MEETING 115 – PART 1 - MINUTES of Full Governing Board Meeting 21st

September 2023 - hybrid

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| Attendee | Initial s | Role | Arrival / Departure | Attendee | Initials | Role | Arrival / Departur  e |
| CHIRSTINE BEVAN | CB | Chair | 4.50PM-  7.10PM | AMANDA BURROWS | AB | Foundation | 4.50PM-  7.10PM |
| MARTIN BEVAN | MB | Associ ate | 4.50PM-  7.10PM | JENNIE HARVEY | JH | Head | 5:00PM-  7.10PM |
| CRAIG  BANYARD | CRB | Coopted | 4.50PM-  7.10PM | LORRAINE OVEY | LO | Staff | 5:00PM-  7.10PM |
| HAYLEY HARDY | HH | Parent | 4.50PM-  7.10PM | LAUREN HAYDOCK | LH | Clerk | 4.50PM-  7.10PM |
| BEN  MITCHELL | BM | Co-opted | 4.50PM-  7.10PM | TAMSIN  WINTER | TW | Deputy Head | 6.00PM-  6.30PM |
|  |  |  |  | NIKKI  KLINGENB  ERG | NK | Assistant  Hed – Care & Safeguard ing | 6.30PM-  6.50PM |
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| Apologies | Initial s |  | Reason | Apologies | Initials |  | Reason |
| MAXINE SHEPARD | MS | Co-opted | FAMILY  COMMITMENT |  |  |  |  |
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| FOCUS | | * 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 | |
| 1. | 115.198 | Apologies | CB gives apologies on behalf of MS. Due to personal commitments MS was unable to attend. |
| 2. | 115.199 | Declaration Pecuniary/non- pecuniary interest | No conflict of interest declared. |
| 3. | 115.200 | Minutes of  Part One Minutes – 13th  July 2023 | CB-MD has uploaded the amended FGB meeting dates.    CB-Recruiting Parent Governors is still very important and asked JH ‘What opportunities there would be to do this’ |

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|  |  |  | JH responded ‘There will be a letter going out after parents evening.’    CB mentioned the new potential parent governor would be dealt with under Item 5 today .    JH-Talk about lockdown procedures and revisiting this when moved into building, JH said the students will be creating an in invacuation video that will be made by the students and will be available for students to view.    MB mentioned the carpets and doors in new build, he has spoken to PS and TW and these are included on the snagging list.    CB- Advised all attendees that the new build has been named the Ocean building. This was named by students. The Student Council voted on it due to class names being based on rivers and all rivers flowed into the ocean.    CRB has spoken with SM, SM said it’s a struggle to find parents to engage however they will put it on social media and in the newsletter. CRB to monitor uptake.    CB said BM’s application for Foundation Governor has been sent to SENtient and will be dealt with at their AGM on 7th November. This means that BM’s will be changing from coop governor status. CRB’s application for LEA Governor also been sent off to the relevant committee within DCC and is pending.        All governers agreed minutes from the last meeting were a true and accurate record-Unanimous vote. |
| 4. | 115.201 | Premises, Health & Safety  - Spot Checks  Premises Updates | MB updated all governers that he spoke with PS yesterday about a number of issues relating to the new build which is to be expected. He highlighted the leaking roof and concerns about undulation on its surface.    ACTION: MB asked JH to check the guarantee that came with the roof.    MB said all issues are being raised with the principle designers working on the school’s behalf.    MB spoke with PS about the complicated heating system which was installed by two contractors. It was suggested training will be given on how to use it.    MB asked JH about the astro turf in Otters playground.    JH responded to explain during works complications arose meaning the area is now unsafe to be used and it needs to be made safe and usable. This work wasn’t costed for by |

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|  |  |  | them. MB said it is a big cost at around £10-12k to replace the astro turf.    CB said the opening went extremely well and a thank you to JH and all the team for making it such a huge success, everyone enjoyed the event.    MB said that overall the building was great. |
| 5 | 115.202 | House Keeping Items | It was noted that AB had submitted a paragraph outlining her interest in the Chair of Governors role. In addition she outlined her knowledge, skills and experience in education. A vote on AB being the new chair was taken. CB and MB did not vote. Unanimous vote in favour of AB as the new appointment.    CB offerredcongratulations to AB on becoming the new Chair of Governors at Lampard.    CB said a new Vice Chair is needed and would anyone put themselves forward. HH would like to put herself forward for Vice Chair.    AB asked HH ‘’How long she had left of her term of office.’’    HH responded 1 year but there is an option to become a coopted governor thereafter if the FGB agrees.    All voted for HH as Vice Chair- CB and MB did not vote Unanimous vote in favour of HH.    CB explained that she had spoken to the potential new coopted Governor a few days ago and learned that they were going through some personal issues at the moment.  However this person was still interested in joining the Board at Lampard and is hopeful thather application will be received before Christmas.      CB explained to all attendees that the first and second committees needed to be decided.    For tonights pay committee it will be BM, CRB and AB    Second committee will be HH and potentially two other nonstaff governors. In the case of governors not being available it was highlighted that there is an agreement with other SENtient schools for their governors to stand in if needed.    CB explained the First Committee is used for absence and disciplinary hearings and can form the Pay. Committee. Appeals would be heard by the Second Committee to ensure independence.    All governors signed Register of Business Interests.    AB suggested she attends parents evening as a positive first step towards the transition into her new role. |

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| 6 | 115.203 | Summer Accreditation Results | TW – Presenting her PowerPoint. presentation on Student Achievement. This is also on Governor Hub.    AB asked, ‘What PP stood for.’’    TW explained it stood for personal progress.    TW explained it’s the last year of functional skills ICT as it will be moving over to Digital Skills.    TW explained first experience of ASDAN’s 2-year plan.    There was an unexpected spot check by the Exam Board, the school did really well on the last visit. One or two points were highlighted and changes have been implemented. The Exam Board will return in November to check on progress.    BM asked who the Board would be. TW explained the same exam board as its tricky to split between two.  .  No further comments or questions. All attendees where very impressed with the information on the presentation. |
| 7 | 115.204 | Safeguarding Update | PowerPoint being presented by NK on Safeguarding Updates and Attendance and Behaviour Data.    ACTION for AB- Governors are unable to tick box to confirmif KCSIE document has been read on Governor Hub, therefore an alternative method needs to be actioned . It was agreed that Governors would email the Clerk to say they had read KCSIE. |

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|  |  |  | AB asked about the behaviour incidents recorded and noted how these can happen anywhere, AB said the decrease in incidents is substantial. .    CRB asked ‘What the threshold for serious incidents was.’    NK responded the threshold for serious incidents is decided based on whether it has had impact on a person, something of a sexual nature, if there was potential lfor someone to have got really hurt, physically or psychologically. No set guidelines.    AB asked if strategy is different for different years.    NK said yes there are extra strategies for different years such as one to one interventions, extra staff, activities being set on the playgrounds . and that these really help.    MB said there seems to be no pattern or place incidents occur and AB agreed.    AB asked, ‘if we are getting enough information from the assigned EWO (Education Welfare Office).’    NK answered yes, we have a meeting with her (Amy  Lambert) coming up, there is a whole new Devon strategy.    BM said NK had been doing a lot of work in terms of communication, anything they have found particularly productive.    NK said we have good relationships with parentshave had positive feedback from the attendance letters sent out, conversations on attendance and making parents aware we are there to support them. NK stressed the importance of open communication.    AB asked ‘Do they target the persistent absentees’    NK answered yes, we have lots of input and we offer students to come in for help to meet with mental health support teams, transition type timetables. This strategy is there for other potential students.      MB said Transport is an issue as is the associated costs.      No further questions by governors. |
| 8 | 115.205 | Policies   * Acceptable Behavior * Child   Protection/Safeguarding Exams and Accreditation | AB raised about whistle blowing and how policies should work in conjunction with each other but noted that as it was a DCC policy it was not something that can be changed.    CB asked Governors to vote on approving the policies.    All approved- Unanimous vote |
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| 9 | 115.206 | Portfolio Holder Reports | CB mentioned it was a bit early in the year for portfolio reports but noted that CRB had already had a portfolio meeting with SM.    CRB said he had a really good conversation with SM and noted thatICT will be taken out of the curriculum and replaced by Digital Skills.    CRB mentioned he would be happy to hold a potential coding workshop.    AB-stated thatshe currently has portfolio responsibility for the teaching and learning curriculum but normally the Chair would have other responsibilities’    CB responded that as Chair she held responsibility for HR and management and that AB would need to have time to deal with these. but for the time being if AB is happy to keep learning and curriculum, in the next meeting governors will decide how they can support AB.    HH mentioned there are a few gaps in portfolio areas.    CB highlighted that the strategic plan has to be agreed this year for the next 4 years. This will include a review of the mission, vision and values of Lampard and will take up some time in the forthcoming year, |
| 10 | 115.207 | Effective Governance | CB summarised:    The new building has been opened and named the Ocean building. Everyone can now celebrate the school having an extra learning space for students.    Pupil achievements, attendance and behaviour are all looking very positive.    CB sends her thanks to all fellow Governors for their gifts and cardsand wished the school well for the future in the knowledge that it is in safe hands.    All attending governors wished CB the best of luck and gave thanks to her commitment to her role. |