

Minutes of the Meeting of Saltaire Primary School

Full Governing Body meeting

Held on Tuesday 1st February 2022

The meeting commenced at 7.00pm.

Present: Oliver Bentley (OB), Christian Bunting (CB - Chair), Christopher Evans (CE – Deputy Headteacher), Nancy Grady (NG), Jody Harris (JH), Naomi Hodgson (NH- Vice-Chair), John Kirkham (JK), Simon McDonagh (SM), Vijay Patel (VP), Dianne Richardson (DR), Anna Watson (AW), Robert Whitehead (RW – Headteacher).

In Attendance: Celine Moriarty (Clerk) and Tracey Liddle (TL – SENCo).

Welcome to the meeting

The Chair opened the meeting and welcomed all.

Action

33/21 Apologies for absence and their acceptance

Apologies were received and accepted for Emma Collingwood (EC), Marie Lamont (ML), Helen Tate (HT).

34/21 Notice of Any Other Business and requests for agenda variations

Staffing matter – recruitment.

35/21 Declarations of interest for items on the agenda

There were none.

36/21 Approval of the Minutes of the previous meeting held on 15th November 2021, *previously circulated*

Governors approved the minutes of the FGB meeting of 15th November 2021 as a true and accurate record of the meeting.

37/21 Matters arising from the previous minutes

18/21: Clerk to check for any missing declaration of pecuniary interest forms.

30/21: A Google form for the governor visioning day was sent out to governors the previous day.

Clerk

38/21 Chair's Action and Correspondence

Commissioner's report on LA Children's Services:

CB talked of the recent news of the commissioner's report on Children's Services causing concern, with the decision for a trust to run the service on behalf of the LA. Bradford schools have been aware of the issues concerning the service rated as inadequate at the last Ofsted inspection.

Q: What are the implications of a change?

RW replied that historically action had been taken in safeguarding matters but that it was difficult to judge what the future will look like at this stage.

A governor expressed concern at the impact this may have on council staff who may leave the service, resulting in a lack of capacity. Schools will become a social care service to cover the needs in safeguarding.

Signed by the Chair:

Date:

TL explained that schools were already robustly monitoring the areas which were not met by the LA and had to take over some tasks due to the lack of available support from social care.

39/21 SEND & Child Looked After information

- SEND information report and policy, previously circulated

SEND information report:

The school has 47 children on the SEND register. Schools have moved away from classifying pupils in ranges and now class them as in Quality First Teaching provision or requiring additional or different provision. 15 pupils are also eligible for Pupil Premium (PP) (32%.) 11 (23%) of the pupils have an Education, Health and Care Plan (EHCP) and 3 pupils have an EHCP application in process (one of which was confirmed on the day of the meeting).

Progress (autumn 2020 to autumn 2021):

Considering the disruptions to learning caused by covid restrictions, it is pleasing to see some progress was made and some SEND children have achieved expected standard and better. One major concern is for the Year 1 pupils, who missed a large section of learning in the foundation stage.

Many pupils with SEND are working at their year group's level and their progress will be tracked in smaller steps. The pupils who are not making progress will be referred to a specialist teaching service if they are still not making progress next term.

Strengths:

- The inclusion team now includes two Family Support Workers (FSW) and a SEND Learning Support Assistant (LSA). One FSW also does some administrative work in the office and the other FSW acts as a learning mentor and is skilled with families and parents.
- A small number of pupils attend the nurture group at lunchtime and there is also a nurture group in the afternoon.
- The Chrome Books (Assistive Technology) with Clicker, Touch-typing, IDL have been a good support for the pupils.
- Inclusion with the pupils in class and outside at playtime has improved.
- The support from the SCIL Teaching Team service is very helpful and the SEND team and speech and language service team are supportive.
- The staff have started using BSquared small steps to assess, plan and monitor smaller progress.
- Targeted/specific interventions-Pixl therapies, Tutoring, Precision Teaching, Talkabout.

Challenges:

- Covid has impacted staff attendance since September, which affects the consistency of approach for the pupils. There are also Social, Emotional, Mental Health (SEMH) needs, family breakdowns, difficulties accessing services with long waiting lists.
- Technology has been helpful, with some issues at the start with Chrome books.

Signed by the Chair:

Date:

- Paperwork and referrals last year did not meet the pupils' needs.

Q: How do you do the assessment for EHCPs?

TL replied that the LA sends educational psychologists to assess for EHCPs.

- TL reduced her working week to 4 days and does support work at a school in Leeds.
- Maintaining positive relations with all parents/carers and meeting demands.
RW added that covid restrictions had an impact on communication with parents and created more challenges for them who, since the re-opening last year, have needed increasing support.
- Arrival of additional high need children.
- Dynamics of some classes with a higher level of pupils with SEND.

Next steps:

- Develop The Hub provision, lunchtime timetable for the provision, develop the sensory room.
- Ensure identified children make better progress, with different types of assessment.
- Move to Arbor to support the use of Provision Maps.
- Monitor provision- observations, training refreshers, pupil questionnaires, Walkthrus.
- Apply for EHCPs for 4 more pupils urgently and TL to attend EHCP Panels.
- Develop Pupil Profiles for children with SEND Support or an EHCP, in order to have a pen portrait of the pupils to aid the support of specific pupils.
- One pupil to successfully transition to SPS, and one pupil to attend full-time (currently on a part-time timetable).
- A new pupil may start after an exclusion from the previous school and following a gap of several months without school.

A governor pointed out that SPS has a high proportion of pupils with an EHCP compared to local schools and that three have an application in progress, with another 4 EHCPs to come.

TL replied that in September the school had 13 pupils with an EHCP, but three left the school. Potentially another 7 will be added, but one pupil may not be able to stay in a mainstream setting due to the level of needs identified.

Q: Are there children not attending school because of anxiety issues or for another reason?

TL replied that there are none and that families want their children back at school.

Q: What do you see as your main barrier in providing the support for SEND? Money, resources, the LA?

TL replied that to improve the situation she would need a combination of higher levels of staffing and better access to external services.

Signed by the Chair:

Date:

Q: With the high number of EHCPs, does the school have administrative support? Does the SENCo have the opportunity of working with other SENCOS?

TL replied that she had met other SENCOS pre-covid restrictions and that a major barrier is the paperwork involved.

Q: Has the school considered having a resourced provision?

RW replied that the school has not yet explored this.

Q: With the LA in support measures, would it be a good idea to go for academy status?

RW replied that the SENCo and leadership are very aware of current vulnerabilities within Bradford and act in the best interest of the children in the school, and their safety.

SEND policy:

Governors approved the SEND policy.

- Designated Teacher for CLA previously CLA policy, tabled

It was agreed to review this policy at the next meeting to give governors time to read the policy.

TL reported that the school only has three pupils classed as CLA.

TL left the meeting at 8.10pm.

Agenda
item

40/21 Committee reports

- 1) Curriculum & Standards – 21st January, *previously circulated*

Governors queried when the governor visit schedule until the next committee meeting on 1st July.

RW replied that the plan is for three meetings with governors in the meantime.

- 2) Finance, Premises & Staffing – 12th January, *previously circulated*

Governors had no queries.

41/21 Bradford Safeguarding Audit and Action plan, tabled

The annual safeguarding audit was shared, rag-rated, with amber areas informing an action plan. No major areas requiring action were highlighted by the audit and none were classed as red.

A governor pointed out that schools also have safeguarding responsibilities for vulnerable parents.

RW explained that the primary concern is the children but the school supports the entire family if they are deemed vulnerable.

A governor recommended contracting an external safeguarding audit and resorting to voluntary sector organisations to work with children.

The school is forming links with other local maintained schools to support and protect each other, in a group named Orion.

Signed by the Chair:

Date:

42/21 Governor safeguarding training

The school has a subscription for training for staff and governors with SSS. Recommended training courses for governors are Online Safety training and Keeping Children Safe in Education (KPCSIE). A governor suggested Peer-on-peer harassment training - Sexual Violence, Abuse and Harassment training would also be recommended for governors.

43/21 Policy Review, previously circulated1) Governor visits policy (deferred from November)

Governors are assigned to a particular year group and the C&S committee members will visit each phase.

2) EYFS Policy

This policy was discussed at the C&S committee meeting.
NG is the interim EYFS lead until Easter.

3) RSE Policy (approved by C&S committee)

This policy went through a consultation with parents when originally implemented. Governors raised impact of poor mental health on relationships and some discussions on LGBTQ+. No changes were made to this version of the policy.

4) Online Safety Policy

This policy does not require approval by governors.

5) ECT Induction Policy

The school has two ECTs in their second year and one in their first year. This policy contains revised statutory guidance from September 2021. The programme is structured with coaching sessions and observations on a weekly basis over two years.

6) Children with health needs who cannot attend school

A minor amendment was made with regards to referrals via the Skills4Bradford's website.

Governors approved the policies listed above.

44/21 Governor visits and training

VP is doing the introduction to governance training.

45/21 Governor Visioning Day

Governors to respond to the Google form.

46/21 Any other Business referred from item 34/21 above

OB put forward the option of inviting another member to the governing body. Since no vacancies are available, this person could join as an associate member. This parent works in a charity organisation and could bring expertise in fundraising to the governing body.

All gov.

Signed by the Chair: Date:

Another proposal was to introduce a named governor for diversity and inclusion. Governors suggested that there are other ways than being a governor for the community with skills and expertise to support the school, such as through specific working parties, or at the governor visioning day. RW added that the curriculum represents strongly the diversity of the community.

It was agreed for more information to be provided for the new named governor role at the next meeting.

School Therapy Dog policy, tabled

The school has a dog specifically trained to work with adults and children for purposes of therapy and wellbeing. This dog can help encourage attendance, good behaviour and engagement with school.

School uniform:

RW presented a new version of uniform with the new logo (train) to be introduced with a flexible approach from September 2022. Children will be able to continue to wear the current uniform when the new uniform is introduced.

Q: Will its cost be higher?

RW replied that the new uniform should not cost more and the school helps families on low income with uniform costs.

A governor informed all of a uniform bank opening in Shipley's underground market.

NG left the meeting at 9.20pm.

Confidential staffing item

The discussion is reflected in a separate confidential minute.

47/21 Date of Next Meeting: Monday 28th March 2022 @ 7.00pm

As there were no further items, the Chair thanked everyone for their attendance and the meeting closed at 9.25pm.

Action

OB

Signed by the Chair: Date: