

Grindleford Primary School
Full Governing Body Meeting
Thursday 9th July 2020 6.45pm

Meeting open 6.45pm

Meeting held remotely due to the COVID-19 pandemic

2253 Present

Leonie Boulton (Head Teacher)

Helen Fulson (Co opted)

Cynthia Nettell (LA)

Carolyn Downes (Co opted)

Peter O'Brien (Co opted)

Julia Fidler (Parent)

Helen Illingworth (Parent) – joined the meeting at 7.01pm

Tim Shephard (Co opted)

Richard Petts (Staff)

Beccy Ibbotson (Clerk)

2254 Apologies

None

2255 Declaration of interest in any agenda items for this meeting

No interest declared.

2256 Minutes of the previous meeting held on 11th June 2020 and matters arising

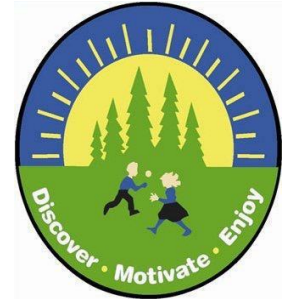
Minutes reviewed by Governors prior to meeting.

2245 (2224 2216) Declaration of interest form and Skill matrix to be completed – **Action JFi**

2245 (2224 2219 2201 2187 2168 2159) Research if there is a point when we would reach a maximum percentage of SEN and if there is a procedure that can be followed – To be taken to Strategic Briefings -**Action ongoing**

2245 (2224 2219 2201 2187 2172) A 'grab file' to be created for both the Head and Chair to be used in the event of an Ofsted visit – **Action ongoing**

2245 (2224 2219 2201 2188) TSh knew of some schools that are running a successful scheme taking music into other subject areas - TSh updated the governors that he had sent an email and is awaiting a response – no further update - **Action ongoing TSh**



2245 (2224 2219 2207) SES Evaluation – Document to be altered to read the date of the last exclusion and to say there have been no more since this date – On agenda

2245 (2224 2221) Ofsted Curriculum Plan Review -The next subject to be reviewed is Art – **Action ongoing**

2245 (2224 2225) JFi offered to do some research on language that can be used at home when discussing inclusion of children with SEN – **Action JFi**

2245 (2224 2225) Governors challenged that the feedback shows that parents are wanting more information about curriculum content in advance. It was discussed about the curriculum map being extended and an email being sent out to parents with the document linked and a website link. The HT agreed this should be actioned. **Action ongoing.**

2245 (2224 2226) It was discussed that each governor could do an informal write up about themselves and their involvement in the governing body. JFi suggested that she could start this process introducing herself – **Action JFi**

2245 (2224 2226) January Update from Chair – governors should be involved in the writing of the vision of the school. Vision is about what you want to achieve whereas ethos / values is more about the qualities you want to show in your efforts to achieve it. This was picked up in the last strategic meeting. HFu to research further – **Action HFu**

2245 (2224 2228) Safeguarding - The policy will be amended to reflect changes – on agenda

2249 JFi mentioned Accessibility training which is about 2.5 hours long. This is being offered free from Microsoft. JFi to share the link to Bib who will circulate it to the staff and governors – Actioned – emailed shared with staff

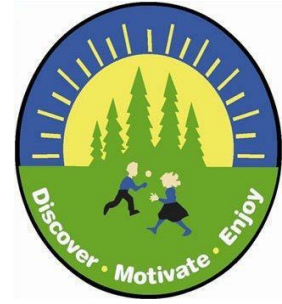
The Full Governing body accepted the minutes as a true record.

2257 Policy Review

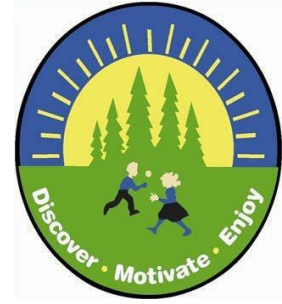
PSHCE

The document is still being worked on. Due to changes in curriculum this will be carried over to the next meeting – **Action ongoing**

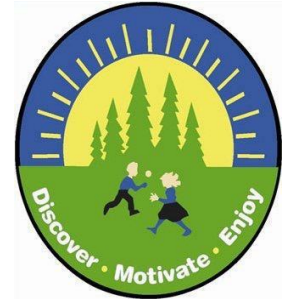
Safeguarding Portfolio



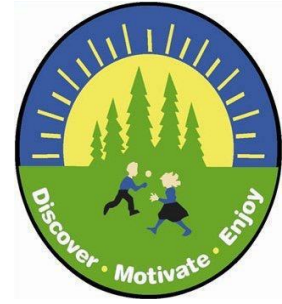
1.	DfE Keeping Children Safe in Education: Statutory Guidance Governors noted that the new version has been released for review but that does not come into force until Sept 2020 as this time the renewed policy will be in force. New version added to Safeguarding portfolio	Sept 2019 Sept 2020		No Change Policy approved
2.	DfE Keeping Children Safe in education – part 1 info for schools and college	Sept 2019		New guidance Policy approved
3.	DfE Regulated activity in relation to children	July 2018		Additional document Policy approved
4.	Working Together to Safeguard Children: An Inter-Agency Guide for Practitioners	July 2018		No Change Policy approved
5.	DfE What to do if you're worried a child is being abused	March 2015		No change Policy approved
6.	HM Govt. Information Sharing	July 2018		No change Policy approved
7.	HM Govt. Prevent Duty Guidance	April 2019		New guidance Policy approved
8.	The Prevent duty	June 2015		No change Policy approved
9. 9a. 9b.	Guidance for school gov – question list Overview of Sexting guidance Sexting in Schools and colleges – responding to incidents and safeguarding.	Jan 2017		No change Policy approved
10.	Dfe Searching, screening and confiscation	Jan 2018		Additional document Policy approved
11.	Controlling Access on School Premises DfE	Nov 2018		Additional document Policy approved
12.	DfE Elective home education	April 2019		New guidance Policy approved
13.	DfE Children Missing Education Statutory guidance for LA	Sept 2016		No change Policy approved
14.	Dfe The designated teacher for LA and previously LA children	Feb 2018		No change Policy approved
15.	DfE Sexual violence and sexual harassment between children in schools and colleges	May 2018		No change Policy approved



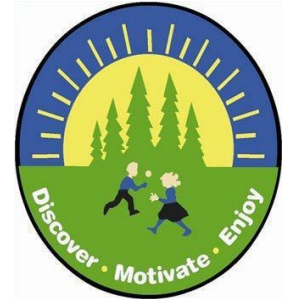
16.	Home Office Criminal Exploitation of children and vulnerable adults: County Lines	Feb 2020		New guidance Policy approved
17.	DfE Mental health and behaviour in schools	Nov 2018		No change Policy approved
18.	When to call the Police – NPCC	Feb 2020		New guidance Policy approved
19.	GPS Children Protection and Safeguarding Policy Risk Assessment for volunteers	v10 2019/2020		Updated policy Policy approved
20.	Staff Code of Conduct	Nov 2017		No change Policy approved
21. 21a.	Anti-Bullying Policy Behaviour Policy	Feb 2018		No change Policy approved
22.	DCC Peer on Peer Abuse / problematic sexually harmful behaviour	Oct 2019		New policy Policy approved
23.	Child Protection Record Report form	Feb 2020		New form Policy approved
24. 24a. 24b. 24c.	Online Safety Policy for Schools / Educational settings – published on the website as per SG audit Governors noted a line ‘insert if applicable’ that needed deleting. Teaching online safety in schools Use of the Internet and E Safety Acceptable Use of IT	June 2019 Nov 2018		New policy Policy approved with alteration. New policy No change No change Policies approved
25. 25a.	DA – notifications flowchart Protocol Domestic Abuse Notifications	Jan 2020 Feb 2020		New flowchart Updated notification Policy approved
26. 26a.	Derbyshire staff / safeguarding procedures DCC LADO flow chart and referral form – displayed in the staff room as per SG audit	2019		New procedure Policy approved
27.	Whistle blowing – displayed in the staff room as per SG audit	Dec 2016		No change Policy approved
28.	Safer working practice for adults who work with children and young people	May 2019		Additional guidance Policy approved
29.	DDSCP Dispute resolution and escalation policy	Nov 2019		No change Policy approved
30.	Derbyshire Dissent form	Jan 2019		No change Policy approved
31.	DDSCP Threshold document	Dec 2019		Updated document Policy approved



32.	Equal Opportunities / Diversity policy	V1 Apr 2017		No change Policy approved
33.	DCC Extremism and Radicalisation policy	Jan 2017		No change Policy approved
34.	DCC Records Retention Periods for school guidance	May 2020		Updated Policy approved
35.	DCC Record keeping guidance for schools and colleges	Oct 2019 V3		New guidance Policy approved
36.	DCC External Speakers and contributors policy	May 2020		Updated Policy approved
37.	Policy guidance for positive behaviour support (inc physical interventions)	April 2016		No change Policy approved
38.	DCC Children Missing Education Policy	Jan 2019		No change Policy approved
39.	DCC Private Fostering Policy – uploaded onto the website as per SG audit	Sept 2017		No change Policy approved
40.	DCC Separated Parents Policy Governors questioned the wording - In the case of step-parents, in agreement with the child's mother (and other parent if that person also has parental responsibility for the child Governors stated that surely there could be cases where the child's mother does not have parental responsibility, in this situation wouldn't the consent of the father be enough? Wording to be changed to 'in agreement with the child's main parent'	Jan 2017		No Change Policy approved with alteration.
41.	Complaints procedure for external complaints about the action of school staff	March 2017		No change Policy approved
42.	Drug Incident Management Policy			No Change Policy approved
43.	Health and Safety Policy	June 2019		No change Policy approved
44. 44a.	Policy / statement on lockdown Run, hide, tell (counter terrorism)			New guidance New guidance Policies approved
45.	Police Prevent Referral form			Approved
46.	DCC Administrating Medicines	April 2013		No change Policy approved



47.	Intimate and personal care policy	Oct 2016		No change Policy approved
48.	<p>School Sex and Relationships Policy Governors questioned if this needed to be updated to the latest version July 2019.</p> <p>According to the latest DfES guidance SRE is: ‘...lifelong learning about physical, moral and emotional development. It is about the understanding of the importance of marriage for family life, stable and loving relationships, respect, love and care. It is also about the teaching of sex, sexuality and sexual health. It is not about the promotion of sexual orientation or sexual activity’. DfES ‘Sex and Relationship Guidance’, 2000.</p> <p>The whole of the curriculum for subject area is being altered. Mrs Bacon attended a zoom course yesterday regarding the updates. A new template policy is to be issued before September 2020 which we will adopt and bring to governors for approval.</p>			<p>No change</p> <p>Update from Mrs Bacon 080720 – course was called RSHE - Relationships, sex and health education. At the moment I can't get into the shared google dropbox they have sent and so have requested permission which should then enable access to policy help/ideas to tweak. This subject now covers a wide range of topics and there is a DfE 50 page document with statutory guidance for governing bodies, proprietors, head teachers, principals, senior leadership teams, teachers that I have printed off yesterday to peruse. They have titled it RSE and Health Education.</p> <p>Action on going</p>
49.	CRE – Child at Risk of exploitation	May 2019		Updated Policy approved
50.	CRE – Operation Liberty report form	May 2019		Policy approved
51.	DSCB guidance on Self harm and suicide	Nov 2015		No change Policy approved
52.	DCC Guidance young carers			Policy approved
53.	Separated Parents Policy	Jan 2017		No change Policy approved
54.	Single Central Register	June 2020		Updated Reviewed and approved
55.	<p>Child Friendly Complaints Policy Replace typing error with GPS name on page 2 Governors suggested replacing the word ‘policy’ with ‘guide’ in the content. To</p>	July 2020		<p>New policy</p> <p>Policy approved with these alterations.</p>



	<p>make it easier for the children to understand. This was agreed.</p> <p>A slight change in the order of the list in section 2 was suggested so that it read better. Agreed.</p> <p>Governors questioned if 'section 3 – meeting with a governor' sounded a bit scary and off putting.</p> <p>It was confirmed that this does need to be included as it is the next process in the complaints procedure. This policy has got to be factual. It was agreed that this is quite far into the process and hopefully a resolution would have been reached before this stage.</p>			
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Hll joined the meeting at 7.01pm.

The Safeguarding Portfolio was unanimously agreed and approved.

56. Keeping Safe at GPS – Children leaflet

The leaflets were made available to the Governors prior to the meeting.

Governors highlighted a formatting error but all is fine on the master file. The governors were informed that the children were involved in giving feedback and suggestions on the leaflet.

Leaflet was unanimously approved.

57. Anti-bullying – Children leaflet

The leaflets were made available to the Governors prior to the meeting.

Governors highlighted that the leaflet is the same as the safeguarding booklet, but without a title. It was questioned if both were needed.

It was confirmed that the S175 Audit requires that you have both leaflets as part of the safeguarding portfolio and available to children.

Governors questioned if an Anti-Bullying title should be added.

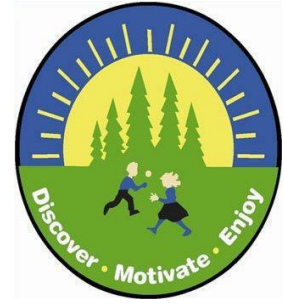
It was agreed that one could be added. It was felt that it should not be labelled with a bullying title. Governors suggested a title of 'Asking for Help' this was unanimously agreed.

Leaflet was unanimously approved with the addition of this title.

EYFS Safeguarding and Welfare Audit

The audit document was made available to the Governors prior to the meeting.

A typing error was noted by the governors this was rectified.



No other comments were made.

The audit was agreed and unanimously approved.

Section 175 School Safeguarding Audit

The audit document was made available to the Governors prior to the meeting.

The governors challenged if the following statement this was for all governors, or just the safeguarding governor? That all staff including governors, volunteers & non-teaching staff employed by the school undertake annual safeguarding training

It was confirmed that this is for all governors and part of the action plan is to complete Safeguarding Training by Spring 3 2021.

Governors question what the “tracking in and transferring out system’ in the Action plan referred to.

It was confirmed that this refers to the school having a system of tracking transfer in and transfer out of child protection records which is maintained & audited (as per the DCC Child Protection Record Keeping Guidance for Schools -Transfer, Storage & Retention). Currently it is hand to hand to the next school DSL but this needs to be written up and formalised.

Governors questioned who concerns would be raised to. LBo confirmed that all concerns would go to her in the first place and then referred to Debbie Peacock who is the LA Safeguarding lead. A discussion was had that the key was that all governors and staff knew where the information was, if ever needed.

The audit was reviewed and unanimously approved.

2258 Finance Review

The SAP report was made available to the governors prior to the meeting. Detailing the spend in the GL codes to date.

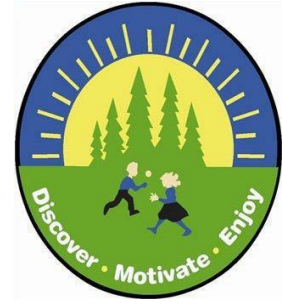
Governors commented that the Finance Report is difficult to understand.

It was agreed that it isn't the best format. Audit require Governors to review the finances six times a year. We have four reports annually from the patch officer and this is the report recommended to use on the other two occasions.

A discussion was had and the finances were reviewed by the governors.

2259 Review Governing Body Membership

POb co-opted term of office expires on the 11th July 2020. POB confirm that he would like to be considered for a further term by email on 27th June 2020. The governors acknowledged the wealth of experience and local knowledge he has brought to the board. The governors voted by email prior to the meeting.



The governors voted and there was a majority vote for POb to continue in the role for a further term.

POb expressed his thanks for the positive vote and was looking forward to working with the board for another term.

A discussion was had about the possibility of moving the days of the meetings to another day rather than Thursday.

2260 Head Teacher Report

LBo ran through the head teacher report and the plan for the full return of the school in September.

The governors questioned if the tents are essential for the plan in September. It was confirmed that they are not essential just a nice extra space that can be used.

Governors questioned the movement of the Y2 on an EHCP. LBo confirmed that the move didn't have to go to appeal. Sheffield have confirmed a space from September.

Governors questioned the idea about a new teaching space being erected in the playground, a wooden type structure with electric etc. It was thought that the strong outdoor learning environment would be important as a unique selling point. It was considered a good idea but something that be a long term goal.

The Governors suggested looking at purchasing the barn that is alongside the school which belongs to The Sir William. LBo explained that we had looked into this but DCC did say that it was very unlikely that they would purchase the site. A price would be needed before they would investigate further and The Sir William have yet to provide one.

The governors queried the large drop in pupil numbers from 69 to 59. It was explained that this was due to our current Year 6 being a large year group. It was confirmed a publicity drive is being developed as per the previous meeting.

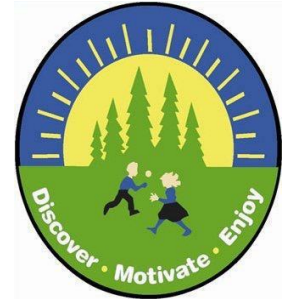
LBo confirmed that the interviews for the new Catering member of staff has been set for 8th September 2020.

The governors bought up the area behind the kitchen and that it is looking a tab untidy. Suggested setting up a work party to tidy the area up – **Action ongoing.**

POb left the meeting at 7.30pm.

The governors passed their thanks onto the all the staff and LBo for all they have done over the past few terms. It was agreed that the communication sent to parents has set a very good tone and contained a great deal of information.

2261 SES Evaluation



Action - ongoing

2262 SIP Evaluation

This was covered in the Head Teachers report. The outstanding Safeguarding items have been completed as part of the Safeguarding Portfolio and Audits.

2263 Tracking target summary / SEND

No targetting information available due to current situation.

2264 Parents survey and Staff wellbeing survey

This will be revisited in the new year. A new survey may need to be sent out to parents a restart this process.

2265 Training update / Governors Visits

No training recorded.

Governors have been very supportive through email but no visits due to the current situation.

2266 Safeguarding Update

This has been covered within the Head Teacher report and the Safeguarding portfolio policy review.

2267 What have we done for the children of Grindleford School at this meeting?

Reviewed and agreed the Safeguarding portfolio and Audits for the school

Discussed the return of all children into school and agreed a plan for next year.

Introduced a Child complaint policy and child friendly leaflets

Listened to the children voices

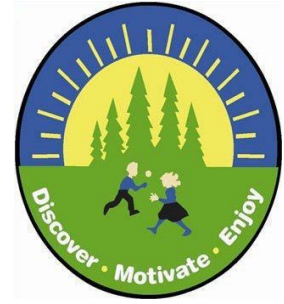
Reviewed the finances.

Reconfirmed the continuation of the governing body.

2268 Date of the next meeting

A discussion was had about the meetings moving forward. It was suggested that we have a mix of virtual and meetings in school. It was requested that the virtual meetings be moved away from a Thursday. Blb to review the schedule and email governors with suggested dates – **Action Blb**

Governors asked how the teachers plan to move forward in September. LBo confirmed that we are waiting for the complete guidance. She is considering continuing with the broader and balanced curriculum rather than just the heavy focus on just Math and English. This will be reviewed following the guidance being published.



Governors asked if there was any further information on the grant that the Government announced regarding catch up funding. No guidance / formula of how the funds will be divided has been provided to date. DCC have advised to wait before any expenditure is made. Any Summer catch up sessions need to be paid for out of school's budget.

Governors asked if there would be any value in them connecting with the staff to express their thanks. LBo confirmed that a letter of thanks to the staff would certainly be appreciated.

LBo expressed her thanks to the governing body as they have been incredibly supportive.

HFu suggested the governors put together a virtual card. All the governors can write a message and it can be taken into school

Meeting closed at 7.51pm

Chair.....

Date.....