

DECOY COMMUNITY PRIMARY SCHOOL BOARD OF GOVERNORS

COMMITTEE

Learning & Wellbeing Committee

DATE

7 MARCH 2022

04/10/2021	15/11/2021	17/01/2022	7/03/2022	9/05/2022	27/06/2022
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GOVERNOR ATTENDANCE

Paul Evemy	P	P	P	P		
Simon Barnes	P	P	P			
Sandra Cartwright	P	P	P	S		
Heather Poustie	P	P	S	P		
Gill Quantrell	P	P	P	P		
Ruth Dennis	P	P	P	S		
Kate Eames	P	P	P	P		
Alexa Gainsbury				P		

P – Present

S – Sanctioned

A – Absent

L – Late arrival

Chaired by	Paul Evemy	Clerked by	Pete Osborne
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Agenda

- LW 48/2122 To record those who are present, accept apologies and welcome any visitors.
 LW 49/2122 Declaration of interests
 LW 50/2122 Division of Agenda
 LW 51/2122 To agree the Minutes of the last meeting
 LW 52/2122 Matters Arising and Outstanding Actions
 LW 53/2122 Urgent business
 LW 54/2122 Staff Lead Presentation
 LW 55/2122 School Improvement Plan and School Performance Data
 LW 56/2122 Governance
 LW 57/2122 Safeguarding
 LW 58/2122 Wellbeing
 LW 59/2122 Collaboration
 LW 60/2122 Policies
 LW 61/2122 Information provided by the Clerk
 LW 62/2122 Matters for the next agenda
 LW 63/2122 Date of next meeting

ACTIONS TO BE TAKEN

ITEM		BY WHOM	BY WHEN
51/2122	Minutes to website	Heather Poustie/Clerk	asap
56/2122	Provide a copy of the staff and giver or leads to Lex Gainsbury	Clerk	asap
56/2122	Governors to arrange visit dates and notify the chair and clerk when they are agreed	All	asap
58/2122	Publicise the Well being Policy to all staff	Heather Poustie	asap
61/2122	Notify the clerk of any training requirement	All	asap

	Item	Notes	Action
LW 48/2122	To record those who are present, accept apologies and sanction	The meeting commenced at: 1835 Apologies: Ruth Dennis and Sandra Cartwright sanctioned (Sandra provided input by email because she was unable to pick up the Zoom link)	

	absences where appropriate and welcome any visitors	In attendance: Emily Simpson (Staff Art Lead), Simon Barnes Quorum for this meeting is 3 Governors plus the Headteacher. This meeting was conducted online using Zoom.	
LW 49/2122	Declaration of interests.	None	
LW 50/2122	Division of Agenda.	None	
LW 51/2122	To agree the Minutes of the last meeting held 17 January 2022	Agreed and signed	Clerk to place on website
LW 52/2122	To discuss any matters arising from the minutes and not on this agenda		None
LW 53/2122	Urgent business brought forward at the discretion of the Chair		None
LW 54/2122	Staff Lead Presentation	Emily Simpson provided a presentation on the Art and Design Curriculum and the slides used during the presentation are in the papers for the meeting. The presentation included examples of artwork on display in the school. She described the Curriculum for KS1 and KS 2 and her intent for the Art Curriculum and the implementation of the intent. The presentation also outlined the session contents and her plans for the Year.	

		Governors asked how she will extend this to the other staff members and they thanked her for her excellent presentation.	
LW 55/2122	School Improvement Plan (SIP) and School Performance Data	<p>a. Monitor pupil progress against SIP and levels of expected progress from entry Heather Poustie provided a brief update on the various priorities in the SIP and changes that have taken place. Feedback from children on reading has been positive. Writing is being monitored and interventions include school led tutoring and 1:1 tutoring. Maths – Year 1 and 2 involved in Maths projects. An analysis of behaviour and attitudes has been completed and the actions required to be taken were explained together with the time scales for completion.</p> <p>Personal Development. The EWO is working with the school where attendance is low and letters have gone to the parents. Support is being provided for mental health well-being. New leadership structure to be embedded.</p> <p>Safeguarding Audit action plan is being worked through.</p> <p>Early Years. Baseline assessments completed with interventions in place. Training being provided for EYFS staff around child development and the curriculum. The outdoor area is being used to its full potential.</p> <p>A governor asked how the impact of the interventions will be measured. This will involve feedback from children and staff and also subject leads.</p> <p>b. Monitor the arrangements for school visits and residentials and the evidence of the impact on the curriculum. Residentials not yet been re-introduced but some visits have taken place including site visits and field work.</p> <p>c. Monitor the curriculum in respect of special needs provision including More Able pupils. There is more work planned to take place on special needs provision.</p>	

		<p>d. Monitor that the delivery of Sex and Relationships education and Religious Education (including collective worship) is in line with board's policies and legal requirements/guidance. Included in the report on the SIP.</p> <p>e. To receive an update on Climate Change activities. A paper on sustainability had been provided but there had been insufficient time for governors to consider it. This item is to be deferred to the next meeting</p>	
LW 56/2122	Governors	<p>To agree Governor Visits for this half of the term:</p> <p>Kate Eames left the meeting at this point</p> <p>a. Safeguarding Visit (Sandra Cartwright). Date to be agreed b. SEND Visit (Paul Evely/Sandra Cartwright) - 5 April c. Literacy Visit (Sandra Cartwright/Paul Evely) - 4 April d. Maths Visit (Kate Eames) - Date to be agreed e. Pupil Premium Visit (Simon Barnes/Lex Gainsbury) – Date to be agreed f. Library Visit(Simon Barnes) - Date to be agreed g. EYFS (Gill Quantrell/Ruth Dennis) - Date to be agreed</p> <p>Clerk to provide Lex with a copy of the Staff and Governor Leads</p>	Clerk
LW 57/2122	Safeguarding	<p>Dave Lee (DSL had provided a report for the Committee and the following is an extract:</p> <ul style="list-style-type: none"> Staff training - Staff (including BASC and MTAs) have all completed their refresher safeguarding training for the academic year and wet signatures are held on file and all staff have also read Part 1 of the KCSIE document. New staff who are appointed will be fully trained upon starting their contracts. <p>A glossary is currently being compiled/finalized (this will be emailed to staff We have also sent out safeguarding quizzes as part of staff notes as a way of engaging staff in regular reminders and keeping safeguarding at</p>	

		<p>the forefront of their minds. The next training opportunity will be around Prevent training and sexual harassment training.</p> <ul style="list-style-type: none"> • VCM meetings continuing – These are held on a fortnightly basis currently but there are on-going meetings and professional dialogue at SLT level as well as with class teachers. Liaison through CPOMs to monitor concerns. Sonia Worthington (Parenting Solutions) is also attending the initial part of this meeting to feedback about particular families that she is working with. • Current priorities – there is on-going E-safety awareness across school and at home. Ensuring all staff are familiar with current terminology etc. • Engagement with MASH and other agencies - Contact with MASH, MARAC, SPLITZ etc. on-going • FSA - As stated above, we have appointed a Family Support Advisor (Sonia Worthington – Parenting Solutions) to enable us to continue to manage and deal with emotional well-being and safeguarding. • TAFs (Team around the family) - Continues to be effective – we are still leading many of the TAFs but are also encouraging other agencies to take the lead where this is more appropriate. • Strategy Meetings - One meeting attended recently. • Visitors to school - Now that restrictions have eased, we are in a position of being able to have more professional visits on site to help monitor and support our children and staff as necessary. <p>Sandra Cartwright said that she is pleased to hear about the appointment of the PSA to support the DSL etc. and asked how long will this kind of support be maintained? Funded for at least the next 2 terms and hopefully into the next academic year.</p>	
LW 58/2122	Wellbeing	<p>Various papers had been provided prior to the meeting including the results of the staff survey. They included an analysis of the responses to the staff survey and the measures in place and suggested sources of support for</p>	

		<p>mental well-being. Governors may also wish to look at some of those resources.</p> <p>Sandra Cartwright asked:</p> <ul style="list-style-type: none"> • Was Heather happy with the level of response from staff at 58%, and what does this indicate about the other 42% of staff? How can we elicit their feelings? Heather responded that 60% would deem to be a good response to a survey but obviously a greater response would be better. • More than a third of staff were unaware of a well-being policy which included them - How does she hope to reach them to ensure that they know they are included? Staff notes are sent out each week and this includes where there are new or revised policies. The policy to be publicised. • Workload and work-life balance is still very much an issue. Although the areas of support signposted are useful, these do not directly affect workload. Does she think that there is anything else that can be done, in any small way, to address this? This is obviously an area where work needs to be done and some steps are in place but there are difficulties around staffing and freeing up staff time. <p>Paul Every had met with Heather and considered the measures in place and any further measures that could be implemented. These include an open door policy with the Headteacher and mental health awareness. Further measures could include getting home on time, not sending emails after a certain time in the evening and a system for providing feedback.</p> <p>A governor mentioned the following resources which could be publicised to staff:</p> <ul style="list-style-type: none"> ○ Zerosuicidealliance.com/suicide-awareness-training (suicide prevention training) ○ The Devon Well-being hub (Devonwellbeinghub.nhs.uk) 	<p>Heather Poustie</p>
LW 59/2122	Collaboration	Meetings are planned for the next two weeks.	

		<p>c. Literacy Visit (Sandra Cartwright/Paul Every) - 4 April</p> <p>d. Maths Visit (Kate Eames) - Date to be agreed</p> <p>e. Pupil Premium Visit (Simon Barnes/Lex Gainsbury) – Date to be agreed</p> <p>f. Library Visit(Simon Barnes) - Date to be agreed</p> <p>g. EYFS (Gill Quantrell/Ruth Dennis) - Date to be agreed</p> <p>h. Preparation for the annual Parent/Pupil/Staff questionnaire(s) (as appropriate)</p> <p>Wellbeing</p> <p>a. To receive an update on staff and pupil well-being</p> <p>b. To review the school’s compliance with the Equality Act and measures to ensure all pupils are treated equally</p> <p>Collaboration</p> <p>Safeguarding</p> <p>Policies:</p> <p>a. Pupil Premium Statement</p> <p>b. Supporting pupils with medical conditions Policy</p> <p>c. Intimate Care Policy</p>	
LW 63/2122	Date of next meeting	Monday 9 May 2022 at 1830	

The meeting closed at **2022**

Signed as a true record.

Signed	Date:
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Collaboration Project

The primary schools currently involved are:

1. Decoy

2. Denbury
3. Kingskerswell
4. Starcross
5. Canada Hill
6. Bradley Barton
7. Chudleigh
8. Stokeinteignhead
9. Abbotskerswell
10. Highweek