

## MEETING 111 – PART 1 - MINUTES of Full Governing Board Meeting 27<sup>th</sup> April 2023 - hybrid

Attendee	Initials		Arrival / Departure	Attendee	Initials		Arrival / Departure
Christine Bevan	CB		17.00-18.30	Jennie Harvey	JH		17.00-18.30
Martin Bevan	MB		17.00-18.30	Alison Rubenchick	AR		17.23-17.45
Hayley Hardy	HH		17.00-18.30	Nikki Klingenberg	NK		17.45 -18.30
Lorraine Ovey	LO		17.00-18.30	Cathie Scoffield	KS		17.0018.30
Ben Mitchell	BM		Available but unable to attend due to technical difficulties				
Apologies	Initials		Reason	Apologies	Initials		Reason
Amanda Burrows	AB		Health				

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>	
1.	111.154	<b>Apologies</b>	AB sent apologies prior to the meeting. <b>CB announced that MM has made the decision to resign as Governor, due to unforeseen circumstances. CS has also reluctantly made the decision to resign due to changing work commitments and May will be her last meeting.</b> CS is under the understanding that someone from St John's Church will continue the link with the school. BM was unable to attend the meeting due to technical difficulties.
2.	111.155	<b>Declaration</b> Pecuniary/non-pecuniary interest	No conflict of interest was declared at the meeting by attendees.
3.	111.156	<b>Minutes of</b>	Portfolio visit – Wellbeing meeting <b>to be arranged.</b> Teachers positions have been successfully appointed.

		Part 2 – 3 <sup>rd</sup> March (Extra-ordinary) March 23 <sup>rd</sup> FGB – Part 1 and Part 2	Complaints Policy – MD has reported that due to this policy being a DCC policy, the school is not allowed to change the name. CB and JH have met to discuss the Deputy Head vacancy and agreed a timeline for recruitment and selection. <u>Part 1 and Part 2 minutes were signed off as true and accurate.</u>
4.	111.157	<b><u>Premises, Health &amp; Safety</u></b> - Spot Checks Premises Updates	MB visited school on 5 <sup>th</sup> April to attend a meeting with South West Norse and CH regarding the new build but due to confusion was unable to speak directly with relevant people. However he was able to meet with the Premises Manager and receive an update on premises matters. TT books have been checked and no issues reported.
5	111.158	<b><u>Policies</u></b>  - Home Visits - Careers - Governors Allowance and Expenses	All Governors had sight of policies prior to the meeting.  Careers Policy - CB queried the 'specific entitlement' (pages 5&6) relevance to Lampard and whether the requirements were practicable in a SEN setting.. It was advised that the wording came from the DfE and that there was no flexibility regarding the text - <u>Policy Approved.</u>  Home visits policy – CB was informed by NK there have been no issues with home visits and reassurance were given regarding protocols should the school be shut while staff were engaged on a home visit. JH shared that this is a very useful Optional Policy to have in school to safeguard the members of staff who have to carry out home visits - <u>Policy approved.</u>  Governors Allowance Policy – <u>Policy approved.</u>
6	111.159	<b>Finance</b>	<b>CB queried the lack of scenarios.</b> AR felt there was no need to present a range of scenarios due to the present financial situation and the school not going into deficit. AR responded to all questions made by CB prior to the meeting (Please see attached Finance sheet). AR proposed that the budget be locked and sent off to DCC. <u>Governors voted unanimously to accept the budget as presented by AR.</u>
7	111.160	<b>Behaviour and Attendance Data</b>	NK presented the up-to-date figures and information on pupil's behaviour and attendance data. CB thanked NK for her informative presentation. JH shared that letters to parents regarding attendance have been re-written with a more positive emphasis. NK spoke about the measures the school has put in place to support families with pupils who are experiencing behaviour issues in school and KN has regular meetings with the families to work together on the best methods to move forward. PE lessons has been spread during the week, and this has had a positive impact on behaviour incidents. Transport has an impact on pupils coming into school dysregulated and staff work closely with DCC to solve issues. NK shared the pupil's attendance has greatly improved which is due to the class teams having regular contact with parents and the further development of good relationships between school and families.

8	111.161	<b>Head Teachers Report</b>	<p>JH shared questions made prior to the meeting by CB. JH reported that during the academic year 5 to 6 pupils will achieve 100% attendance, which is celebrated in school. Premises Outdoor Health &amp; Safety – JH confirmed the work on the new equipment will not involve any extra costs. JH explained there is a further delay with the sports hall which means that the New Build will not be ready till 14<sup>th</sup> July. The classrooms will be ready on time and it is anticipated that the sports hall can be sectioned off and the classrooms used. MB shared that PS, as the designated Competent Person will have to carry out a Fire Risk Assessment prior to the classrooms being used for lessons. The Contractors will also need to carry out a separate Fire Risk Assessment to this area of the new build. MB feels it will not be an issue to cordon off the sports hall in order to use the classrooms if the risk assessment is completed and followed. JH shared staff absences have increased which is felt was due to post covid illnesses.</p> <p>National Development Team for inclusion – JH spoke about how the aspirations of Lampard students are on par with the ones of those in mainstream and these therefore ‘can be met’. JH thanked all members of SLT for their contributions to the Headteachers Report. JH confirmed that an internal advert will be live from tomorrow for the DHT post and interviews are scheduled to take place on 19<sup>th</sup> May. JH, CB and HH will be on the interviewing panel.</p>
9	111.162	<b>Portfolio Holder Reports</b>	<p>CB confirmed 3 reports were uploaded; 2 of which were from BM related to the Careers meeting he had with TW and a SEND meeting with KN. CB shared both reports were very detailed and CB thanked governors for submitting such thorough reports. CB thanked HH for writing up their safeguarding meeting with NK and confirmed that she has now formally handed over safeguarding to HH.</p> <p>Governor recruitment – CB spoke about how JH had previously mentioned a member of staff who may be interested in applying to become a governor. This would be a co-opted governor. CB has spoke to this particular member of staff, who is happy with the process and will joining the meeting in June. CB spoke to Craig Banyard who is working for an Ed Tech company, he lives locally and has worked in the educational sector. <b>CB has suggested for him to visit the school and liaise with JH to organise this.</b> HH asked if there has been an interest in Parent Governors? JH replied she is in the process of preparing a leaflet to instigate the interest amongst parents in becoming Governors and will circulate this at the Parents Evening in May. CB spoke about the gap with Premises Health and Safety and Finance areas which need to be covered by the Governance Body. JH to contact Andy Cotton regarding governor recruitment.</p>
10	111.163	<b>Effective Governance</b>	<p>The budget for next financial year has been approved and the school is financially secure. It is encouraging to learn and know that behaviour and attendance of pupils has significantly improved. The next meeting is scheduled for 25<sup>th</sup> May.</p>

