



**Abbey School Local Governing Body
Safeguarding, Leadership & Management
Tuesday 6th July 2021 at 12:00
via MS Teams**

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| Those Present: | | |
| Luci Windle | Exec. Headteacher | LW |
| Alison Warner | Chair – Safeguarding Link Governor | AW |
| Janine Brullo | Parent Governor | JB |
| Ivy Dorchester-Brown | Governor – Wellbeing Link Governor | ID-B |
| Tayla Hamilton | Staff Governor | TH |
| Sue Hodgkinson | Parent Governor | SH |
| Dawn Jeffery | Parent Governor | DJ |
| Peter Macaulay | Support Staff Governor | PM |
| Jim McIntosh | Governor – Finance Link Governor | JMcI |
| Sonia Seymour-Thackery | Vice Chair & Parent Governor | SS-T |
| Ian Tankard | Parent Governor | IT |
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| Also Present: | | |
| Wayne Askham | Head of School | WA |
| Joel Hardwick | Assistant CEO – Strategy & Partnerships | JH |
| Jill Newbolt | Assistant Headteacher | JN |
| Emma Sheedy | Governance Clerk | ES |
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| Apologies: | | |
| Warren Carratt | Chief Executive Officer | CEO |
| Marion Tapp | Governor | MT |
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| No Apologies: | | |
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| 1. APOLOGIES FOR ABSENCE | Actions |
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| 1.1. To receive apologies for absence Apologies were received from the CEO and MT. | |
| 1.2. To accept apologies for absence Apologies were accepted from the CEO and MT. | |
| 2. ITEMS OF URGENT BUSINESS | |
| 2.1. Chair to determine any items of urgent business None. | |
| 3. DECLARATION OF INTERESTS | |
| 3.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda There were no declarations received. | |
| 4. ABBEY SCHOOL LOCAL GOVERNING BODY MINUTES | |
| 4.1. To approve the minutes of the following meeting: The minutes of the meeting held on 11 th May 2021 were reviewed and it was agreed for the Clerk to update the front page. ACTION: Clerk to update the attendance list on the front page. | COMPLETED |
| 4.2. Review of Action Tracker The outstanding actions on the tracker were reviewed and updated. | |
| 4.3. Matters arising from the Minutes 7.1. There was a discussion regarding the expectations of Link Governors and LW advised that the expectation is for Governors to feedback to the LGB on discussions/meetings with the school/SLT in either a written form (Governor Visit Form) or a verbal update. Governors should also update clerkingservices@nexusmat.org ID-B provided Governors with an update following a meeting with JN on 15 th March to discuss the Health & Wellbeing and Behaviour policies. ID-B has also visited school to discuss Step into Sport and Disney Football but dates were not provided. ID-B agreed to submit reports, as per the ongoing item on the action tracker. IT provided Governors with an update following a visit to discuss Careers and asked JH about the potential to increase capacity with a Careers Advisor and JH spoke about the work of Richard Webster of Central Trust. LW also advised the Trust will be exploring the potential of appointing and training up a Careers Advisor. IT commended the fantastic careers curriculum in place. JB provided Governors with an update following her virtual meeting with Horizon. | |

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| <p>The Chair provided Governors with an update following her visits to school to discuss; Safeguarding, arrangements in relation to the Ofsted guidance regarding peer on peer abuse, the UNICEF award, new pupils joining and general issues.</p> <p>DJ provided Governors with an update following her visit on 6th June to discuss the Parent Charter.</p> | |
| <p>5. POLICIES</p> | |
| <p>5.1. Policies for Review</p> <p>5.1.1. Governors received the Policy Update Report and approved the First Aid Policy.</p> | |
| <p>5.2. New Policies</p> <p>None.</p> | |
| <p>6. ITEMS TO BE CONSIDERED</p> | |
| <p>6.1. Headteacher Report</p> <p>Governors received the Headteacher Report in advance of the meeting and discussion/challenge was as follows:</p> <p>The Chair queried how gaps in learning are addressed for the children that have missed education and LW explained about the personalised learning sessions, which are held every morning.</p> <p>Despite the challenges that COVID has presented, the educational offer from school has been enriched, broad and balanced. The website still offers home learning for those students isolating and staff are to be commended in their response to isolating students. The curriculum put into place during lockdown continues to be developed in line with students’ needs. The evidence that has been presented fits within the outstanding Ofsted judgement.</p> <p>Deep Dives have been conducted in all core subjects English, Maths, Science and ICT. The non-core subjects who have experienced an internal deep dive have been Geography, History, Art and Performing Arts. This has led to the development of faculties as a way in which to support staff in line with the school ethos of teamwork. The school continues to not use any Alternative Provision (AP) in its provision.</p> <p>The Chair asked about LARs (Lead Area Review) and LW explained that in the most recent LAR, the evidence produced by JN did not match the outcome in the SEF in the sense that the evidence was greater and LW outlined the reasoning. Therefore, the SEF is bring re-written.</p> <p>A Governor queried the EEF Research Project and LW explained that the research project, following recommended use of marking and feedback, has proven that their original policy was better in terms of quality of marking, staff accountability, pupil</p> | |

understanding and staff workload. In September, the school will establish if they are part of the control group or should return to their original policy.

A Governor asked what pupil voice looks like in a deep dive in a special school compared to mainstream and WA advised of minimal change to some elements and provided context regarding the adjusted approach and visual prompts etc.

LW explained about the Gold Anti-Bullying award. **A Governor asked about the definition of bullying** and LW explained that students do fall out and explained about the work undertaken but there is a clear understanding of what children understanding is of bullying hence the school Gold Anti-Bullying award.

JH asked how behaviour compared to last year when attendance normalised this year and LW advised she did not have the data to hand but there is a strong link between domestic violence and a research project is being developed, with support from Michelle Sault of Central Trust and CAMHS.

A Governor commended the Duke of Edinburgh Award and asked how this was undertaken and JN explained this was carried out in curriculum time on a Friday afternoon on a rotation basis. **The Governor asked if pupils went orienteering** and JN advised yes. **The Governor further asked if Horizon pupils have the same opportunity** and LW advised the Duke of Edinburgh starts from Y10.

A Governor queried British Values and asked how school is managing all the current controversy and LW explained this is very challenging. LW also explained about the Weekly Newsletter.

A Governor asked how the SDP is communicated to families and LW explained it is displayed around school and physically sent home.

LW provided an overview of the anonymous predicted grades and advised that school had opted to push for GCSEs opposed to functional skills and the reasoning for this. **A Governor asked how pupils have been supported with transitioning to their next steps and are they reaching their maximum potential** and LW explained that every pupil will transition to their desired course, which they are well prepared for. **A Governor asked if GCSEs would continue to be opted in the future** and the SLT advised no.

6.2. Safeguarding Report

Governors received the Safeguarding Report and LW advised the DSL role will revert to WA next academic year.

The school has a written response to the Ofsted investigation into sexual abuse in schools. School have reviewed practice and procedures and identified where they can report incidents that fit into peer on peer abuse to the Trust and LGB. LW spoke in detail about this and explained about the Whisper app. **A Governor asked how school will know if pupils understand they have the right to say no** and LW explained about the quality of pupils responses and PSE data.

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| <p>LW provided an update regarding recruitment.</p> <p>SH advised her training was not included on the report. ACTION: LW/WA to obtain SH's training record and include on the next Safeguarding Report.</p> | <p>LW/WA 30/11/21</p> |
| <p>6.3. Community Voice Report</p> <p>JN provided an overview of the Community Voice Report and explained about the Disney Shooting Stars project, which is a pilot scheme aimed at engaging pupils with reading through football, and targets girls as nationally girls are under-represented, particularly girls with SEND.</p> <p>A Governor commended the report and stated the school could not possibly do any more than they do in such challenging times.</p> <p>[JN left the meeting at 13:28].</p> | |
| <p>6.4. Academy Health & Safety Self-Assessment Report</p> <p>Governors received the Academy Health & Safety Self-Assessment Report. Unfortunately, Karen Blakemore was unable to attend the meeting and provide an overview but this was provided by LW.</p> | |
| <p>6.5. Competent Person Audit & Action Plan</p> <p>Governors received the Competent Person Audit & Action Plan.</p> | |
| <p>6.6. Budget Monitoring</p> <p>LW provided an overview of the Budget Monitoring Report with input from the Finance Link Governor, JMCI.</p> <p>LW spoke at length regarding the capital works planned or underway. A Governor stated the Trust should be commended for apprenticeships and training of younger staff.</p> | |
| <p>6.7. 2021-22 Draft Budget & Staffing Structure</p> <p>Governors received the 2021-22 Draft Budget & Staffing Structure, which LW overviewed.</p> | |
| <p>6.8. SIP/SEF Update</p> <p>The SDP was discussed at 6.1. and the SEF will be updated over the summer and presented at the next meeting.</p> | |
| <p>6.9. School Admission Refusals</p> <p>LW was unable to provide an update at the meeting, as she did not have the figures to hand.</p> | |
| <p>6.10. Register of Interest Update</p> <p>The Clerk advised Register of Interests would be distributed by email for completion.</p> | |

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| <p>6.11. Outstanding Achievement Awards</p> <p>Due to it being such a difficult year, LW stated she did not feel it was appropriate to nominate individuals for an award. The Chair suggested one award for all schools to recognise exceptional service provided to pupils and communities during the pandemic and JH agreed to liaise with the CEO and update LW. ACTION: JH to pass on the suggestion for whole-school outstanding achievement awards to recognise exceptional service provided to pupils and communities during the pandemic.</p> | <p>JH ASAP</p> |
| <p>6.12. Chair/CEO Verbal Update of Key Issues from Trust Board of Directors</p> <p>The Chair advised Governors that the DfE released new guidance on Keeping Children Safe in Education today.</p> <p>LW extended thanks to Governors and all Trust staff for their support.</p> | |
| <p>7. GOVERNANCE MATTERS</p> | |
| <p>7.1. Governors to complete Activity Log</p> <p>The Chair reminded all Governors to email activity to clerkingservices@nexusmat.org and this was agreed as an action so all the recent activity is captured. ACTION: All Governors to email clerkingservices@nexusmat.org with activity – visits into school and meetings with staff.</p> | <p>ALL GOVS ASAP</p> |
| <p>8. ANY OTHER URGENT BUSINESS</p> | |
| <p>8.1. To consider any other urgent business agreed by the Chair</p> <p>None.</p> | |
| <p>9. CONFIDENTIALITY & RISK</p> | |
| <p>9.1. To consider the confidentiality of any items discussed during the meeting</p> <p>None.</p> | |
| <p>9.2. To consider any areas of risk discussed during the meeting</p> <p>None.</p> | |
| <p>10. DATES OF NEXT MEETING</p> | |

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| Tuesday 5 th October 2021 | 12:00 – 14:00 | Abbey School | Teaching, Learning & Wellbeing |
| Wednesday 17th November 2021 | 16:00 – 19:00 | Craggs School | Leadership Summit |
| Tuesday 30 th November 2021 | 12:00 – 14:00 | Abbey School | Safeguarding, Leadership & Management |
| Tuesday 25 th January 2022 | 12:00 – 14:00 | Abbey School | Teaching, Learning & Wellbeing |
| Tuesday 15 th March 2022 | 12:00 – 14:00 | Abbey School | Safeguarding, Leadership & Management |
| Tuesday 10 th May 2022 | 12:00 – 14:00 | Abbey School | Teaching, Learning & Wellbeing |

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| Tuesday 28 th June 2022 | 16:00 – 19:00 | Crags School | Leadership Summit |
| Tuesday 5 th July 2022 | 12:00 – 14:00 | Abbey School | Safeguarding, Leadership & Management |

Minutes approved

| CHAIR | SIGNATURE | DATE |
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