added that staff have reported some blind spots and this is</p>

				<p>being addressed as it means more staff are required for break times. JH explained that staff must have eyes on students at all times to comply with KCSIE.</p> <p>AR gave governors a Covid update and explained that there are currently 4 members of staff off work with Covid, 3 with confirmed PCRs and 1 with a positive LFT.</p> <p>There are 11 students absent with Covid, 6 with confirmed PCRs and 5 with positive LFTs.</p> <p>AR has had a detailed conversation with UKHSA who confirmed that the school is doing everything possible to reduce transmission. This includes a dedicated member of staff cleaning communal areas all day and meetings where possible being conducted virtually. There is still lots of hand washing and students are outside as much as possible. AR said that in comparison to other schools Lampard have been very lucky.</p> <p>SS asked if school make it clear how to do the LFT correctly?</p> <p>AR explained that positive LFTs are required to be backed up by a PCR. She confirmed that there does seem to be some confusion about how the LFTs work.</p> <p>HH agreed that it is very difficult to tell as positive and negative tests seem often to be contradictory.</p> <p>EP asked if the positive cases are in one phase or throughout the school?</p> <p>AR explained that there are more in one phase but there more children in that phase. She confirmed that there are cases throughout the school.</p> <p>HH asked if letters are still going home asking people to continue to take LFTs</p> <p>AR confirmed that yes letters go home periodically to staff and families. AR added that 14 government-provided CO2 monitors are placed around the school rotating between location to ensure air flow is good. H&S have been to the site and approved what is being done.</p> <p>CB asked AR if school have enquired into contingency funding as discussed at the previous FGB meeting</p> <p>AR confirmed that she has spoken to the DCC accountant and is required mid-Feb to produce figures and reports which will be analysed to see if this contingency funding is necessary. She is working very closely with DCC who have agreed to be very compliant with what is needed.</p>
10	98.432	<u>Pupil Premium</u>	PPG Strategy	<p>JH explained that there have been changes made by the government regarding how PPG must be presented. The deadline of 31st December for this to be displayed on the school website was met by Lampard.</p> <p>JH explained that the Covid catch up fund no longer exists, and has been replaced by the recovery premium. JH explained that the money received by Lampard is used to benefit all students, not just those in receipt of Pupil Premium funding. She explained that we must report on the achievements made by PPG students, but that it is perfectly acceptable to use the funding to benefit all students.</p> <p>JH explained how she produced the PPG statement by carefully analysing every area required. She elaborated on the Mindfulness in Schools aspect of the document and explained how the strategy teaches students how to be mindful and to promote positive mental wellbeing. Lampard has a tutor who has received the full training and is beginning to roll this knowledge and experience out to staff next week.</p> <p>EP asked that it is correct that she is listed as the governor responsible for PPG</p> <p>JH felt that it made sense that this stay with EP but that this be checked with SJB</p>

				KG to action this
11	98.433	Student Voice	School Council activity: 'Good day, bad day, better day and next steps.	<p>JH explained that this year she has the privilege of taking on responsibility for the School Council which is very active in Lampard. She described how it is very important to the school that the student body has a voice, and that not everything is adult led. The Student Council meet half termly to discuss a range of subjects; recently they discussed what makes a good day and a better day and the council representatives were able to speak to their classmates about what is important and what would be even better. Results showed that students wanted more clubs, to go on more trips, and to have more playtime equipment. They also wanted a trampoline and a treehouse. Upper School wanted a common room and chill out space. An US representative presented this to SLT and these were all discussed. It was agreed that more offsite trips will happen, and that when TA members increase there will be a lunch time club for each phase every day. There are now 5 After School clubs now running, and JH confirmed that school was spending Sports Premium money to buy more outside play equipment.</p> <p>Changes to school dinners were also requested, and school council members will now have the opportunity to taste test and choose meals which will be added to the menu.</p> <p>CB asked how are decisions fed back to students?</p> <p>JH explained this is done by the reps and then through the Friday assemblies</p> <p>PH commented that it is all fantastic and wondered if anything that governors should be doing to support this work? He said that the team should be congratulated for taking this all on board.</p> <p>JH replied that after school clubs are difficult at Lampard because so many children go home on transport. This is why lunchtime clubs are offered. JH explained that students would like to talk to governors directly and this would happen as soon as Covid restrictions allow.</p> <p>EP reported that she enjoyed reading the document and that it was refreshing and very rewarding to read the students' opinions.</p> <p>CB thanked JH for all the hard work being done in this area.</p>
12	98.434	School Led Tutoring	Covid related catch up funding available – Lampard context	<p>JH summarised the report she had previously shared with governors, explaining why Lampard has decided not to buy into the National Tutoring programme. She explained that the programme has been rolled out over the past 18 months across the country to support children with learning due to lockdowns. This is attached to PPG funding but it doesn't cover the full cost and that school would be required to fund an increasing amount of the cost over the three-year programme. JH explained that she investigated the options and was unable to find any local tutors available to provide the work. She added that Lampard students don't need to 'catch up' to pass exams and that our curriculum is designed differently from mainstream schools and as such it was felt that it isn't suitable or appropriate that Lampard buy into this programme. She added that in addition lots of the tutoring is delivered online which again isn't a route Lampard is going down, and that there has been a low national uptake on the programme as a whole. She confirmed that there would be no negative repercussions from deciding to opt out.</p> <p>JH explained that our priority is to increase our own staffing levels and employ the right people to join the Lampard team, and currently this is very positive as we recently employed 5 good people.</p>

				<p>It was agreed that this programme isn't equitable and isn't right for Lampard.</p> <p>CB thanked JH for her eloquent explanation.</p>
13	98.435	<u>HT report</u>	Governor feedback	<p>JH shared the Headteacher Report and explained that the document is created by all the members of SLT. She explained that it is very positive currently.</p> <p>Firstly, JH gave feedback on Future Fridays, stating that staff and students have reported that they wanted more artistic experiences, so the timetable has been adapted to accommodate this. This term will include a visiting photographer.</p> <p>She also shared that a high percentage of staff requested extra training in CiP (Communicate in Print) so this has been worked into the training programme for staff and is already in progress. This will continue throughout this term and next.</p> <p>CB asked JH if she is able to assess the impact of assistive technology. JH responded that it is too early but anecdotal evidence has been excellent, and in some cases transformative. An impact assessment will be conducted towards the end of this school year.</p> <p>CCB commented on the ongoing roll out of National Online Safety to parents. EP has been promoting NOS on the Facebook group, and attended the session offered in school. EP felt that parents may only access the resource in specific instances where they need support, rather than regularly. CCB agreed.</p> <p>KN has rolled out EfL to parents and JH explained how they can see everything as it is added and also to add their own evidence to create a more rounded picture of the students and their progress.</p> <p>JH commented on the impact of the consultation process and explained that 50 consultations have already been received by Lampard this year. She described how this lengthy process places enormous pressure on the workload of staff, and that the goal is to work closely with the 0-25 Team to ensure that only relevant consultations are received, hopefully reducing and streamlining the process.</p> <p>JH shared that Lampard is now proud to be a full holder of the Quality in Careers Standard Award for the next three years which is wonderful and a credit to TW. She added that the work experience programme is currently very successful, with 24 out of 37 places already secured.</p> <p>JH shared that the Christmas Fayre was successful and enjoyed by the students and their families.</p> <p>CCB's impending leaving date was mentioned and CCB was thanked for all her hard work and dedication as a governor and in her role at school.</p> <p>SS asked if the art element of Future Fridays and if this could link in with the Youth Theatre that she runs. She explained that several Lampard students attend her Youth Theatre and that there have been strong links in the past. JH asked that SS bring literature into school and explained that school would be happy to promote this to parents and families. EP added that this could also be promoted through the Facebook group.</p> <p>CB closed by stating that there was so much to celebrate in the Headteachers Report which was wonderful to read.</p>
14	98.436	<u>Portfolio Holder Reports</u>	Governors to complete the form available on Governor Hub and give a brief report of their visit during the meeting.	<p>CB thanked EP and HH for submitting their Portfolio Holder Reports</p> <p>EP outlined meetings she has coming up and expressed an interest in learning more about Total Communication</p>

15	98.437	<u>Effective Governance</u>	What difference has this meeting made to Lampard students?	<p>CB summarised what has been a successful and positive meeting with the addition of two new governors to the board which can only add even more weight and value to the work done by the FGB. She commented on the good progress of the building works, and the positivity of learning from students about what they want and what is being done to address and act on this knowledge.</p> <p>CB thanked all governors for all their hard work and for a positive and informative meeting.</p>