

# HUNSLET CARR PRIMARY SCHOOL GOVERNING BOARD

## PUPIL SUPPORT COMMITTEE

Minutes of the meeting held on Tuesday 15 June April 2021 at 5.00 pm

**PRESENT** Clare Davidson – Chair  
Elisa Whitfield  
Martin Lumb – Headteacher  
Paul Wray (from 5.30 pm)

**IN ATTENDANCE:** Jane Howarth (Clerk, Governor Support Service)

The meeting was held on Zoom

### 1 APOLOGIES AND MEMBERSHIP MATTERS

Apologies were received and accepted from Jon Hairsine

### 2 DECLARATIONS OF INTERESTS

2.01 There were no declarations of interest with regard to this evening's agenda.

### 3 MINUTES OF THE LAST MEETING

3.01 The minutes of the meeting held on Tuesday 20 April 2021 were agreed as an accurate record and the Chair was authorised to sign them electronically (by email) to school.

CD

### 4 MATTERS ARISING

4.01 Minutes of the last meeting – item 3.01 refers

#### **Resolved**

The Chair had signed the minutes of the last meeting electronically (by email).

4.02 Safeguarding – item 4.06.1 refers

#### **Resolved**

Safer Recruitment training was still to be arranged for Clare Davidson and Paul Wray. In the meantime they had completed Child Protection training.

Head

4.03 Safeguarding – item 4.07 refers

#### **Resolved**

Paul Wray had seen (via zoom) the SCR (Single Central Record) as part of his ARM review with the DSL (Designated Safeguarding Lead) Andy Hinchliffe.

4.04 Pupil Wellbeing – item 4.08 refers

#### **Ongoing**

Lauren Dean continued to work with dismantling the stigma associated with receiving free food from school. This was demonstrated by only 100 of the 150 Free School Meals hampers being picked up during the school lockdown.

Head

The Chair enquired how school intended to develop the Junk Food Project's acceptance in school.

It was expected that the parents' group who had, prior to the Covid lockdown, begun to run a healthy tuck shop at the end of school on Fridays, would engage with eligible parents so that the scheme was a success.

Also, coffee mornings, which had seen an increasing number of parents (40 at the last one), would be used to explain the project and get parents on board.

This was essential since there was a financial commitment of £800 for the school to join the Junk Food Project.

4.05 Governor monitoring of school improvement priorities – item 6.01 refers

**Resolved**

Three governors had attended the feedback session of the 12<sup>th</sup> May Science Deep Dive.

The recording of the feedback session would be forwarded to those governors who had been unable to attend.

**Head**

4.06 Attendance, Behaviour and Attitudes – item 7.02.4 refers

**Resolved**

The Head had passed on governors' thanks to the TA leaving the school.

4.07 Annual Safeguarding Monitoring report and action plan – item 8.01.2 refers

**Resolved**

The ARM had been completed and signed off by the safeguarding governor during his visit to school. PW would give a verbal report at item 6 this evening.

4.08 Equalities – item 10.02 refers

**Ongoing**

The results of the My Health My School survey would be presented to the FGB meeting in July following completion by children tomorrow afternoon; supported by staff to ensure a true reflection of school was given.

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**5 ATTENDANCE, BEHAVIOUR AND ATTITUDES**

**5.01 Attendance**

A written report from the attendance officer (Lisa Lilley), describing the school's attendance and strategies for improvement, had been circulated prior to the meeting.

5.01.1 Attendance overall was 93.9% which included those vulnerable children who had declined to come into school during lockdown 3 (discussed at the previous meeting).

Their online learning was recorded as evidence for Ofsted should it be needed. The Headteacher commented that Ofsted were more interested in how vulnerable children had been supported to access learning.

School was confident that it had gone above and beyond in order to best support all its children, through personalised contact between the class teacher and families, responding to individual need, and home visits.

- 5.01.2 There were 73 children classed as persistent absentees, 24 of whom were from 12 families, now on the Fast Track initiative.

The remainder required more evidence since the return to school in March and details were included in the report.

The Head pointed out the ineffectiveness of previous penalties given for current absentees' siblings since they represented **only a very small weekly deduction** from the family's benefits. He reassured governors, however, that school was doing everything it could to improve the situation.

Letters had recently been sent to all children entering Reception in September, pointing out the importance of attendance every day.

- 5.01.3 Since assemblies had not yet resumed it was difficult to reward attendance.

It was not fair to punish classes where absence was due to self-isolation or positive Covid cases.

If a class reached 96% attendance in a week, reward charts in class would be updated with extra playtime the prize. Since this had begun two weeks ago, the impact was not yet known. Figures would be brought to the FGB meeting in July.

## 5.02 **Behaviour**

The Headteacher (ML) had circulated a report describing the school's behaviour & strategies in place to stop bullying/abuse of any kind prior to the meeting.

- 5.02.1 ML described 5 incidents, the result of reports from children, parent or teacher, reassuring a governor that this number was in line with previous years.

The only difference was that two of the five were social media bullying.

- 5.02.2 Of concern was the increase in the use of the 'N' word, by and for boys, online and in the playground as a derogatory insult, and 'bitch' when referring to girls.

Three reports to the Hate Crime team had been made in the last month.

Children in Years 5 and 6 had had enough lessons to know not to use such words in anger. Worryingly this peer on peer abuse, previously restricted to those in Year 6 with phones, was now being seen in years 4 and 5, mostly outside school, on social media platforms. Dealing with it was proving time consuming.

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The message from creative PSHE lessons, tackling the misalignment of access to technology with emotional readiness, and developing an understanding of the impact of the power of anti-social and hurtful messaging, was not holding beyond the classroom.

5.03 The Trackit lights tables showed that sitting in rows, facing the front, during Covid had improved behaviour in the classroom, despite there being no internal exclusions possible, with only two or three children in Years 3, 4 and 5 having difficulties.

#### 5.04 **Exclusions**

There had been two fixed term exclusions since the last meeting.

5.04.1 Child one was returning from the last six months spent at REACH, whilst an EHCP (Education and Health Care Plan) was drawn up. Specialist provision had been recommended but the child's mother insisted that a mainstream setting (Hunslet Carr) be the first choice. Time was now needed, and information gathered showing everything had been put in place to no avail, before this could be challenged.

In the meantime, a reduced timetable of one hour per day in RL (Restorative Learning) was in place.

5.04.2 Child two was a managed move, in RL (Restorative Learning), with multiple incidents in the playground (described in detail in the report).

A governor was informed that Health and Safety advice was to not intervene once the child's feet were off the ground.

5.04.3 The Chair asked how many exclusions there had been so far this year. The figures were as follows, taking into account the Covid closures)

- 2020-2021 – 11 exclusions – a total of 25 days
- 2019-2020 – 11 exclusions – a total of 41 days
- 2018-2019 - 18 exclusions
- 2017-2018 - 21 exclusions

5.05 The Headteacher drew governors' attention to the knife crime details and explained the involvement of the police, limited because of the child's age.

5.06 There were no children electively home educated.

## **6 ANNUAL SAFEGUARDING MONITORING REPORT AND ACTION PLAN**

6.01 A copy of the completed annual safeguarding monitoring report had been circulated prior to the meeting and was shared on screen by the Headteacher (ML). It was noted that the form did not illustrate the scope of evidence kept to support its requirements.

The Chair was happy with the content.

6.02 Paul Wray gave a verbal report of his meeting with Andy Hinchcliffe (DSL) where they discussed the evidence that supported the annual safeguarding monitoring report and had a wider discussion around Safeguarding and Child Protection.

He described a spreadsheet, evidence file and clear documentation supporting the ARM.

The few random, or new, things that required attention had been placed on an action plan following advice for the local authority's safeguarding team.

A brief written report would be sent to the clerk for inclusion with documents for the next FGB meeting in July. The Chair thanked him for his review.

**Paul Wray**

## **7 PERSONAL DEVELOPMENT**

7.01 The Headteacher gave a verbal report describing the school's approach to securing children's positive mental health and wellbeing.

7.01.1 Covid Catch-Up funding was being used to fund Impact North therapy sessions (1.5 days per week) for children identified as having mental health issues since their return to school in March.

This provision included two groups of four children having art therapy for 90 mins one day per week and three children having one to one sessions across the other half day.

7.01.2 In addition, the school's Inclusion team were working with a group of other children (mainly girls), whose decline in mental health had not yet resulted in negative behaviours.

A dip in performance, withdrawal from friends, becoming quiet, expressing thoughts of self-harm or hearing voices were the identifying symptoms.

7.01.3 There were also six children receiving therapy (Lego and art) through the school's Cluster provision in a Covid secure environment in school.

7.01.4 Since there was currently a 9-16 month waiting list for CAMHS (Child and Adolescent Mental Health Services), following a referral from a GP or through Mind Mate, school was currently plugging the gap, as above. It was noted, however, that Impact North now had a waiting list, on which were children at risk of self-harming and/or hearing voices, which was a concern.

CAMHS worked on a triage system and the above children were seen as green or amber cases, and therefore not a priority.

The Deputy Head confirmed that mental health had always been an issue for school but was much worse since Covid.

7.01.5 A number of Year 6 children were in need of support regarding confusion about their gender/sexuality.

## **8 SCHOOL SELF-EVALUATION (SEF)**

8.01 The SEF had not changed.

8.02 The SIP (School Improvement Plan) 2020-2021 was due to be reviewed later this week. (Partial) achievements from June 2020 would be analysed.

The Plan would then be extended to 2022 with additions and deletions included.

This would inform the SEF.

8.03 Both the draft SEF and SIP would be brought to the FGB meeting on 20<sup>th</sup> July.

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## **9 REVIEW AND APPROVE POLICIES**

- Anti-Bullying Policy
- Admission Arrangements Policy
- Acceptable Use of the Internet Policy
- E-Safety and Social Media Policy
- Sun Safety Policy
- Medication in School Policy
- Medical Conditions Policy
- Care and Control Policy

9.01 Copies of the above policies had been circulated to governors prior to the meeting for their information.

The Chair had returned her comments to the Head. In particular, CD requested that the term parent be changed to parent/carer in all the policies.

The Head thought this essential to support the message on posters around school stating that families come in all shapes and sizes.

9.02 A governor queried the statement in the Medications in School Policy that it was governors' responsibility to ensure this was taking place. Whilst confident this was the case, IC agreed to do a virtual visit with the Headteacher to see the systems in place that ensured that medications were administered in a safe and accurate way.

**Head/IC**

The Head briefly described the system in place which included:

- Identification of medicines needed from new starter forms
- Training from school nursing team for class teachers and back-up staff
- Zip lock bags with child's photo, medicine, dosage instructions and table to record times/dates given in either fridge or cupboard adjacent.

9.03 **Resolved**

Governors agreed to adopt the above policies (item 9) subject to the following changes

“parent” changed to “parent/carer”

The office staff would be asked to complete these changes as soon as possible.

**Head**

**10 ANY OTHER URGENT BUSINESS**

10.01 There was no other urgent business

**11 DATE AND TIME OF NEXT MEETING**

11.01 **Thursday 18<sup>th</sup> November 2021 at 5.00 pm**

11.02 The Chair thanked governors for attending and closed the meeting at 6.06 pm