



**DRAFT MINUTES  
FROM THE MEETING OF THE  
HAMP LOCAL GOVERNING BODY  
HELD ON WEDNESDAY 16 NOV 2022  
AT 5.00pm VIA TEAMS**

**Actions from HAMP LGB on 16 Nov 2022**

Item Reference	Action	Person Responsible	Date raised
3.2	SG to email contact details of the Children Autism and Outreach team to SXH	SG	16/11/22



**DRAFT MINUTES  
FROM THE MEETING OF THE  
HAMP LOCAL GOVERNING BODY  
HELD ON WEDNESDAY 16 NOVEMBER 2022  
AT 5.00pm VIA TEAMS**

Members

- |   |                   |       |                |
|---|-------------------|-------|----------------|
| ✓ | Ruth Cummings     | (RC)  | Arrived 5.30pm |
| ✓ | Mary Weatherburn  | (MC)  |                |
| ✓ | Suzanne Hannay    | (SH)  |                |
| ✓ | Siobhan Gallagher | (SG)  | (Chair)        |
| ✓ | Barry Weatherley  | (BW)  |                |
| ✓ | Sarah Hitchings   | (SXH) | (Head Teacher) |
| ✓ | In Attendance     |       |                |
| ✓ | Fran Davis        | (FD)  | (Clerk)        |
| ✓ |                   |       |                |

✓ those present

**1. Procedural Matters**

1.1 Apologies for absence

RC sent apologies as would be late.

Introductions were made as although SG had been on the LGB for some time was new to the role of Chair.

1.2 Declarations of Interest

None

1.3 Election of SEND and Safeguarding Link Governors

BW was appointed Safeguarding Link Governor and MW was appointed SEN Link Governor.

SXH proposed the election of both Governors and SH seconded the appointments.

1.4 Minutes from the last meeting on 14 Sept 2022

Minutes were agreed as accurate.

Signed.....

## 1.5 Matters arising not contained elsewhere on this agenda.

Actions outstanding:

- FD to email Officer job descriptions to Governors – **Completed.**
- LM to share information/video link with BW on County Lines – **Completed**

## 2 CEO Reporting Requirements

### 2.1 Head teacher Report

SXH gave highlights from the report:

Staffing

- DC has decided to concentrate on her health and take a career break. DC wished to acknowledge how much she had appreciated the support given whilst off ill and had not taken this decision lightly. The therapy dog, Bella, will also be leaving however Cooper, LM's dog, is currently undergoing training and a transition process to take this role on.

Governors asked for thanks to be passed onto DC for all her hard work.

- IB also leaving at Easter.
- Staff sickness is high and it is a real struggle to get agency staff.

It was asked how staff morale is  
SXH advised staff are tired but they work as a team. We are looking at mental health of staff and are going to set up a monitoring group.

Pupil numbers

- In year admissions are high – new child added to Yr6 and a couple more looking to join Yrs 4 and 5.
- There are 128 pupils - 37% (national is 14%) on the SEN register of which 11 have an EHCP. 178 pupils (52%) are entitled to Free School Meals (FSM). 49 (14%) pupils have EAL (English as an Additional Language).

The LA have approached us to take an additional pupil but we cannot meet need however under admission arrangements we are likely to get them. We have requested more funding if have to take this child.

MC agreed and felt the situation was getting worse.

Attendance

- Holidays are still being taken in term time due to cost and Covid is still impacting on figures.
- Attendance is closely monitored and where a child is persistently absent, regular contact is made with parents.

- Pupils who are on a part time timetable or who have had exclusions can fall into the persistent absence category. We are looking to see what can be put in place to support those on part time timetables.

It was asked if pupils were doing anything aside We have had two Yr 3s who have had two suspensions, one of these pupils has been put on part time timetable and both have gone to the partnership panel to get intervention support from the Bridge and Polden Bower. The Trust Educational Psychologist and Speech and Language Therapist help with assessments.

#### Year 6 Data

- Data shows that already 25% of pupils are achieving the expected standard in reading and 16% are at the expected standard in maths

#### Key areas of development

- Vocabulary – this will help with all aspects of the curriculum including improving reasoning in maths.
- Resilience and stamina as a large number of pupils did not finish papers

It was asked if maths reasoning referred to understanding of vocabulary  
 SXH agreed there is a lot of written content in maths and pupils tend to do worse if they cannot read questions.  
 It was asked if papers were unfinished due to lack of stamina  
 SXH agreed but confirmed they have work planned on resilience and stamina in the New year.  
 MC agreed stamina is a problem for them as well with pupils not wanting to work or trying to get out of it.  
 SXH advised they see refusal to undertake work being reflected in behaviour problems.

## 2.2 Update on ADP

- There are four strands on the ADP and it is a live work in progress document.
- Maths and reading have been issues in the past however, as reading age has improved following our focus on this, we are now looking at vocabulary as this impacts on all subjects across the curriculum.
- There is always a Strand focussed on well being and in particular we are looking at TIS and reducing suspensions. However staff absence is impacting on this as they are being diverted to cover other roles.
- Personal development is another Strand but as you will see our focus is linked to recent Ofsted report recommendations.
- Spend has been agreed but there were a couple of things not approved which related to a data system but as there

is a chance we will be changing this, it was felt not worth the investment.

- Updated versions of ADP will come out during the year.

It was noted that the ADP clearly shows how it links to the school and the cohort of children and level of need. It shows exactly what you are trying to do.

### 3 Statutory Reports

#### 3.1 Safeguarding

SXH shared there are some quite traumatic cases going on involving other schools due to siblings.

- Level of need is increasing and we are getting some very significant cases. The level of support is variable from outside agencies. It feels as though more cases are falling to school level to manage interventions that previously would have gone to other support agencies. However, we are doing whatever we can to keep our youngsters safe.
- Staff training ongoing
- Number of cases at level 4 is going up.

It was asked about the incidences of injury, where are the figures coming from  
SXH advised they refer to marks, bruises etc that pupils are coming in and us professionally querying them. Some are peer on peer abuse and general abuse but it is rare for our pupils to self harm.

It was asked if that was a correlation between this and mental health

SXH advised some of it is, but it is a mixture of reasons.

It was asked if the behaviour incidents were spread out across all the year groups or concentrated in year 3

It is variable, we have PSCO involvement with Yrs 5 and 6 and across other years but unfortunately it does link to potential County Lines. The Violence Reduction Unit is working with us for the first time as at least one pupil has been identified as being involved in County Lines. Behaviour outside of school is concerning.

It was asked if the VRU team are helping with training and supporting the school

Yes, a team member from VRU has come into school and done workshops with Yr 6. This team member can also tap into funding and support which is of great help to us.

It was noted that high numbers of level of need cases creates additional pressures on resourcing and staff time, how does this impact with staff absences.

LW's time is taken up with this. However with ET on a phased return she is now starting to pick these up as well alongside myself and CC.

### 3.2 SEN

SXH advised this report gives a snapshot of where we are and where improvement needs happen. It has been rag rated.

- 38% of school are currently on SEN register. National Average is 11%
- Concern is on pupils do not have an EHCP but do have significant needs, some of which also link to attendance issues.
- Could do with more support staff

It was noted there is a big difference in numbers of pupils on SEN register in year 3 and year 6.  
 SXH explained year 6 has the highest number of children with an EHCP and the most complex needs however the highest level of number of need in year 6 is pupils with EAL rather than pupils with SEN. Whereas year 3 have significantly more need. It was asked if two years of home learning, in class referrals might not have happen  
 SXH felt this was not the issue as pupils on SEN register were the ones in school during Covid.

MC agreed that some pupils coming into reception now have very complex needs. The difference between processes now and five/ten years ago was outlined and it was remarked that many pupils do not have a diagnosis now and it can take 2/3 years to obtain one.  
 It was asked how many students are going through the EHCP process  
 Four about to start with three of those going into Yr3 with more pupils having joined as well. Even with help from the infants' school getting an AHD diagnosis can take up to 18 months by which time they are almost in Yr5.

It was asked if the Children Autism and Outreach team were supporting the school  
 SXH not aware they are.  
 They can support when pupils are diagnosed or if there is a suspicion of need.

**Action** SG to email contact details of the Children Autism and Outreach team to SXH

SG

## 4 Admissions Policy

MC proposed acceptance of the policy and SH seconded it.

It was commented how nice the school is looking  
 MC agreed and said it was good to get the fencing done.

There was a discussion on parking at the schools and the abuse staff are getting from parents.  
It was agreed there would be a response from both schools going out to parents.

The H&S Governor noted there was a high number of bumps recorded compared to other schools  
SXH advised pupils are just really active and it is not malicious.  
The playground surface is not great but not at the stage for replacement.  
It was felt that if no bumps were being recorded it would be more of a worry.

**5 Date of next Meeting – 8 March 2022 on site if possible**