



MINUTES
FROM THE MEETING OF THE
HAMP ACADEMY LOCAL GOVERNING BODY
HELD ON WEDNESDAY 15 JULY 2020
VIA TEAMS

Actions from Hamp Academy LGB on 15 July 2020

| Item Reference | Action | Person Responsible | Date Raised |
|-----------------------|---|---------------------------|--------------------|
| 1.4 | The Chair to arrange for a couple of governors to join a site walk around the school in the new academic year. | SR | 18/03/2020 |
| 1.4 | SAH and SR have considered the future spending elements on TLA but it needs finalising. The LGB will be updated on any developments in the new academic year. | SAH/SR | 18/03/2020 |
| 3.0 | In addition there will be a finance report presented at the November meeting and KR will be invited to attend. | FD/KR | 15/07/2020 |
| 1.4 | FD to invite KK to next LGB meeting in Oct to present on the English/reading Curriculum. | FD | 18/03/2020 |
| 1.4 | SAH will arrange for DC to provide a list of definitions for the LGB. | SAH | 18/03/2020 |
| 1.4 | SAH to have a discussion with DC concerning accredited training, for supporting staff who are dealing with more challenging behaviour from students. | SAH | 18/03/2020 |
| 3.0 | LGB to feedback to SAH/SR on the opening plan for September. | LGB | 15/07/2020 |



**MINUTES
FROM THE MEETING OF THE
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Members

| | | | |
|---|------------------|-------|------------------|
| - | Lynda Brimson | (LB) | |
| ✓ | Marion Churchill | (MC) | |
| ✓ | David Elford | (DE) | |
| ✓ | Suzanne Hannay | (SH) | |
| ✓ | Sarah Hitchings | (SAH) | (Headteacher) |
| ✓ | Sam Reilly | (SR) | (Chair) |
| ✓ | Erin Taylor | (ET) | (Staff Governor) |

In Attendance

| | | | |
|---|------------|------|---------|
| ✓ | Fran Davis | (FD) | (Clerk) |
|---|------------|------|---------|

✓ those present

1. **Procedural Matters**

1.1 **Apologies for absence**

The Chair welcomed everyone to the meeting

It was noted the meeting was to be recorded and there were no objections to this. Protocols for recording meetings had been forwarded out prior to the meeting.

1.2 **Declarations of Interest**

None

1.3 **Minutes from last meeting held on 8 Jan 2020**

Minutes were accurate and will be signed by the Chair when possible.

1.4 **Matters arising not contained elsewhere on this agenda**

Actions outstanding

Some actions will be deferred until it is possible to visit the school.

Signed 

- The Chair to arrange for a couple of Governors to join a site walk around the school in the new academic year – **Postponed.** SR
- SAH and SR have considered the future spending elements on TLA but it needs finalising. The LGB will be updated on any developments in the new academic year To be discussed in the November meeting. SAH/SR
- FD to invite KK to next LGB meeting in Oct to present on the English/reading Curriculum. FD
- FD to ascertain whether a report/feedback will be given to SAH from the Quality of Education Committee – **Completed.** Feedback was given at the meeting but it is likely the QofE committee will develop protocols to feedback formally in the new academic year. SAH
- SAH will arrange for DC to provide a list of definitions for the LGB. SAH
- SAH to have a discussion with DC concerning accredited training, for supporting staff who are dealing with more challenging behaviour from students – **Deferred** until the new academic year.

2 CEO Reporting Requirements

2.1 Head Teacher's report

SAH advised there were changes to the HT report which was originally prepared for the June meeting. These included:

- Some Year 5 pupils have been returning to school in addition to the other groups.
- We will be fully open in September. The plan has been approved by the BTCT Trust and SAH outlined this. It was agreed this plan would be forwarded out to Governors.

Action Opening plan to be circulated to the LGB. SAH

- Regular contact is continuing with our vulnerable pupils. The safeguarding team has been great. Where necessary we have got the PCSO involved.
- Some of our SEN pupils have been having 1:1 sessions to help prepare them for September.
- Teaching team and all staff have been great during this time.
- SAT's – Results were much improved and it is very disappointing the pupils were not able to take these. The PIXL tests were showing a Combined percentage of 58%, up nearly 10% on last year.

Staffing:

- Alison Morgan (TA) will be leaving us. We have a vacancy for a SEN administrator and an internal vacancy for a PE Coach.
- 26 applications received for teaching posts, interviewed 4 and 2 have been appointed.
- We have a member of the office team on long term sick.

The Chair noted the workload for the HT had been exceptionally high and the report and reopening plan were very detailed showing a lot of work had been undertaken.

Governors also commented on how good and thorough the plan was. They were also pleased with the predicted SAT results and felt the school was moving in the right direction.

3 **Hamp Statutory Reports**

Safeguarding report

ET gave an update and noted how quickly the way of working had been adapted to the current situation. We have been in regular contact with all children but it is great to have children back into school.

For some of our parents the regular contact has been their only contact with anyone and they have really appreciated our calls and the care and attention given to their children.

It was asked what plans have you for these children to catch up
We will have a transition week for all children when they return and there is additional funding from the Government to help pupils catch up.

SAH advised Governors there will be two parts to the curriculum in September – recovery and catch up.

- Recovery aspects of the curriculum will focus on mental health and well-being, as well as re-establishing routines in terms of behaviour and high expectations.
- Catch-up will be based around PiXL (Primary in Excellence) transition resources, which feature these four areas.
 1. Diagnosis – through quizzes which will identify gaps in learning
 2. Therapy – filling the gaps
 3. Testing – checking the gap has been filled
 4. Revisiting – where there are still gaps in learning

It was asked if the FSM vouchers were still going well.
Yes, we are now part of the Government EdenRed scheme whereby parents logon for the vouchers however if they were unable to logon we have printed off the vouchers for them.
They will receive one voucher to cover the summer holidays and this has to be used responsibly, no spending allowed on alcohol, cigarettes or petrol.

It was noted by Governors there had been some additional costs incurred through catering. As there was likely to be some over/underspend on the budgets it was asked if there could be

a finance report for the new academic year and if KR (Deputy CFO) would be able to attend to answer any questions.
Action – FD to request a finance update for the next meeting and for KR to attend.

FD

It was also asked about the Government digital devices scheme, was this something that was being looked into. The Trust is looking into this however not many of our pupils would be eligible for this and it was originally available for only year 10's. SAH advised there had been a discussion at the Trust HT's meeting on digital devices and whether they would be needed should there be another lockdown. Governors were pleased to see plans were to remain flexible and that the Trust were looking into the possibility of digital devices for pupils and how best to support them in event of another lockdown.

It was asked about the wellbeing of staff in the vulnerable category and what measures were in place for them returning in September. The LSA's have already been into school for the last three weeks. We only have two lunch time supervisors who have not been back in but we will meet with them.

The Chair asked for Governors to feedback on the opening plan for September.

LGB

Action – LGB to feedback to SAH/SR on the opening plan for September.

SAH wished it noted that all children who had come back were coping really well.

The Chair asked the HT and staff to consider how they will approach next year to elevate the quality of teaching and learning for the pupils. SAH agreed they would be looking at what has been done well this year and what can be re-examined. Outdoor learning, cooking etc has been successful and we will want to look at how we can build on these areas.

The Chair thanked the HT and the team at the school for their exceptional hard work and wished it to be noted that the approach taken here is not normal in other schools. The other Governors echoed the Chair's sentiments and wished SAH a good summer break.

4 **Date of next meeting** – 30 September 2020 Procedural

Signed 