

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>
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MEETING 67 – PART 1 MINUTES – 14th February 2018 – Torridge Class

ATTENDEES	INITIALS		arrived	ATTENDEES	INITIALS		arrived
Sam Barham	SJB	Staff	5	Kevin Harris	KH	Co-opted	5
Fiona Corbin	FC	Co-opted	5	Andrew Palmer	AP	Parent	5
Alison Rubenchik	AR	SBM	5	Elaine Penfold	EP	Parent	5
Sally Gonzalez	SGV	Clerk	5				

Apologies	Initials	Reason	Key to Minutes	
Fiona West	FW	Unwell	Bold	Action
Kevin Bastable	KB	Work	Underline	Decision
Claire Cowen-Brown	CCB	Family Commitment	Font	Question
Julie Hunt	JH	Unspecified		
Bill Robinson	BR	Parent		

1	67.005	Apologies	Apologies received prior to the meeting from FW, CCB and BR Apologies received during meeting KB	KH
2	67.006	Declaration pecuniary/non pecuniary interest	None to declare.	KH
3	67.007	Minutes of meeting 17 th January 2019 & matters arising.	Governors had previous sight of minutes. No comments sent to Clerk KH confirmed completed actions - <u>minutes were agreed and signed as accurate.</u>	KH
4	67.008	Health & Safety - Spot Checks	PH carried out spot checks during the week and all reported as accurate. Also reported that PS acknowledged the 'thank you' letter from BoG and shared ideas regarding playground development. KH questioned if a review procedure has been built into the development plans. AR to compare Premises savings over the full year and bring to governors in May. Regarding TT logs PH reported ongoing incidents. SJB gave an update regarding improvement and progress since the start of the academic year, and the impact on other students in the school.	PH
5	67.009	Policies Curriculum Statement. DBS disclosure policy. Careers Policy Equality Policy Redundancy Policy Behaviour policy Teacher appraisal	Governors had previous sight of the policies. All policies were adopted.	KH
6	67.012	Teaching school	SG presented an overview of the two Teaching School Alliances and explained the pros and cons as per attached sheet. The three areas to focus on are as follows:	SG

			<p>1st option – NDTA – For all North Devon schools – 22 schools have already joined. Formed by main stream schools. No special schools have signed up yet.</p> <p>2nd option – Special School Teaching Alliance (SSTA) – Has a wider range of SEND expertise across the SW.</p> <p>SG explained that Lampard should be focusing on ‘why’ we want to join a particular Alliance and ‘what’ the school will gain from joining. A Redpath asked if other schools in the SENTient Trust have joined any Teaching Alliances. SJB understands that some have deferred their decision but others have joined already. SG reported she attended a meeting and feels that by joining an Alliance we have the opportunity to share good practice and to learn from each other. SJB feels joining the Special School Teaching Alliance would give Lampard the opportunity to do this and would provide an opportunity for the TAs in school to train to become teachers. A Redpath feels it would be a good idea to join if the geographic allowed staff to visit the other schools. SG explained Lampard has real expertise and strengths that other schools don’t have and we can offer a lot as well as learn a lot. KH is mindful that Lampard needs to consider the costs involved in joining. SG explained that at the moment the Teaching Alliances are not proposing a subscription. KH asked if there would be an impact on staff absences when training. SJB felt that the school’s priority would always be to run the school effectively but the staff would have an opportunity to go to training which is more relevant to the needs of our school. She felt this would raise the TAs aspirations and would have a positive effect on the whole school. SG said that in terms of investment in people and career development the benefit from joining is huge. KH feels the BoG have been guided professionally and all governors agreed for Lampard to join the Special School Teaching School Alliance.</p>	
7	67.011	<u>Catering</u>	<p>AR explained Devon Norse have come back with a counter offer for the catering staff. AR has investigated costs further and feels confident the move to in-house would better benefit our students. AR asked the BoG whether Lampard should continue with terminating the contract with Devon Norse or continue paying for their services. BofG unanimously agree to terminate Devon Norse.</p>	AR
8	67.012	<u>Careers and Mock interviews</u>	<p>JW presented a slide show regarding the Mock interviews in which 37 pupils took place. JW shared the comments from the students after their interviews and comments from interviewers and governors who took part. KH thanked JW and commented on how well the day was organised and would like it to happen again in the near future. KH asked for a letter to be sent out to external adults involved and he also thanked all governors who took part.</p> <p>Careers development work was presented to BofG by TW. PH asked if pupils would be able to go straight onto apprenticeships when leaving Lampard. TW explained most employers prefer to take on students who are 18 but it is possible to start straight after Lampard. Ofsted will be looking at careers work within schools. SJB said that Lampard students leave Lampard with the right work ethic which employers feel is getting lost when employing people in the community. Next steps were read to the BoG. KH felt the careers development work needs to influence the School Development Plan. SJB discussed how positively Upper School students are responding to their careers work. FC asked what percentage of students are likely achieve future employment realistically. TW explained, when the students move onto Petroc they will be able to go further and achieve their goals and aspirations. FC feels this may be falsely building the students expectations and leading onto disappointment. SJB explained part of our work is about making the students more resilient and allowing them to be able to know who to turn to if they are struggling. FC feels this work may be offering something the students are not going to be able to</p>	TW/J W

			achieve. SJB explained TW is working hard to get employers in the local community in to the school to get to know our students. KH felt Lampard needs to focus on what we can do in school and shouldn't cap goals and objectives based on the next step. AR asked if Lampard is teaching the students to learn to manage disappointment. TW confirmed that would be taught through the Upper School curriculum. SJB explained TW has been asked to be part of a pilot work involving SEND and careers as a result of her work. AP feels not all students will achieve their aspirations but the careers programme on the whole will be beneficial. SG shared that in terms of the opportunities available as a result of the work for example, the mock interviews, the students' achievements are huge. SJB explained that 'Preparation for Adulthood' is an expectation from the SEND Code of Practice and having a careers programme embedded is a statutory expectation.	
9	67.013	<u>Benchmarking</u>	To be done twice a year per pupil to and to be presented to governors. AR to put link onto governors' site to allow governors to look at independently.	AR
10	67.014	<u>GDPR Data protection breach</u>	Email sent last week to governors regarding breaches. All staff have changed passwords. The DPO advice is that due to the information in the email being sensitive it is of historical nature and their advice is that under no circumstances any information goes to governors email addresses and have school email addresses. It is a number of schools who have experienced similar breaches. Governors agree to trial using their new school emails.	AR
11	67.015	<u>Risk Assessment</u>	Update.	SJB
12	67.016	<u>Staffing absences update</u>	It was reported that staff were noticeably anxious about the 'Managing Sickness and Absence' policy being applied with regard to the first absence meetings. SJB will present to non-teaching staff and teachers in their next meeting.	SJB
13	67.017	<u>Playground update</u>	Cathie and SJB need to secure a bid. EP felt it would be useful to present case studies on the impact of zoning around the new playground once it is in place.	SJB
14	67.018	<u>ICT Budget planning</u>	CCB absent. To be presented at the next meeting.	CCB
15	67.019	<u>Sentient</u>	Nothing reported	SJB/ KH
16	67.020	<u>Evidence Based Research projects.</u>	<p>Evidence based research projects presentation by SM and LA. SM reported she attended a course on 20th Nov in Exeter regarding Teaching Assistants promoting independence in learning. SM explained research indicates close supervision stifles support but by scaffolding support it increases the students' independence. Training of our TAs (Maximising the Impact of TAs) has started in school and has given all TAs a survey to complete. A working party of TAs are being introduced to the MITA model of interaction supporting independence. AR feels this is an exciting project. KH asked who sets the student targets, TAs or teachers. SM explained it is the teachers, but we are working towards involving the TAs in the assessment and planning a small work group and 1:1 work where needed. PH asked what the timescale is. SM said it was the end of June and will present to Governors in July.</p> <p>LA – explained his project was determining if Colourful Semantics can improve the attainment of writing for students who have been identified as at 'below expected progress.' The aim is to evidence the impact of the strategy and promote it across the school. He will identify 3 students from the data, deliver the strategy in Personal Programmes and share with tutors. SJB feels it is important to embed this in the school as most of our pupils have difficulties in forming sentences and this strategy would also help their speaking. PH asked if this is a new strategy. LA explained it is a fairly new teaching method that helps</p>	SM/L A

			the children with speaking difficulties. FC asked if the parents would be involved. LA feels it would be beneficial.	
17	67.021	<u>Headteacher report to governors</u>	BoG had previous sight of the HT report (copy enclosed). KH thanked SJB felt it was very comprehensive.	KH
18	67.022	<u>SEND Ofsted inspection</u>	Postponed for the March meeting.	SJB
19	67.023	<u>Portfolio Holders</u>	Review Portfolio roles and commitments	Governors
20	67.024	<u>Effective Governance</u>	<ul style="list-style-type: none"> What difference has this meeting made to Lampard student. Meeting ended at 8.00pm. 	Governors