

I certify that these minutes are a true and accurate record of the Governing Board Meeting held on Thursday 30th January 2020 at 4.00pm

Signed.....Chair/Vice-Chair Date.....



Minutes of the Meeting of the Full Governing Board of Barton Primary School
Held at the school on Thursday 30th January 2020

Barton Primary School

Governors Present

Mrs U Hutchinson (UH)	LA Governor, Chair
Cllr M Price (MP)	Co-opted, Vice Chair
Mr T Jefferies (TJ)	Parent
Mrs N Smy (NS)	Parent
Mrs V Bird (VB)	Co-opted
Mr M Snow (MS)	Staff, Headteacher
Mr P Whiteman (PW)	Co-opted

Apologies

Mrs K Pye (KP)	Staff
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Absence

None.

Non-Governors in Attendance

Ms C Armiger	Family Liaison Officer	<u>For item 4 only</u>
Mrs G Eagar	SEN Co-ordinator	<u>For item 4 only</u>
Mrs S Meredith	Deputy Headteacher	
Mrs A Starnes	Clerk to the Governing Board	

Vacancies

2x Co-opted Governor

Quorum

The meeting achieved the minimum number to be considered quorate (4) and remained at or above this number for the whole meeting.

Start & Finish Times

The meeting convened at 4.00pm and finished at 5.38pm having considered all the items on the agenda.

Key: **Red:** Action Points, **Blue:** Challenge, **Green:** Support, **Purple:** Ring-fenced funding.

1. Present & Apologies

KP sent apologies. **These were accepted by the meeting.**

2. Order of Business

As agenda.

3. Declaration of Interest

None for this meeting.

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4. FLO/SEN Presentations

FLO: CA explained that as Family Liaison Officer (FLO), she engages with the whole family offering support and signposting to outside agencies where needed. She is trained in neglect, substance and alcohol misuse and other areas that can impact on children’s wellbeing. If a child is deemed at risk, an Inter-Agency Referral Form (IARF) is completed and sent to Hants Direct. This is always followed up and the escalation policy is used where required. CA will always “fight” if she feels a child is at risk.

Where do you sit with this?

We have links with other agencies and do what we can. A lot of evidence is needed to get social services involved and parents can refuse social services getting involved.

CA also attends child protection conferences and other meetings and leads all Early Help plans including for siblings at other schools. There are currently 22 EH plans in school (for 30-40 children). CA puts together a plan of action, including an overview of the child’s wellbeing, academic progress and attendance. She also attends LAC reviews and PEP meetings alongside the SENCo (GE).

GE said conferences can be difficult sometimes and CA will need time out after meetings.

There is a weekly staff briefing which is given on a needs to know basis. An online record sheet is kept of phone calls, IARFs or any contact with Hants Direct. Information received as a result of domestic abuse reports received via Operation Encompass are also recorded in this format.

CA makes home-school links with the children and the child is made aware of the link. Staff are questioned regularly on their knowledge of safeguarding and regular team meetings are held with the other members of the Inclusion team. Confidential disclosure forms are actioned and logged appropriately and parents supported with form filling, signposting and at meetings/GP appointments etc.

CA is fully trained as an ELSA (Emotional Literacy Support Assistant) and 22 children are currently receiving intensive ELSA support. She is also lead of the Anti-Bullying Ambassadors team. There are assemblies to support classroom work around internet safety. Attendance is monitored very closely and office staff are proactive in raising safeguarding concerns and patterns of absence whenever they arise.

CA regularly updates her training and has recently attended a serious crime conference. She has also updated knowledge around domestic abuse/violence and substance misuse. CA is trained in First Aid mental health support for children and in Attachment and Trauma, resilience and emotion coaching. She has attended an anxiety workshop and Prevent training, and trained in self-harm in children.

CA is MAYBO trained and can support with physical intervention. She also supports families of offenders currently in or released from prison. She can complete DASH (domestic abuse) and SERAF (sexual exploitation) forms and supports children daily with their social and emotional wellbeing. She also oversees and completes medical healthcare plans and updates these regularly, making sure staff are up-to-date.

MS commented that CA has a fantastic skillset. UH said CA is invaluable to the school. The school is the only place of safety and stability for some children. TJ commented on the level of trust that parents have in CA.

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UH thanked CA for her presentation.

SENCo (Looked After Children): GE is Designated Teacher for LAC. The school currently has 7 children who are LAC, and 2 of these are SEN including 1 EHC plan. Review meetings are attended termly and GE leads 7 PEPs (personal education plans). The child has a voice within these meetings and targets are set from the child's view. The meetings and PEPs take around 30 hours per term, including a 17-page document for each child.

From Autumn 2, an ELSA has been employed for 2 afternoons per week specifically for LAC, with 6 out of 7 children receiving support. The other child may not benefit from this support yet. Feedback indicates that the support is making a difference. GE attends LA training every term and has built up a good relationship with Rosie Lister (RL), the school's link worker for LAC.

The school has received £200 of sensory equipment free of charge. This is not just used with LAC. From September 2020, it will be compulsory to have a Designated Teacher policy and GE will write this with RL checking.

2 LAC from last year are now settled and doing well at secondary school, and accessing the curriculum. This is due to the good quality support they had at the school and the team here. Staff have had training on Attachment and Trauma, and all LAC are offered breakfast and after school clubs. 4 LAC regularly attend and this has made a huge impact.

Carers' feedback from PEPs is that the school goes above and beyond for LAC. Children are confident to say what they need help with. We had a successful corporate visit from the LA last July. GE has spoken to RL about children who are one step away from being LAC – the LA needs to do more so that this doesn't escalate. Family learning was offered in one case, but was declined.

All 7 LAC are making good or better progress academically, and 5 out of 7 are on target for end of year targets in reading, writing and maths. The other 2 children are SEN and working 2 years below; however, both children have made really good progress.

In terms of actions going forward, GE is to monitor LAC more frequently and set up a 'circle of support' for them.

MS commented that it is toughest for children who were LAC but aren't now, as there is very little to support them. GE said she has a monthly meeting with CA to ensure the school remains proactive in supporting LAC and preventing children/families from feeling isolated.

What are the particular challenges?

MS said the greatest challenges are the intensity of the work and the finite resources. GE commented that her biggest challenge is being spread too thinly, especially when staff are unwell.

UH thanked GE for her presentation. **What is done for LAC at the school is a fantastic and essential service.**

5. Minutes and Matters Arising

The minutes were agreed as a true and accurate record and signed by UH after the meeting.

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Matters Arising: All action points completed.

6. Finance

MS reported that the school is still on track to be out of deficit by next year. We have still not received budget figures from the LA, but indicators show things will be slightly better this year. Staffing structure is being planned for September. The local government budget for SEN is overspent. Pupil numbers are stable for September, but the Island has a significant issue regarding school place planning.

Action Point: TJ/MP to complete SFVS for March meeting – TJ to present

7. Governor Reports

Early Years (TJ/UH): Lots of resources/strategies being used. Entry level of current cohort fairly low, but children show good progress. Staffing issues around cover. Sandpit is contaminated. EY goals – we are trialling new Early Learning Goals (ELG) from the DfE and this seems positive to date. There is potential for the school to adopt these a year early as part of an extended trial. We are also looking to extend the nursery to take children from 2 years old. Governors need to be involved in the decision and aware of financial and practical implications if we go ahead.

MS said it would be up to Governors whether the provision is expanded, but we are currently looking at viability. PS is going to undertake research and see other provisions. We might trial the younger start age for 6 months, but it takes children time to transition who haven't been to our nursery.

[Can a 2 year old child deal emotionally with that?](#)

Yes, and some need it. It can be hugely beneficial in terms of socialising and verbal skills.

Pupil Voice (KP): This focused on children's understanding around racism. Children are clearly taught and mentioned PSHE lessons. MS said there is an issue regarding children who haven't understood the teaching and it is a different individual each time.

Action Points: 1. UH to meet English Lead before next FGB to discuss KS2 literacy.

2. NS to make safeguarding visit. 3. VB to make Science and PP visits. 4. PW to visit re History/Geography.

5. MP/TJ to visit KW regarding SFVS and budget. 6. MP to meet SM regarding Performance Management audit

8. Data

FFT data was not available at the meeting due to connection issues.

MS circulated IDSR (inspection dashboard) information to Governors. There has been a stagnation, but FFT predicts this year will see us go back up. Next year we have to bear in mind that the current Y5 cohort is a very challenging year group. The IDSR gives contextual information, which inspectors have access to.

KS2 progress is okay, but attainment is not as high. The 3-year average is the lowest it has been for 3 years. KS1 attainment for reading is significantly below, as is GD for reading. Phonics is at 58% - there is a significant issue with the cohort, including speech and language issues. In Foundation subjects, the low starting point is a factor in the data. Progress has improved for writing at KS2, but KS2 attainment is below the national average. The national combined score is 64% and we will be in line with this; however, attainment won't be in line. It is about context. Writing is lower in KS1, but maths is okay although it has declined slightly. High achievers at KS2 are doing okay, but science is below.

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Absence took a dip in the autumn term and the EWO has been in this week. We are now climbing back up. There have been 7 exclusions to date.

Quintiles show us to be an average sized school with a very high SEN and number of EHC plans. There is a low number of EAL children, but this is growing. There is not a great deal of turbulence.

There is a higher spend per child than most schools, due to the level of need. There are 2 statistically larger groups – those with low prior attainment (EY very low), and SEN/disadvantaged children (fluid).

Progress and attainment in KS2 shows a general picture of improvement; however, there is still a problem with phonics. Children are in a better place when they leave the school.

KS1 outcomes need more time.

Action Point: MS to show FFT data at March meeting, including correlation to teacher assessments

9. Headteacher's Report

See item 8.

10 School Improvement Plan/SEF

The SIP will be reviewed at the March meeting.

Action Point: UH to visit and report on new SIP

11. Attendance

MS said this is linked to the PAN. The Island has a significant drop in the numbers of children, equivalent to 250 across all reception classes. There are surplus spaces. Barton's published PAN is 45 and we have possibly 36 coming in for September. Schools are being asked to review their PANs.

[The birth rate is the lowest it has been for years. A focus is needed on keeping young people on the Island.](#)

The next section is recorded as a confidential minute.

12. Safeguarding

Already covered.

13. Staffing

One new TA has started. There are two longer term staff absences. SM and MS are to drop stats into performance management conversations.

14. Site

The handover meeting has taken place and we are in the snagging period. Some areas are underspent. All should be clear by the end of half-term.

15. Policies

Governors Allowances and Code of Conduct policies were amended by the clerk – changes mainly cosmetic.

MP proposed, seconded by TJ, that these policies be ratified and all Governors agreed.

16. Date of next meeting

Thursday 5th March 2020 - 4.00pm, FGB. MP gave apologies as he will be abroad.

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17. Impact of Meeting

- Governor Allowances and Code of Conduct policies ratified
- Presentations received from FLO and SENCo very detailed and informative
- Free sensory equipment received by school
- All LAC making good or better progress academically
- Governor visits – DfE trial of new ELG going well; children learning about diversity
- Statistics from IDSR show some progress, mainly in KS2
- Data results expected to go back up this year
- Site handover meeting has taken place

Mrs Hutchinson thanked everyone for their time and closed the meeting at 5.38pm.

Contacts:

Mrs U Hutchinson: Chair of the Governing Board

Contact via the School Office on 522469 or in writing, or via the Clerk to the Governing Board

Mrs A Starnes: Clerk to the Governing Board

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Or in writing to the School Office