



**MINUTES  
FROM THE MEETING OF THE  
HAMP LOCAL GOVERNING BODY  
HELD ON WEDNESDAY 14 SEPTEMBER 2022  
AT 5.00pm at the ACADEMY**

**Actions from HAMP LGB on 14 September 2022**

<b>Item Reference</b>	<b>Action</b>	<b>Person Responsible</b>	<b>Date raised</b>
<b>1.4</b>	FD to email Officer job descriptions to Governors.	FD	14/09/2022
<b>1.8</b>	LM to share information/video link with BW on County Lines	LM	13/07/2022

Signed.....



**MINUTES  
FROM THE MEETING OF THE  
HAMP LOCAL GOVERNING BODY  
HELD ON WEDNESDAY 14 SEPTEMBER 2022  
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Members

- |   |                   |       |                |
|---|-------------------|-------|----------------|
| ✓ | Suzanne Hannay    | (SH)  |                |
| - | Siobhan Gallagher | (SG)  |                |
| ✓ | Barry Weatherly   | (BW)  |                |
| ✓ | Mary Weatherburn  | (MW)  |                |
| ✓ | Ruth Cummins      | (RC)  |                |
| ✓ | Sarah Hitchings   | (SXH) | (Head Teacher) |

In Attendance

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

✓ those present

**1. Procedural Matters**

As the Chair had stepped down and the Vice Chair had also left it was decided for just this meeting RC would chair the meeting.

1.1 Apologies for absence

Apologies were received from SG. ET has decided to stand down as staff governor due to recent health problems.

Governors asked for their best wishes to be passed onto ET for a speedy recovery.

1.2 Declarations of Interest + Code of Conduct forms

This was postponed until the next meeting.

1.3 Election of Vice Chair

It was asked why SR, previous Chair, was no longer on the LGB.

The HT advised SR has been redeployed to another LGB but had been due to move earlier but stayed until Ofsted had visited

RC agreed to take on the role.  
MW proposed and BW seconded the appointment.

1.4 Appointment of Officers

1.4.1 SEND – This was postponed until the next meeting.

1.4.2 Safeguarding – see above

1.4.3 H&S – SH agreed to undertake this role. RC proposed and BW seconded the appointment.

It was asked if more information could be forwarded to Governors on the Officer roles.

**Action** – FD to email Officer job descriptions to Governors.

**FD**

1.5 Keeping Children Safe in Education (Part 2)

The document and a summary of changes had been sent out to Governors. All Governors confirmed they have read and understand their responsibilities.

1.6 Minutes from the last meeting on 13 July 2022

Minutes were agreed as accurate

1.7 Training Schedule

None raised but it was felt Governors could join any of the training sessions if wished when they become available. Training sessions can also be viewed on the Trust website.

1.8 Matters arising not contained elsewhere in this agenda

Actions Outstanding:

- LM/RC to share information/video link with BW on County Lines – **Outstanding.**
- FD to forward out list of acronyms to Governors – **Completed**

**2 CEO Reporting Requirements**

2.1 Head Teacher Report

The Head teacher gave a verbal report:

- Ofsted – very pleased to have received solidly Good across all areas with some veering towards Outstanding.

Governors felt it had been well deserved and passed their congratulations onto the HT and staff. A great team effort.

- Year 3 is full with 90 pupils on roll. We have some additional enquiries for places which may go to appeal.

#### **Recruitment**

- Senior Administrator had left in July and having been out to advert numerous times, an appointment has been made but just now waiting for them to start. This has put additional pressure on staff team covering this function.
- One Learning mentor have left but we have recruited one Kelly Donaldson (him/his/he). Very experienced having been in the Army, Police and also a learning mentor in a number of educational settings.
- Still advertising for teacher post. Have been out to advert 5 times but not getting quality applications.

It was asked if the Good rating from Ofsted now would have a difference on the quality of applicants applying. Hopefully yes it will.

- Three staff members going on maternity leave. However, all staff and pupils have returned to school and we welcome back DC.

#### **Exclusions**

- Governors panel to hear the permanent exclusion has now taken place and been upheld. It was originally postponed due to family circumstances. They have until 29/09/2022 to appeal.

It was asked how many permanent exclusions there have been recently  
This was the first one in four years.

### **3 Policies**

#### **3.1 Safeguarding and Child Protection Policy**

RC proposed and SH seconded the adoption of the policy.

#### **3.2 Relationship Policy**

The HT advised this supersedes the behaviour policy and is linked to Trauma Informed Schools and restorative practice. Informing our approach is the PRRR model, Protect, Relate, Regulate, Reflect' model which highlights the importance of relationships between pupils and staff.

It was noted all linked schools, Hamp Nursery and Infants and RBSC, were using the same approach.

MC proposed and SH seconded the adoption of the policy.

There was a discussion on pupils coming into schools without funding and EHCP's and how support staff were coping with the challenges. It was noted that only pupils coming in with band 6 or 7 would have sufficient funding attached to allow additional staff to be employed to support them whilst at the school. The HT advised they are deploying staff carefully and gathering evidence to support EHCP applications.

Governors congratulated the Head again for fantastic work and asked if the staff team were very established. Many of the staff have been at Hamp for some time but work so well together. The HT advised she had introduced a few key ways of working, such as everything introduced has to first be researched based to ensure quality.

**4 Date of next Meeting – 16 November 2022 at the Academy**