

4.04	<p><u>Accessibility of playground for disabled children (minutes 12.02 refers)</u></p> <p>Costing is yet to be done to make the playground more accessible for children with physical disabilities. Currently there is a child in school who uses a walking frame and a wheelchair. The Headteacher will bring catalogues showing suitable play equipment to the next Resources meeting. School is very accessible to children with disabilities and governors agreed that costs and benefits need to be examined thoroughly.</p>	Headteacher
4.05	<p><u>Anti-social behaviour (minutes 15.03 refers)</u></p> <p>The Headteacher attended a local residents meeting to hear concerns. There have been no reported incidents during the summer break or since autumn term has started.</p>	
5.0	<p>MONITOR THE IMPACT OF GOVERNMENT GRANT FUNDING</p>	
5.01	<p>The SEND budget stands at £345,616 for 2017-2018. This is slightly more than the projected figure in April. Staffing decisions were made on projected figures. 3 children are still in school who were expected to leave to go to specialist provision. Staff are being recruited on fixed term contracts until the end of the school year. The projection for 2018-2019 is £387,109.00</p> <p>QUESTION: Are plans in place to use the money most effectively?</p> <p>ANSWER: Support staff are being employed to support several children.</p> <p>QUESTION: Is there any discussion taking place with parents to discuss what their child is accessing in terms of extra support?</p> <p>ANSWER: Children's parents have a significant input following the new SEND Code of Practice. It is feasible for a parent to ask for the funding to be paid directly to them however they would then be responsible to ensure that all aspects of the plan were taking place.</p> <p>QUESTION: Has there been any analysis of SEND pupils and the complexities and numbers of pupils with additional needs?</p> <p>ANSWER: the school has maintained a similar proportion of SEND pupils over the past few years but the complexity of needs has increased significantly.</p> <p>QUESTION: How does Hunslet Carr SEND figures compare to other local schools?</p> <p>ANSWER: Numbers are higher percentage wise than New Bewerley or Sharp Lane.</p> <p>QUESTION: Does the school have links to local health providers to allow planning for future pupil intakes?</p> <p>ANSWER: No but pupils entering Reception in January 2018 will be invited to a stay and play where an assessment will be done to ensure that the right provision is put in place when they start the school. This is done each term for new pupils.</p>	

6.0 CONSIDER LATEST MONTHLY REPORTS FOR OVERSIGHT OF EXPENDITURE

- 6.01 The Headteacher stated that the budget for teaching staff was in line with the initial budget forecast but the budget for supply staff was up by £30,000 due to planned maternity cover and the cost of 3 teaching assistants.
- 6.02 Unplanned supply costs have increased due to significant staff illness for 4 teaching staff, much of the cost of this will be recouped via insurance payments.
- 6.03 Cleaning costs have increased due to bringing cleaning in house however the standard of cleaning is much higher and staffing issues are less due to directly employing staff.
- 6.04 The Headteacher has met with Ana Schofield, Finance Officer for October review. Income has increased due to government pupil premium funding.
- 6.05 The Headteacher stressed the importance of ensuring Nursery places remain full as this can have an impact on Reception figures. Currently school is not actively working to encourage families to take up nursery places however other schools in the area are doing this as their current nursery cohorts are not full.
- 6.06 The Headteacher stated that it is very important to ensure that infants entitled to Pupil Premium are identified correctly. This has proved more difficult since the introduction of universal free school meals up to Year 2. This has to be a priority.
- 6.07 There is a £154,000 carry forward to next year which will be closely monitored. When the budget proved challenging the school acted quickly and efficiently to meet the challenge.

7.00 BENCHMARKING AND VALUE FOR MONEY

- 7.01 All of the school's Service Level Agreements are with Leeds Council except IT which is with Primary ICT. The school has not explored alternative provision.

QUESTION: Has the school thought of making any changes in service provider?

ANSWER: No, not at present. Some schools locally have explored using a private company for HR services as they believe Leeds City Council is too risk averse but the school believes that the policies and procedures in place are sufficient to manage any HR issues.

QUESTION: Is the governing body duty bound to check that the SLA's in place are value for money?

ANSWER: The School Office Manager attends local Bursar meetings where benchmarking is discussed regularly. Christine Rayner will circulate the minutes from the last 2 bursar meetings for governors information.

Christine
Rayner

8.0 REVIEW PUPIL NUMBERS AND THE EFFECT ON THE BUDGET

8.01 Currently there are 63 places available in the school. 32 of these are in nursery but this will reduce to 20 places after Christmas and no places available after Easter. There are 31 places available throughout the rest of the school.

8.02 Currently in Year 6 there are 12 spaces available as this has been a small cohort through the school. This has implications as any child moving into the South Leeds area in Year 6 may automatically be given a place at the school.

8.03 The school faces a significant challenge due to the high mobility of pupils. Currently most new arrivals into Key Stage 2 are new to English as a language and new to the country.

9.0 POLICIES FOR APPROVAL

9.01 As discussed at Full Governors there is now a Policy Review Committee which will review the policies on Charging and Staff Pay.

10.0 DEALING WITH ALLEGATIONS OF ABUSE AGAINST STAFF

10.1 All staff have Child Protection training through the Leeds Safeguarding Children Board and are aware of the school Whistle Blowing Policy. They are aware of who to report any worries or issues regarding a member of staff to – including the Local Area Delegated Officer (LADO) if necessary.

11.0 STAFFING AND RECRUITMENT

11.1 There are no staff vacancies currently.

11.2 There are currently 2 NQT status staff who have a staff mentor and protected time for 1 day per week (NQT time in the morning and PPA time in the afternoon). They are signposted to the relevant supportive bodies and have an induction checklist to follow. They attend the COGS NQT meeting regularly.

12.0 PAY REVIEW REPORT FROM THE PAY COMMITTEE

12.1 Governor agreed to a 1 point increase for 5 teachers on the main pay scale.

12.2 Governors agreed to a 1 point increase for 3 teachers on the main pay scale with Teaching and Learning Responsibility.

12.3 Governors agreed to a 1 point increase for 1 teacher on the upper pay scale.

12.4 Governors agreed to a 1 point increase for 3 teachers on the upper pay scale with Teaching and Learning Responsibility.

13.0 EDUCATIONAL VISITS

13.1	The school uses Evolve for school visits. Sarah Gardner will visit again to monitor school visits.	Gardner
14.0	PREMISES UPDATE, INCLUDING WORKS COMPLETED DURING THE SUMMER	
14.1	Trevor Carbutt (Premises Manager) attended the meeting to give a premises update.	
14.2	The extension has been redesigned by the architects to take account of previous difficulties with a nearby substation. The school is currently awaiting a decision on the plans. Work could start February half term 2018 at the earliest.	
14.3	Summer improvements include refurbishment of staff toilets, improvements to the nursery changing area, investigation into school drainage systems, emergency lighting in Early Years classroom, fitting a new secure door to the House and fitting air conditioning into the Assistant Head's office and the main office.	
14.4	Cleaning has now been taken in house with 5 cleaners employed and 1 supervisor. There has been a deep clean performed over the summer which has been very successful.	
15.0	RECEIVE A REPORT ON THE HEADTEACHER'S APPRAISAL	
15.1	The Headteacher has met with Kevin Birkin and Tim Richards and a report will follow. All performance management targets have been met and a 1 point pay increase agreed. Targets for next year are balancing reading and writing and maths outcomes.	
16.0	CONSIDER AND MONITOR THE RESOURCING OF PRIORITIES IN THE SCHOOL IMPROVEMENT PLAN	
16.1	Kevin Birkin has met the Headteacher to discuss priorities and concerns regarding Early Years – plans have been put in place to address these concerns.	
17.0	ANY OTHER URGENT BUSINESS	
17.1	The governors agreed to the ongoing funding of a Leadership coach for the Head Teacher and 2 Assistant Headteachers.	
18.0	DATE AND TIME OF NEXT MEETING	
	Wednesday 14 March 2018 at 4pm	
	The meeting was closed by the Chair at 18.15 p.m.	