



Yewstock School

Full Governing Board Meeting

Monday 4th of July 2022

Meeting started at 5.00pm

Clive Padgett, Peter Bush, Phil Ryall, Mark Hughes, Sue Lauterwasser, Linda Caride, & Pete Lagden

Also present – Chris Chadwick

Clerk

Vanessa Burton

Apologies

Seonaid Walton, Mandy Morgan, Jeanette Rogers & Lucy Ross

Minutes of the last meeting

PL confirmed that everyone had read the minutes and that there were no outstanding actions.

Agreed as a true copy and signed off

Report from FP&E Committee

- PB – The committee met on the 13th of June and went through a premises report prepared by the Site Manager. It detailed all the work currently planned or underway as follows;
 1. The Ground work for the Nurture Base had been finished and it was on track for a September/October completion.
 2. Dorset County had agreed to fund the base which has now left the school with an unplanned surplus for capital funding.
 3. BT has drawn up a “wish list” of things the money can be spent on and will bring relevant quotes to the next committee meeting. The School Council (Pupil Voice) had met and put some requests in including an outdoor trampoline and swing. Outdoor learning resources will also be purchased.
 4. A health & safety audit had been carried out on both sites by RH and BT, the results of which were very positive with no hazards highlighted in red. There were a few minor issues, and these have now been rectified.
 5. CP proposed a change to the current leadership structure with the addition of Key Stage 1 & 2 leads. He will also look at developing middle leaders opportunities next year.
 6. The policies brought to the committee were ratified and agreed to go forward to FGB.

Report from Curriculum Committee

1. The committee had received reports on Curriculum and a Subject Leader report on Autistic Spectrum Condition (ASC).
2. Curriculum - Claire Donohoe feedback to the committee the results of the pupil/staff/parent survey. Staff and parents agreed on what they felt was important and this was, Independence, Preparation for Adulthood and Mental Health & Wellbeing. Consultations will be ongoing and outcomes will be feedback into the curriculum.
3. ASC – Sam McMillan was not able to deliver her report in person. MH explained the report came in 2 parts, a Power Point and a video. SM had carried out a Learning Walk to see how Autism friendly the school actually was. She concluded that overall it was good but there were some inconsistencies with signage that had differing fonts and sizes etc.

Monitoring

- CP extended a huge thanks to all Governors for their efforts in meeting their monitoring commitments. The target to have all monitoring completed by the end of the Summer term has almost been met but all Subject Leader monitoring has been completed.
- VB issued new Governor Planner for the next academic year.
- PL reiterated the importance of monitoring and that reports were submitted for each visit; these were evidence that the Governing board were effective.

Looked After Child Report – CC

- CC has updated her report to reflect information across the year – there are 8 LAC pupils on the school roll.
- Progress and achievement was on a par with non LAC pupils. Levels are no longer used and have been replaced by individualised statements to show progression. CC hoped these would be more useful in assessing progress as they were more meaningful.
- CC has updated the Issue, Decisions & Actions and some things have had to be carried over due to the impact of Covid e.g recording interventions.
- From September the Learning Resource Centre will be running to its full capacity so interventions will be easier to track.
- The needs of pupils were also carried over from the School Development Plan. However, the school is on track to receive the Mental Health & Wellbeing award. This has resulted in some good training and measuring of soft outcomes.
- CC has been liaising with the Attachment Lead Josh Tun Pe as he has a lot of LAC pupils on his caseload. She has had lots of discussions around setting targets on pupils Personal Education Plan (PEPs) using the Boxall Profile

Annual Inventory Check

- VB explained that this has not been updated for a couple of years and that it has been difficult to use the Equipment Register function of FMS as it listed equipment that was bought over several years and hasn't been kept up to date.
- ICT equipment is now kept in a separate register by Jamie Dawe the ICT Tech.
- All old equipment has been written off meaning the register can be restarted again in September with a clean slate.

- Each class was given a form to complete detailing the equipment/resources they had with a value greater than £50.00. This information was then inputted into the register. This will be carried out every September with an accompanying form where details of lost/broken/swapped equipment can be recorded so VB can update the register accordingly.
- VB can now do regular imports from FMS of any equipment bought and then add it to the appropriate class or room.
- All rooms were completed by the main occupiers with the exception of the Art and Food Tech rooms and PE store. The Bike Shed was also not completed as the designated person has now left. **PR offered to take this on as he used to run the Bike Club.**

SEF

CP said he had carried out an analysis of formal Teacher Observations and they were judged to be good and in some cases outstanding. CP went on to explain how we tracked progression and how he gathers evidence to back this up. He went on to say that some of the outstanding lessons were from new teachers.

Review SDP Priorities 2022-2023

CP directed the board to page 4 of his Head teachers report.

- Priority 1 (Developing Curriculum and Assessment) – CD has been given a TLR to carry on the work around this and look to take the Curriculum to the next stage of development
- CL has taken over the lead for Maths and very keen to implement Maths Mastery.
- JP to take on the Move Programme as there is a small but increasing number of pupils that require manual handling.

Head teacher's Report to Governors

- Pupils on roll – Currently 149. CP explained this may increase depending on the outcomes of any last-minute tribunals. However, if the school exceeds 165 pupils this will not be to the school's advantage as there will be no place funding, only Matrix funding. ***MH asked what drives this decision?*** CP said that the school is limited by physical space but that occasionally pupils need to be slotted into existing classes which tip the school over its PAN number. CP can negotiate with Margaret Judd to secure additional funding, but noting it isn't a given.
- Attendance – CP said that there were very robust systems for monitoring attendance. He meets with CC and MM every 2 weeks to look at any concerns and MM is very good at working with parents to address attendance issues. Attendance at Yewstock this year is at 86% but this includes figures for a small number of long-term absentees. The national figure for SEN schools is 86.3% but Yewstock has always been above this. CP is aiming to get above 90% this year. Absence has generally been down due to Covid and other respiratory illnesses. ***LC asked if there had been a recent rise of Covid cases in school?*** CP confirmed there had been and the school was currently up to 13 cases. He went on to further explain that usually we were 2-3 weeks behind Weymouth in terms of cases and both the Weymouth SEN schools have high numbers. CP reminded the board of the current guidance the school was adhering to – If you feel unwell then isolate for 3 days and its 5 days if you test positive. ***MH asked if staff had been asked to test?*** CP said no, just to follow the guidance.

- Behaviour – There have been no notable incidents of pupil behaviour and no exclusions. CP said EB (the Behaviour Lead) had returned to school following Maternity Leave and had lots of capacity to support. She will also be producing the incident reports.
- Safeguarding – CP explained that there were always daily trickles of concern but there was a drop in April (probably accounted for by the Easter holidays). The school has a really effective DSL team.
- Complaints – CP informed the board that there had been one complaint from a parent, concerned about the support for their child’s medical needs. This has now been resolved following meetings with parents and teacher. Another parent made a complaint relating to a photo of their child being shared with parents without their permission. This also has been resolved. **MH asked how permissions were established?** CP said staff should access a list of pupils who did not have photographic permission.
- Staffing – CP said the school was in a good position for the start of September. Recruitment has been very difficult with people not wanting to work with children and the cost of living making travel an issue.

The Janitor role has still not been filled despite further advertisement, so it is going to be left for the time being. **MH asked why the vacancy was proving difficult to fill and could the salary be raised to make it more attractive?** CP said he thought there would be a lot of interest as it has very child friendly hours. **He would speak to BT to see if there was anyway the salary could be increased.** However, he went on to explain that the school is tied to County Job descriptions and pay scales.

- Plan for Inset Days –
 1. Thursday the 1st of Sept 22 – ICT/Evolve/Safeguarding/Lockdown training
 2. Friday the 2nd of Sept 22 – Whole School Dorset STEPS Training.
 3. Friday 21st of Oct 22 – Performance Management/Development review
 4. Thursday 3rd of Jan 23 – Curriculum Development/Assessment Development
 5. Friday the 31st of March 23 – Dorset Special Schools joint TADSS Conference
- Assessment – CP said that KV had done a great job with this, and the school was ready to hit the ground running in September. **MH said that during his monitoring visits (with AB for RE and BH for ICT) both teachers expressed concerns that EFL cannot produce detailed reports.** CP said this was not required of them and that it would be KV who had responsibility for this. CP went on to say that it was about looking at individual skills development and this needed to be articulated to teachers. More data is needed for the 3 Core subjects. EFL will work really well once TAs are happy and it forms a natural part of the lesson. **MH went on to ask if evidence was still planned to be shared with parents.** CP said yes, that it would be introduced next year. **MH asked if they would need an Ipad to access it?** CP said no, they would only need to have an internet connection. **MH went on to ask how it would work for split parents?** CP said they would need a login each but he would check to see if this was possible. **SL asked if staff needed to make sure that photographic/video was just of an individual pupil?** CC said staff would need to link the photo to all the individuals in it, this will prevent you from sharing it to just one parent and breaking GDPR etc. CC went on to say that the system has very secure settings.
- Alternative Provision – Two pupils currently attend Rylands Farm. **PL asked what were the reasons for the reduction of hours, was it down to stress?** CP said no, it was due to family commitments.

The board agreed the requests to change working hours for the 3 members of staff who had requested it.

CP concluded his Heads report.

Governor Development Plan

CP urged all Governors to think about the targets and do any outstanding training. Also to reach out if the school can do more to support. The Finance committee have completed the SFVS self-evaluation. ***MH said he would be happy to complete something similar for the Curriculum committee. He will discuss with VB. He went on to ask how often it would need to be completed?***

PL said yearly, he went on to say that he was mindful of tick box assessments and that it should be something meaningful. ***MH asked if the results were analysed and then individuals were signposted to the relevant support and training?*** Discussion around this took place as well as what to expect when Ofsted visit and what they will expect from Governors. ***SL said she had completed the Ofsted and Learning Walk training on NGA and that it was very good. However, she felt the Safeguarding training was pretty basic. LC requested that nearer the time, as a new Governor, she would benefit from a meeting in order to prepare for Ofsted, what would the priorities be?*** CP said it would be the Curriculum.

CP went through the audit report from Deidre Fitzpatrick and said it was really useful tool in getting Ofsted ready. There were no huge concerns and minor issues had been addressed. CP urged Governors to look through the report and keep in their Governor files for evidence.

Policies

Finance, Personnel & Environment

Curriculum

Acceptable Use

Anti-Bullying

First Aid

Lockdown

Bursary Fund

All Adopted

AOB

CP – Said that Academisation will start to gather pace and that there were currently 2 conversations going on around this. One option proposed by Vic Virma is that schools not currently in an academy chain could team up with County. CP went on to say that this was attractive to Yewstock. The other option is to set up a SEN Academy group and CP will be meeting with John White who is CEO of the Delta Education Trust to discuss this further. PL said he would support the planned meeting.

The Governments latest target is for all schools to become Academies is 2030, but most will have been expected to move over before then. CP said we also need to have the same discussions with Mainstream Schools. ***MH said he would be concerned that Yewstock would be swallowed up in a Mainstream trust.*** Discussion around this took place. ***PL said to think about staff and the local area. We are a large employer in a small rural area. He also said that becoming an academy is a formal legal process. MH asked if we would lose our autonomy in a large MAT?*** CP said it would depend

on how it is structured and managed. CP concluded by saying that there is lot of information to consider and that there were both good and bad options. He went on to request the **Academisation be put back as a standing agenda item.**

PL – asked CP to pass on the Governing Boards thanks to all staff for all their hard work this year.

Meeting closed at 6.32pm

Signed as a true copy..... Date.....