



**MINUTES
FROM THE MEETING OF THE
HAMP LOCAL GOVERNING BODY
HELD ON WEDNESDAY 10 MARCH 2021
AT 5.00pm VIA MICROSOFT TEAMS**

Actions from HAMP LGB on 10 March 2021

Item Reference	Action	Person Responsible	Date raised
1.4	SR to give update on level 5 student counsellors supporting the school, at the LGB meeting in September.	SR	10/03/21
1.4	It was agreed FD would forward letter to SR who would adapt contents and send out to parents.	FD/HT/SR	10/03/21
1.5	SR to forward a brief overview on the audit and any development needs of the LGB to FD before the Easter break.	SR	10/03/21
2.1	HT to forward out parent survey to LGB	HT	10/03/21
3.1	ET to arrange for the training register and child protection safeguarding audit to be updated.	ET	10/03/21



**MINUTES
FROM THE MEETING OF THE
HAMP LOCAL GOVERNING BODY
HELD ON WEDNESDAY 10 MARCH 2021
AT 5.00pm VIA MICROSOFT TEAMS**

Members

✓	Sam Reilly	(SR)	(Chair)
✓	David Elford	(DE)	
✓	Marion Churchill	(MC)	
✓	Suzanne Hannay	(SH)	
✓	Erin Taylor	(ET)	(Staff Governor)
✓	Sarah Hitchings	(SXH)	(Head Teacher)
✓	In Attendance		
✓	Diane Canaku	(DC)	Deputy Head
✓	Fran Davis	(FD)	(Clerk)

✓ those present

1. Procedural Matters

1.1 Apologies for absence

All Governors were present at the meeting.

1.2 Declarations of Interest

None

1.3 Minutes from the last meeting on 18 November 2020

It was asked for a slight amendment be made to the Minutes, on page 2, to reflect the reason for the low percentage of pupils not at their chronological reading age was due to the pandemic.

After this amendment the Minutes were agreed as accurate.

1.4 Matters arising not contained elsewhere on this agenda

Actions Outstanding:

The Chair to speak to the Course Co-ordinator for Counselling to see if Level 5 counsellors could complete placements at the school – **Ongoing** SR has looked into this and there could

Signed.....

potentially be opportunities to support the school with placements when the students have completed their face to face assessments. SR to give update at LGB meeting in September.

SR

FD to forward letter, to HT, asking parents to volunteer as a Parent Governor or ask if they know someone who would like help – **Ongoing** It was agreed FD to forward letter to SR who would adapt contents and send out to parents.

FD/SR/HT

1.5 Governor Skill Audit

The audit was duly noted by Governors. Any training requests to be forwarded onto the Chair. The Chair will forward a brief overview on the audit to FD and the LGB before the Easter break. **Action** SR to forward a brief overview on the audit and any development needs of the LGB to FD before the Easter break.

SR

2 CEO Reporting Requirements

2.1 Head teacher Report

The HT went through the highlights of the report:

- Advert for maternity cover closed. 5 Applications received, one to go forward to interview.
- MDS both back but one is still shielding. We also have two other staff members shielding and one office member is off sick. Site manager is signed off for 6 weeks. Support for this role is being covered by the Trust and internally.
- Five Covid cases have been recorded during the last 12 months. Some students are self isolating and a couple are awaiting test results.
- Staff lateral flow tests are being carried out.
- Higher number of pupils attending school than during the last lockdown which has put extra pressure on staff. However, pleased to have all the children back on site.
- Parent survey shows they were very supportive of the service we provided.

Action HT to forward out parent survey to LGB.

HT

- Remote Learning Offer published on website. We have been offering a mixture of paper and online learning.
- SAT's for May have all been cancelled, however, we are still continuing to carry out assessments within all year groups.
- Benchmark data will be available at the next LGB meeting
- The catch up funding being offered by the government equates to £80 per pupil.
- Catch-up money is being spent according to identified need and we are starting to see progress from our interventions.
- Attendance is difficult to compare with last year. However, it is looking ok with this week showing a rough average of 97%, compared to national which is 95%.

- Exclusions – again difficult to compare with last year but only a couple of FTE's and these have been one off incidents. There is a lot of support being put in place for our students.
- No permanent exclusions this year and none for the last two years.

2.2 Re-opening Plan

The HT went through the routines and procedures that have been put in place.

2.3 Remote Education

The plan was shared with the Governors outlining the school's procedures during this lockdown and what would happen if there was another one. It also gives information on what offer is made to pupils who are classed as clinically vulnerable. Currently we have two pupils who have access to the AV1 robots.

The risk assessment was also shared with Governors.

Governors were impressed that the school has delivered high quality teaching and learning to 90 pupils on site and balance home learning. Thanks was passed onto the whole team and best wishes to the site manager for a speedy recovery.

It was asked for clarity around the use of staff rooms
The HT advised that if it is not listed in the Risk assessment it is in DfE guidelines on how staff can and cannot interact. Staff rooms can be used but the risks have to be safely managed.

The Chair felt the H&S aspect of the school has been very well managed.

It was asked how has the school managed to support pupils with catch up during lockdown
The bulk of the work was started in September by identifying the gaps and putting support in place. However, some areas were able to continue through lockdown such as times tables rock star, MyOn and Mymaths etc.

It was asked what support is in place, for the two clinically vulnerable students currently shielding, to ensure their mental health and wellbeing.
There is regular contact with them over the phone and we are checking in with the parents. We have put a lot in place for them but when they do return we will let them know how excited we are to have them back.

Governors thanked the HT and the team for a very comprehensive report and all the hard work that has been put in to support the pupils.

3 Statutory Reports

3.1 Safeguarding

ET went through the report highlighting the strengths and what needs to happen.

The Following item was deemed confidential and is contained in a separate minute with distribution restricted to the governors present.

End of Confidential Item.

Governors felt the report was very comprehensive and great to see the school is doing so much to support the children emotionally.

The Chair noted the training register and child protection safeguarding audit need updating and this should be re-scheduled.

Action – ET to arrange for the training register and child protection safeguarding audit to be updated.

ET

3.2 SEN Report

DC shared the report highlighting:

- SEN register has been condensed down to 24%, which is about 10% above average schools
- Assess, Plan, Do and Review has been a lot of work but it is making a difference to referrals and the process is now working very effectively.
- Mental health and wellbeing will be our biggest focus. We have secured full staff training from EP service on Adverse Childhood Experience
- Camerado's has been a successful pilot but will need to fully embed the 6 principles.
- Training for high incidence SEN is available for Governors
- Need to get Pupil voice in our reviews etc as it is very adult led.
- Training on the engagement model, which is an assessment tool, is being undertaken by DC and two LSA's.
- EHCP's are increasing but they are 100% successful

Governors appreciated the clarity of the report and how it is broken down into elements which makes it easier to understand the range and complexity of the different learning needs of the pupils.

3.3 H&S Report – for information

Governors noted the report. The HT gave a brief update advising a site inspection has now taken place this week and a report will be available shortly.

It was noted that physical assaults (deliberate) were significantly reduced this year compared to last year, has there been a change of category.
No the cohort responsible for some of the incidents last year have now left and, due to Covid, break times are now staggered.

The H&S Governor noted that at a recent H&S forum Hamp academy have the highest number of incidents, which is down to lack of space. What will happen when all year groups are outside together
It is the hard surface that is required as we have plenty of field space and when the weather improves we will be able to spread out. We have had a conversation about an additional hard space and this should be in the pipeline but it is a capital project and will cost about £20K. Until this is sorted out we will continue with staggered breaks.

4 RSE Policy

This is a trust policy and has been led by RH, Trust Lead, with input from CC. It is a statutory policy that was due to be implemented in September 2020 but was deferred until 1 April 2021.

It was asked who would be delivering the curriculum
All teachers will be delivering the curriculum but they will be offered training. RH has put together a training package and CC will be offering support.

MC approved the policy and SH seconded it.

5 Date of next Meeting – 16 June 2021

The Chair wished thanks to be passed onto the whole staff team for their hard work