

Grindleford Primary School
Full Governing Body Meeting
Thursday 9th June 2022 6.45pm

Meeting open 6.45pm

2467 Present

Leonie Boulton (Head Teacher)
Neil Roden (Co opted)
Laura Gascoyne (Parent)
Cythnia Nettell (LA Governor)
Elizabeth Coe (co opted)
Carolyn Downes (Co opted)
Vicky Amos (Parent)
Holly Moore (Staff)
Beccy Ibbotson (Clerk)

2468 Apologies

Peter O'Brien (Co opted) - work commitments
Christine Poulson (Associate) - health problems

NRo informed the governors that CPo has asked to be removed from active duties of the board for the foreseeable future. This is due to health problems and treatments that are needed. The governing body sent CPo their regards and wished her a speedy recovery. She would be welcomed back onto the board as an Associate Governor once she was fully recovered.

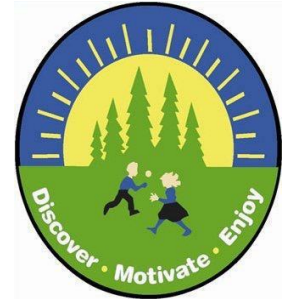
2469 Declaration of interest in any agenda items for this meeting

No interests were declared in the agenda.

2470 Minutes of the previous meeting held on 28th April 2022 and matters arising

2457 / 2443 / 2429 POb mentioned renewing our banner outside. It is looking a little worse for wear. All agreed to this action. The proof has been accessed and we are waiting for permissions from parents to use a photo - **Action ongoing**

2457 / 2446 HT confirmed the the pupil surveys should have gone out this will be done as soon as possible - **Action ongoing**



2458 POB to arrange to come into school to review Maths in the school alongside HMo - POB and HMo have spoken and are in the process of setting a date - **Action POB / HMo**

2458 Blb to arrange for carpet work to be completed - The order has been placed and we are waiting for a date for installation - Actioned

2458 Blb to arrange for air conditioning unit work to be completed - The order has been placed and we are waiting for a date for installation - Actioned

2458 Adjustment form to be processed for HMo - Actioned

2458 Annex 1 and 5 documents to be signed by the Chair and submitted to the patch officer - Actioned

2458 Budget to be uploaded onto the SAP system - Actioned

2461 It was discussed that an advert could be place in the magazine at Totley to target in year transfers - **Action ongoing**

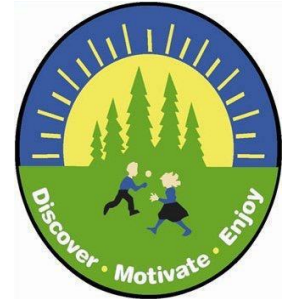
The Full Governing body accepted the minutes as a true record.

2471 Policy Review

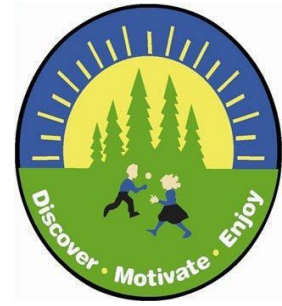
Safeguarding Portfolio

The policies were circulated to the governors prior to the meeting.

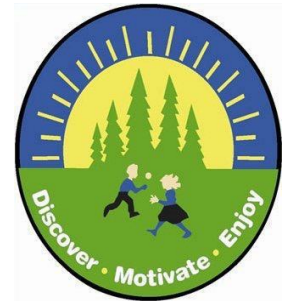
No.	Title:	Updated:	Reviewed by Govs:	Notes:
1.	DfE Keeping Children Safe in Education: Statutory Guidance (2021)	2021		Update January 2021
2.	DfE Keeping Children Safe in education – part 1 info for schools and college (2021)	Sept 2021		
3.	DfE Regulated activity in relation to children : scope	July 2018		No change
4.	Working Together to Safeguard Children: An Inter-Agency Guide for Practitioners	July 2018		No change



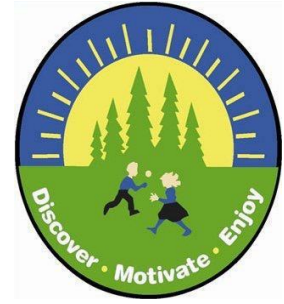
5.	DfE What to do if you're worried a child is being abused	March 2015		No change
6.	HM Govt. Information Sharing	July 2018		No change
7.	HM Govt. Prevent Duty Guidance	April 2019		No change
8.	The Prevent duty	June 2015		No change
9.	Sharing nudes and semi nudes: how to respond to an incident	Dec 2020		No change
9a.	Sharing nudes and semi nudes: advice for education settings working with children and young people			
9b.	Sharing nudes and semi nudes: how to respond to an incident			
9c.	Sharing nudes and semi nudes: advice for education settings working with children and young people			
10.	Dfe Searching, screening and confiscation	Jan 2018		No change
11.	Controlling Access on School Premises DfE	Nov 2018		No change
12.	DfE Elective home education	April 2019		No change
13.	DfE Children Missing Education Statutory guidance for LA	Sept 2016		No change
14.	Dfe The designated teacher for LA and previously LA children	Feb 2018		No change
15.	DfE Sexual violence and sexual harassment between children in schools and colleges	Sept 2021		Updated
16.	Home Office Criminal Exploitation of children and vulnerable adults: County Lines	Feb 2020		No change
17.	DfE Mental health and behaviour in schools	Nov 2018		No change
18.	When to call the Police – NPCC	Feb 2020		No change
19	GPS Children Protection and Safeguarding Policy	V12 2020/2021		Updated policy for this year No change
19.	GPS Children Protection and Safeguarding Policy			
19a.	Risk Assessment for volunteers			



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20.	Staff Code of Conduct	Nov 2017		No change
21. 21a.	Anti-Bullying Policy Behaviour Policy	Feb 2018		No change
22.	DCC Peer on Peer Abuse / problematic sexually harmful behaviour	March 2021 V3		No change
23.	Child Protection Record Report form	Sept 2020		No change
24. 24a. 24b. 24c.	Online Safety Policy for Schools / Educational settings Teaching online safety in schools Use of the Internet and E Safety Acceptable Use of IT	Oct 2020 July 2019 Nov 2018		Updated policy No change No change No change
25. 25a 25c. .	DA – notifications flowchart Protocol Domestic Abuse Notifications Derbyshire domestic Abuse Support Services	Jan 2020 Feb 2020		No change
26. 26a 26b.	Allegations against staff, carers and volunteers DCC LADO flow chart and referral form Allegations against staff, volunteers & carers referral	Sept 2020 Dec 2019 Sept 2020		New procedure New form New form
27.	Whistle blowing	Dec 2016		No change
28 28a 28b. 28c.	Safer working practice for adults who work with children and young people Safer recruitment flowchart Guidance for safer working practice for those people working with children and young people in education settings Policy for volunteers / frequent visitors	May 2019 Nov 2019 April 2020 May 2022		No change No change New policy
29.	DDSCP Dispute resolution and escalation policy	Nov 2019		No change
30.	Derbyshire Dissent form	2020		No change
31.	DDSCP Threshold document	Dec 2019		No change
32. 32a.	Equal Opportunities / Diversity policy/ British Values statement	V1 Apr 2017 2010		No change



	The Equality Act 2010: specific duties for schools			
33.	DCC Extremism and Radicalisation policy	March 2022		Updated policy
34.	DCC Records Retention Periods for school guidance	May 2020		No change
35.	DCC Record keeping guidance for schools and colleges	Oct 2020 V4		No change
36.	DCC External Speakers and contributors policy	May 2020		No change
37.	Policy guidance for positive behaviour support (inc physical interventions)	Jun 2019		New policy
38.	DCC Children Missing Education Policy	Dec 2021		Updated policy
39.	DCC Private Fostering Policy	April 2021		No change
40.	DCC Separated Parents Policy	April 2021		No change
41.	Complaints procedure for external complaints about the action of school staff	Dec 2021		Updated policy
42.	Drug Education and responding to drug and alcohol related incidents	July 2020		No change
43.	Health and Safety Policy	June 2019		No change
44. 44a.	Policy / statement on lockdown Run, hide, tell (counter terrorism)			No change
45.	Police Prevent Referral form	V2.4		No change
46.	DCC Adminstrating Medicines	April 2013		No change
47.	Intimate and personal care policy	Feb 2020		New policy
48.	Relationship and sex education policy	Oct 2020		No change - approved by FG Oct 2020
49.	CRE – Child at Risk of exploitation risk assessment toolkit	Oct 2020		Updated
50.	CRE – Operation Liberty report form	Sept 202		No change
51.	Derbyshire Neglect strategy	March 2019		No change



52.	DSCB guidance on self harm and suicide	Sept 2020		No change
53.	DCC Guidance young carers	Jan 2017		No change
54.	Single Central Register	May 2022		Updated
55.	Child Friendly Complaints Policy	July 2020		No change
56.	Anti –bullying Child Leaflet	July 2020		No change
57.	Keeping Children Safe at Grindleford PS – Child leaflet	July 2020		No change

A governor questioned why the new law regarding coercion and control was not featured on Page 79 KCISE policy.

HT confirmed that this is a Government policy and we are unable to alter this but she noted that it shows that the governors are knowledgeable in this field and have actively read and reviewed the documents.

A governor commented that with a portfolio, which is in excess of 680 pages, it is unrealistic for anyone to absorb all the information. It is an unwieldy amount of information. It would take a skilled person to condense the information into a manageable format.

HT answered that it is a huge amount of information and it was not feasible for anyone to have detailed knowledge of all the policies and documents featured in the portfolio. She informed the governors that there is a set list of items that we have to include in the portfolio. It is important that in the event of any issue that staff and governors would know where they could access the information for guidance.

The safeguarding portfolio incorporating all the policies and documents was unanimously agreed by all governors.

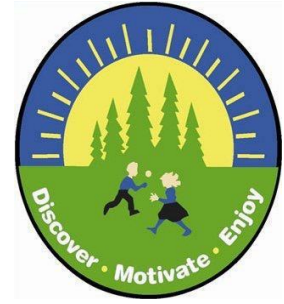
2472 Finance overview

The finance overview document was made available to the governors prior to the meeting.

The document was reviewed.

No comments were made.

2473 Staff Overview



The HT supplied a staff overview document to the governors for review and agreement. The document was discussed

1. Reception TA - a discussion was held on the roles that are performed and the responsibilities that the role includes. [REDACTED]

Action B1b to complete the adjustment form

[REDACTED]

Action B1b to complete the adjustment form

3. 2 x general TA on Grade 5, 15 hours.
The appointment of these roles were discussed and approved on the 17th March by the full governing body. HT requested permission to advertise one of the roles internally.

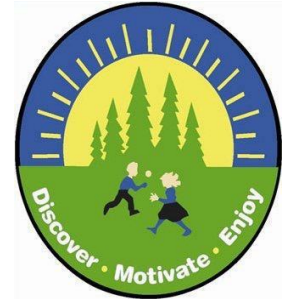
The governors voted and unanimously approved the recruitment of these two positions and approved the request to advertise internally.

Action HT to advertise the two positions

4. HT explained that one of our current Reception children has been awarded a GRIP. We have been paying a supply TA to support the child whilst the paperwork was being processed. HT asked if this post could be advertised internally initially to give our current TA's and Supply TA a chance to apply.
The governors voted and unanimously approved the recruitment and approved the request to advertise internally.

Action HT to advertise the position

5. HT put the ASC and BC proposal to the governors and asked for their thoughts. A governor commented that Tim Dutton had said that these types of activities would need to be discussed with the new HT. A governor expressed that they were hesitant to spend the money due to there being good alternative provision in the



area. HT explained that there is no transport between these provisions and Grindleford Primary School so parents are unable to use these provisions.

A governor commented that they felt a decision couldn't wait until September due to parents needing to know where they stand.

A discussion was had regarding the provision and how much it is used by current parents. It was discussed that it is needed to draw in new pupils. Governors discussed that the provision needed to continue for at least the first term of the new academic year until a HT is in place.

HT informed the governors that Eyam Primary School has a BC and ASC.

Governors asked if anyone internally had expressed an interest. HT replied that she had not put this to staff until the governors had agreed to the role.

Governors discussed that they felt that the provision should continue.



HMo commented that she is happy to do one night a week but felt doing more than one night on a regular basis is hard.

The governors voted and unanimously agreed to employing a candidate to cover the 5 hours of breakfast club at Grade 5. This should be offered internally to existing TA's in the first instance before advertising externally.

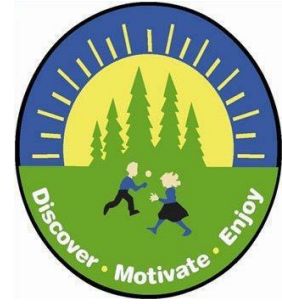
Action HT to advertise the position

The governors voted and unanimously agreed to employing a candidate to cover the 11 hours of ASC on Grade 5. This should be offered internally to existing TA's in the first instance before advertising externally. The second person needed for ASC would be covered by teachers and existing TA's.

Action HT to advertise the position

2474 Head Teacher Report

Due to time constraints this had not been completed - to be added to the next meeting agenda - **Action B1b / HT**



2475 SIP Evaluation

Due to time constraints this had not been completed - to be added to the next meeting agenda - **Action Blb / HT**

2476 Training update / Governors Visits

LGa attended on Monday mornings to listen to Class 1 readers

CNe visited to completed H&S review - 3/5/22

NRo and CNe visited to talk to staff re HT appointment - 3/5/22

NRo attended Y6 SATs 9/5/22

CNe attended Y6 SATs 10/5/22

LGa attended Y6 SATs 11/5/22

LGa attended Y6 SATs 12/5/22

LGa completed the Safer Recruitment training on 24/5/22

CNe & ECo visiting school to complete a Literary scrutiny on 16/6/22

NRo & CNe completing the Safer Recruitment training on 20/6/22

NRo, CD0, LGa, VAm and ECo completing Governor GDPR training 22/6/22

POb completing the Safer Recruitment training on 20/7/22

2477 Safeguarding Update

VMo phoned on the 19th May 2022 and did a spot check of the SCR with Blb.

Line 7 was checked on the employee tab and line 11 was checked on the visitors tab. All details were correct.

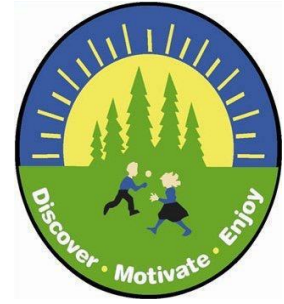
Blb explained to VAm that on the visitor tab some of the DBS checks were due. The DBS's are on the update service but Blb was unable to gain access to the service. Blb has emailed the DBS team at DCC for advice.

Blb gave the governors an update following a response from the DBS team. They have provided a form that needs to be completed with any update service DBS and they will complete the check and forward the information onto school - **Action Blb**

HT confirmed that the number of families accessing help has reduced to one family. The one family accessing help is due to a need for respite and family support.

No other safeguarding considerations for the governors at this meeting.

2478 Headteacher Recruitment Update



NRo updated the governors on the latest developments.

The letter to be sent out to the cluster heads regarding forming a collaboration went out to the governors for review and following the feedback a few changes had been made. NRo plans for the letter to be circulated tomorrow or Monday at the latest.

NRo would like to meet with staff at school to update them on the situation. He suggested either Monday or Tuesday (due to Class 3 being on a residential trip from Wednesday). HT confirmed that Monday 13th June would be suitable at 3.30pm.

NRo informed the governors that a meeting was arranged with Georgina to prepare the job advert / job description on Wednesday afternoon. NRo confirmed that CDo, CNe and himself would form the interview panel. They have a virtual meeting with Georgina from DCC HR at 2pm on Wednesday 15th June 2022. The advert needs to include two dates for interviews in September. HT suggested Tuesday / Wednesday or Wednesday / Thursday. A discussion was had regarding using the ICT Suite / Music Room for part of the interview or hiring a room at the Pavillion, Sir William or The Maynard.

NRo informed the governors that he intends to send a letter to update parents and carers before the end of next week.

2479 What have we done for the children of Grindleford School at this meeting?

Agreed a detailed and robust safeguarding portfolio

Discussed and agreed staff recruitment and changes in roles and pay grades to ensure excellent TA cover

Ensured the continuity of the breakfast club and after school club provision

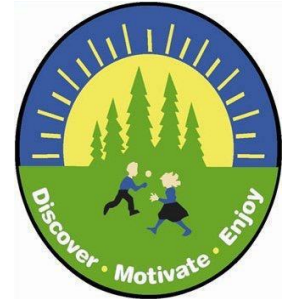
Ensured the SCR is updated and correct

Progressed the new Head Teacher recruitment process



Governors asked how long a person can be on long term sickness.

HT confirmed that the policy had recently been reviewed and the policy is being followed in consultation with HR and we are currently on step 1.



2480 Date of the next meeting

14th July 2022 to be held at CNe house.

Meeting closed at 8.06pm

Chair Neil Roden

Date 9th June 2022