

**HUNSLET CARR PRIMARY SCHOOL GOVERNING BOARD  
PUPIL SUPPORT COMMITTEE**

**Minutes of the meeting held virtually on Thursday 2 May 2024 at 5.00 p.m.**

**PRESENT** Clare Davidson (Chair) Martin Lumb (Head)  
Elisa Whitfield

**IN ATTENDANCE:** Pam Wallis (Clerk, Governor Support Service)

<b>1.00</b>	<b>APOLOGIES AND MEMBERSHIP MATTERS</b>	<b>ACTION</b>
<b>1.01</b>	Apologies were received and accepted from Iain Cunningham, Jon Hairsine and Cllr Paul Wray.	
<b>1.02</b>	During the meeting Iain Cunningham sent an email to the Head with his responses to agenda items.	
<b>2.00</b>	<b>DECLARATIONS OF INTERESTS</b>	
<b>2.01</b>	There were no declarations of interest regarding the agenda.	
<b>3.00</b>	<b>MINUTES OF THE LAST MEETING</b>	
<b>3.01</b>	<b>Resolved:</b> <ul style="list-style-type: none"> <li>• That the minutes of the meeting held on Thursday 9 November 2023 were agreed as an accurate record and</li> <li>• that the Chair was authorised to sign them.</li> </ul>	
<b>4.00</b>	<b>MATTERS ARISING</b>	
<b>4.01</b>	<b>Parent questionnaire (minute 6.01/12.01 refers)</b> Action ongoing. A letter and QR code had been sent to parents for them to access the parent questionnaire but only eight parents had completed it. Governors discussed better results using pen and paper with a raffle ticket attached so would implement this moving forward. To feed back at the FGB meeting.	<b>FGB Agenda</b>
<b>5.00</b>	<b>STRATEGIC OVERSIGHT</b>	
<b>5.01</b>	There were no recent reports from governors.	
<b>5.02</b>	The Chair had arranged a meeting with Donna Bedlow, SEND, but this needed to be re-arranged due to workload.	<b>Chair</b>
<b>5.03</b>	The Chair would arrange to speak with the Head about Pupil Premium and arrange a meeting in school to discuss CLA (Children Looked After) and attendance.	<b>Chair/ Head</b>
<b>6.00</b>	<b>ATTENDANCE, BEHAVIOUR AND ATTITUDES</b>	
<b>6.01</b>	<b>Attendance</b> 'Attendance - Report for Governors 25th April 2024' had been circulated to governors prior to the meeting by Andy Hinchcliffe – Lead Child Protection Officer / Attendance Cover (MAT).	

6.01.1 The Head reported that Andy Hinchcliffe had stated that the strategies were not working with some pupils on 1% attendance and seven pupils being less than 20%.  
Presently attendance was 91% being 89% at the same time last year and expected to rise to 92/93% before the end of the summer term, but lower than the national average.  
Governors discussed the fact that the processes need to restart at the beginning of each academic year.

6.01.2 At a meeting with the Designated Safeguarding Lead, it was clarified that each pupil had individual reasons with strategies, rewards, family support, referrals to the cluster, home visits, minibus collections and where necessary CSWS, not impacting.

6.01.3 The Rainbow Room provision had nine children with 70% attendance and none on reduced timetables, with challenging behaviour and other barriers impeding.

## **6.02 Persistent Absence (PA)**

Persistent absence was one third of the school.

6.02.1 Governors discussed having evidence for strategies implemented and the fact that the Attendance Officer, Monique Bassaue, was on maternity leave and therefore no full-time support in place for a year, she is due back in July.

## **6.03 Behaviour**

'Behaviour Report to Governors April 24' had been circulated to governors prior to the meeting.

6.03.1 Behaviour was good and pupils were settled across school with visitors commending the impeccable behaviour around school and paying attention in class.

6.03.2 All teachers had been given the book, 'When the adults change everything changes' by Paul Dix and the majority had changed their approach however the Teaching Assistants (TAs) had not received these so were being trained in school.  
The Head explained the new system to the governors explaining about the pupils who were not adapting to it.

6.03.3 Governors requested that the Head pass on their appreciation to the staff.

**Head**

## **7.00 SAFEGUARDING**

**7.01** 'Child Protection - Report for Governors 25th April 2024' by Andy Hinchcliffe had been circulated to governors prior to the meeting.

7.01.1 All safeguarding training was up to date with more due in October 2024.

7.01.2 Charlie Sharpe will be joining the safeguarding team.

7.01.3 There had been no significant changes to the policy by the government.

- 7.01.4 The Head relayed information about a group of 14/15 children walking around the area and councillors being contacted who then worked with the police to set up a rapid response team and the group had not been seen since.
- 7.01.5 A letter went to parents from the National Crime Agency about four children being approached on social media by strangers asking for nude photos and two year 6 children being sent images.  
All year 5 and 6 pupils had lessons about strangers sending texts and joining chats and what they should do.
- 7.01.6 **Q.** A governor questioned whether this could be adapted for younger children as many have mobile phones.  
**A.** It was explained that the school were aware that even some children in reception class had a mobile phone and that a bulletin was sent to Heads from the National Crime Agency about children as young as seven being blackmailed, being told that they have access to nude photos.  
The Head explained that the information could be adapted by the PSHE leaders for year 4.  
It was noted that it was also the responsibility of parents to protect and educate their children.  
There would be an update at the FGB meeting.
- 7.02** The Chair informed governors that the ARM would be checked by Cllr Paul Wray, with Andy Hinchcliffe, now the elections were over.
- 7.03** Summer holiday check-ins to support pupils during the school break would continue this year with Andy Hinchcliffe and **Lauren** working two days each to drive the minibus in the area and speak to pupils face to face as well as contacting families by phone.
- 8.00** **STAKEHOLDER ENGAGEMENT**
- 8.01** **Pupils/School Council**  
Feedback from the school council included wanting a book area outside however, the jungle gym had been condemned at the last safety inspection and needed replacing, with a quote received for £10,000 - £12,000.  
The school council were working well and they were pleased to be a recognised voice.
- 8.01.1 **Q.** A governor questioned the visit to the House of Lords.  
**A.** The Head stated that it was arranged for Monday 15 July and train tickets had been booked.
- 8.02** **Staff**  
The one red area for years 4-6 was lower than in December 2023 when there were five and this was linked to the introduction of the new behaviour system.
- 8.02.1 **Q.** A governor questioned the score for wellness being 5.7.  
**A.** Governors were informed that the reason was not clear however the overall score for contentment had increased.

**FGB  
Agenda**

**Cllr PW**

After visiting other schools it was clear that Hunslet Carr is a good school but not always recognised for this.

**8.03 Parents/Carers**

Discussed in agenda item 4.01.

**9.00 SCHOOL FOOD AND MILK**

**9.01**

School meal prices had increased with the last increase absorbed by school and the Resources Committee would need to establish, after end of the budget process, how £2.55, £2.65 or £2.75 for KS2 would impact the carry over amount.

9.01.1

Currently the adult meals were subsidised to £2 and that may need to increase to £3, to be decided by the Resources Committee.

**10.00 SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND)**

**10.01**

As stated in agenda item 5.02 the Chair would arrange a meeting with Donna Bedlow.

10.01.1

There were 82 SEND pupils without EHCPs and only nine with them and schools were awaiting Leeds City Council decision about the changes to funding.  
Presently the school receives £430,000 for SEND however if only those with EHCPs were to be funded then this would impact on salaries for TAs.  
There would also be an impact in the Rainbow Room too as, unlike the provision at New Bewerley, it was not an official resource provision and therefore not externally funded.  
Governors discussed this further and the differences between non-funded and funded provision by the Local Authority.  
Funding would be discussed at the FGB meeting.

10.01.2

It was noted that all SEND pupils get quality first teaching in the classrooms and through the provision and this had been highlighted in the Ofsted report.

**10.02** Governors praised Donna for achieving her SEND qualification.

**11.00 EQUALITIES**

**11.01**

All equality information was published on the website.

**12.00 ANY OTHER URGENT BUSINESS**

**12.01**

There was no other business.

**13.00 DATE AND TIME OF NEXT MEETING**

**13.01**

To be arranged for the next academic year.

The Chair closed the meeting at 6.04pm

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