



**MINUTES
FROM THE MEETING OF THE
HAMP LOCAL GOVERNING BODY
HELD ON WEDNESDAY 8 MARCH 2023
AT 5.00pm via TEAMS**

Actions from HAMP LGB on 8 Mar 2023

Item Reference	Action	Person Responsible	Date raised
1.4	SXH to speak to PLE about Trust staff joining LGB 's and give feedback at the next meeting.	SXH	08/03/2023
1.5	SXH and SG to plan some feedback sessions with pupils on a regular basis to build relationships.	SXH/SG	08/03/2023
	SXH and MW to arrange a SEND visit to the school. BW to forward report on safeguarding visit to FD.	SXH/MW BW	
1.6	BW will download the website checklist and completion return to FD.	BW	08/03/2023
4.0	FD to contact SR, Ops Trust Lead, to see if meetings/visits could be changed.	FD	08/03/2023

Signed.....



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Members

- | | | | |
|---|-------------------|-------|----------------|
| ✓ | Ruth Cummings | (RC) | |
| - | 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

MW not able to attend. Apologies were accepted.

1.2 Declarations of Interest

None

1.3 Minutes from the last meeting on 16 November 2022

Minutes were agreed as accurate.

1.4 Matters arising not contained elsewhere on this agenda.

Actions outstanding:

- SG to email contact details of the Children Autism and Outreach team to SXH – **Completed**

The Chair raised the LGB is low on numbers and asked if Governors could speak to their contacts and see if there was anyone who would be interested in joining the LGB.

SXH advised PLE was looking at approaching senior staff from other Trust Schools to join LGB's.

SXH

Action SXH to speak to PLE about Trust staff joining LGB 's and give feedback at the next meeting.

1.5 Student Representation

The board Trustees are looking at how this can be implemented in schools. For primaries it will be in a different format than secondary ones. This will be more on the basis of governors visiting the school and chatting to pupils, then feeding back to the LGB.

All Governors were in favour of developing this link as felt it is incredibly important to have student views.

It was noted there are currently ways of obtaining pupils feedback through surveys, visits by the Central team and the safeguarding governor who speak to the pupils and the safeguarding questionnaire that is due to shortly go out.

Action BW to forward report on safeguarding visit to FD.

BW

The Chair advised they were requested to feedback on the 3 questions:

1. There is always more that we can do.
2. There was a suggestion of talking to pupils at the Chair's next visit and having some feedback sessions booked in. Another option would be to have visitors coming into the school to listen to the children read.
3. It was felt primary level was not the right platform for student representation at meetings but Governors were keen to engage with pupils on a more informal level to ascertain their views.

It was asked if children are good at giving feedback to visitors SXH replied they were amazing at talking about their learning and what they like and don't like. RC has volunteered to take on a curriculum lead Governor role.

Action SXH and SG to plan some feedback sessions with pupils on a regular basis to build relationships.

SXH

Action SXH and MW to arrange a SEND visit to the school.

SXH

1.6 Website Check

BW has volunteered to undertake the website check.

Action – BW will download the website checklist and completion return to FD.

BW

2 CEO Reporting Requirements

2.1 Head teacher report

SXH gave highlights from the report:

Staffing

- Two candidates are to be interviewed on 10 March for Deputy Head role, both internal applicants.
- Deputy Safeguarding Officer is away ill for 6 weeks and LM leaving, raises the issue of how safeguarding will be covered for a short period of time. Therefore, it will be covered by SXH who has an up to date qualification, and CC. Support will also come from the Trust. We are fully confident this is manageable.

Numbers on roll

- Some pupils have left but we have gained others. Having had one pupil leave this week, who is moving out of area, leaves us one space in year 3.

Attendance

- Not back to pre covid levels but it is not nationally either.
- Doing everything we can to get pupils into school but there are some parents who are indifferent to sending their children to school. The Trust is also looking at this and how children can be encouraged to come to school.
- Part time timetables are closely monitored.
- Receiving multiple term time holiday requests and although this is understandable due to high costs in schools holidays, it is a concern.

Suspensions

- Thanks was given to Governors who sat on the panel in January.
- Unfortunately, both exclusions will show in this year's figures.
- The excluded student was due to be placed into a mainstream school however having spoken to the LA they have taken on board this child is not ready for this and being set up to fail.
- Working closely with students that are being suspended to see why this happening and how best to support them.
- Advantageous having two Ed Psychologists and Speech and Language Therapists in the Trust. Also looking at specialist provision but there is a lack of this in the County.

2.2 Update on Year 6

- Data is looking promising, but it relates to Jan assessments.
- We are carrying out assessments this week and they are looking positive but we have some concern for the Combined which is at 36% but we are aiming for 50%.

It was asked if the figures shown are with non attendance taken out

No we have to keep them in. We have 5 pupils who, we will be disapplying from the SAT's as they are working below a level of a year 3. However they will be counted as part of the cohort, even though they are not taking the SAT's.

It was noted that the attendance for the vulnerable groups was lower than the others and asked if any of these were linked to safeguarding concerns.
 SXH replied that some are linked to pupils on part time timetables and apart from one, are SEN.
 It was noted that the number of pupils on the SEND roll had dropped to 120, with 11 of those with an EHCP is was asked why not all pupils on SEN register had EHCPs
 SXH explained there are two more pupils we have applied for statutory assessment and a couple more we are looking at. However not all the children need an EHCP, even though they are on the register, we can meet their needs through the provision in the classroom.
 It was asked how much this was putting on staffing.
 It is a big issue, we are stretched to the limit but we do have learning mentors who are being taken away from their role and being deployed as necessary. Staff are fantastic at supporting SEN children.
 It was asked how staff morale is.
 It is good on the whole but we are looking at staff wellbeing and mental health. A well being action group has been started amongst the staff and PW, mental health lead in the school, feeds back to me and we look at what we can put in place. The last suggestion was getting together as a group more frequently, we therefore had a staff bring and share breakfast.

2.3 Update on ADP

SXH advised the plan has various colours depicting each term. It is fairly self explanatory but it is worth noting it is a work in progress document. With LM leaving shortly this will impact on some areas being pushed back.

There is a regular review of the ADP with the Chair and the Trust, where we look at where are and if any additional support is required. We are getting through this quite effectively.

It was asked if there was anything else needed/wanted on the plan.
 SXH replied we have been quite fortunate in getting most of what we need, apart from more adults and buildings that is everything at the moment.
 It was noted there had been quite an investment in the training for LM.

3 Statutory Reports

3.1 Safeguarding

- It has been raised in the report that ET's working pattern has changed and with LM leaving there will be a transition period.
- Numbers are increasing with a high number of concerns around mental health. We have had some training from

the NHS team and created a pathway for our mental health strategy for the coming year. We are also looking at what can be gained from the NHS mental health service team. They are keen to work with us and given us some additional funding.

- Mental health is a huge concern nationwide and has come from the pandemic.
- Behaviour – we have had involvement from PSO's.
- Some very serious concerns have been raised with Children's social care.
- We have put in some supervision for staff dealing with safeguarding to ensure they have someone to talk to via the Trust counselling team.

It was noticed there is a correlation between attendance, behaviour, emotional health and home issues and that it is a continuous issue.

It was noted there had been a drop in sexualised behaviour and language, is this related to the Brooks training. SXH agreed it was partly due to this but we have done a lot of work with individual children, class discussions and worked with parents.

Is County Lines still an issue as the category for gangs and youth violence is lower. Very much still ongoing and of massive concern but it is now being linked to behaviour. We have had some input from the Violent Crimes Reduction Unit and put in some mentors via the sports development programme. We are very vigilant.

It was noted there were a couple listed under homelessness which had not come up last year. Yes, unfortunately there have been some no-fault evictions. It was asked do you have signposting for parents facing this and other issues. Yes, we do. We are seeing the impact of the cost-of-living crisis on our community. There has been a huge number of requests for uniforms to the extent we do not have a lot left. We are also seeing more requests for food bank vouchers.

3.2 SEN

- When the report was created AB was not aware MW had been appointed as SEN Governor.
- New SENCo starts after Easter and is very excited to join the team. She will be working 4 days a week, which is one day more than DC. The Trust will continue with their support.
- Statutory assessments are being reviewed/requested.
- S< is coming in once a week but there may be a possibility she will be able to do more in due course.
- Year 6 EHCP transition – 5 pupils with EHCP's, two of which have been given specialist provision places and 3

have not. Very disappointed with this decision and we are supporting parents. We had parental and professional evidence that specialist provision was required for these pupils.

A parent Governor agreed it had been really hard for them to be facing this.
It was asked if parents had contacted the SEN workers.
SXH advised this was a parental decision but unfortunately some SEN workers had not been overly helpful.

- Neurodevelopmental pathway referrals overview has been updated but there is a 16 month waiting list once they have agreed to take the referral.
- SEN is huge in the school but we are doing the best we can.
- New hub teacher is in meeting and interacting with the children.

4 Policies

None

AOB

SH raised that the H&S visits have been organised for a Wednesday which is the one day she is unable to meet. In Jan a request was sent for this to be changed but no-one has been touch.

Action – FD to contact SR, Ops Trust Lead, to see if meetings/visits could be changed.

FD

Governors wished to pass on their good wishes to LM and IB in their new roles.

The headteacher and staff were thanked for all their hard work.

5 Date of next Meeting – 7 June 2023 on site