

**Minutes of the Meeting of
High Park Local Governing Body
Held at 6pm on Tuesday May 18th 2021
Via TEAMS – hosted by Ann Andrew**

Attending: Ann Andrew (AA Principal), Ann McKerchar (AM), Rob Canning (RC) David Sims (DS), Rebecca Barham (RB) In Attendance: Sandra Grice (Clerking Service), Joan Haines (JH Chair of Castle Hill LGB), Sarah Tollemache (ST for Safeguarding Item) and Jane Rawson (JR Finance)

Agenda item		ACTIONS
	<p><u>Documents previously circulated:</u> Minutes of 16.3.21 item 67/20 Principal's Report item 70/20 3-year Budget Forecast item 72/20 and Budget Notes Safeguarding Report item 69/20 Behaviour Report item 69/20 Covid Risk Log May 2021 item 71/20 The meeting started at 18.00.</p>	
64/20	<p>Apologies Apologies were recorded and accepted from Linda O'Neill and Yusuf Rasul. Ann McKerchar acted as Chair for the meeting.</p>	
65/20	<p>Notification of Any Other Business and requests for order variations – None</p>	
66/20	<p>Declarations of Interest for Items on this Agenda – None</p>	
67/20	<p>Minutes of the meeting from 16th March 2021 The minutes were accepted as a correct record. Proposed by AM and seconded by RC</p>	
68/20	<p>Matters Arising It was intended that the video created by ICAT which showcases the three schools would be shown to Governors. It will be uploaded to the website and Governors are requested to view it.</p>	ALL
70/20	<p>Principal's Report – see tabled document AA explained that school is working with families who are not sending their child into school. One LAC is expected to leave school soon. School has 10 leavers this summer. Their places are already filled and school is confident of filling any spare places. There is 87% classroom support staff attendance in school. School will continue with Covid safety measures such as bubbles, hygiene, ventilation masks and social distancing, where possible. Q: (AM) Will the changes between leavers and new starters affect the amount of space within school? Response: School can flex easily to demands. We have a very large Year 7 group next year which will impact when they leave at Year 14. Q: (AM) What/How does school do to convince families to come back into school? Response: We engage with telephone calls, doorstep and transition visits. A gentle staged approach is always used. One student attended a school walk and attendance followed on from that. Robust</p>	

	<p>conversations will begin with one family this week which has not happened before. DS - school is responding to student and family needs and providing support. JH commented that it was lovely to hear that student and family are at the heart of all conversations.</p>	
<p>69/20 *18.20 ST joined the meeting</p>	<p>Safeguarding Report & Safeguarding Discussion re Operation Encompass – to be presented by Sarah Tollemache</p> <p>45 incidents were reported on CPOMs. 35 of those were bodymapped and no significant concerns were raised. There were 2 reports of Domestic Violence. There has been an increase of DV alerts from LA during Covid lockdowns. Only basic information is provided. School became aware of one family via a Social Worker. The LA did not alert school via the usual system until there was a second incident a month later. If other agencies are involved school can contact them for further information. Additional pressures brought on by Covid have increased incidents e.g losing their job, increased alcohol intake, one incident of violence from son to mum, sibling to sibling. 2 families approached Domestic Violence helpline for support and they have received Early help support. Q: AM expressed concern that there is a safeguarding concern regarding the family when school was not informed of the initial incident. What can be done? Response: ST raised a concern when the second alert came through. The family is receiving support and the situation is changing. Q: RB – are parents aware that they can speak to school about DV or Safeguarding concerns? Response: Information is available to families including how to get emergency support e.g. tapping their phone once they have called 999 if they cannot talk. Occasionally families inform school at wellbeing meetings. Some people prefer to talk face to face. Parents are coming into school now and connections are being re-established. Due to pressures of Covid two pupils have begun to self-harm. Lack of respite and limited activities via their direct payment worker have exacerbated the situation. Both are now receiving Mental Health support. Q: (RB) Is there any training available to staff to recognise signs of self-harm? Response: (ST) No but this will be addressed in future in-school Safeguarding training. * AM thanked Sarah for her report.</p>	
<p>*18.38 ST left the meeting</p>		
<p>70/20</p>	<p>Principal's Report continued</p> <p>Some staff who did not want vaccinations initially have now been vaccinated. Staff have been reminded and encouraged to continue doing Lateral Flow Tests twice weekly.</p> <p>The increase in physical activity throughout school is being promoted. DS expressed concern that some families have not been able to link improved mental health with physical exercise and healthy eating. AA will emphasise the links in the Newsletter that is going out this week.</p> <p>Q: AM Is the PERMA model related to positive wellbeing? Response: Yes, the Educational Psychology team provided it to all schools. There were 5 pre-recorded sessions which were shared within base teams and gave staff an opportunity to talk. RB stated that some</p>	<p>AA</p>

	<p>staff did not want to re-visit the situation which was not expected. It was a hard balance and was adapted within school. Q: Can a PICA Box and Oral Motor box be displayed at the next meeting? Response: AA will ask Alex to attend the next meeting if possible.</p> <p>AA stated that some children have made exceptional progress which is life-changing and this needs celebrating. Some staff have been incredibly resilient and have stepped up, engaged and have become empowered by their experience.</p> <p>There is a new CAMHS team in Bradford - Learning Disability and Trauma Informed Care for adolescents. This recognises the long-term impact of trauma on children with learning disabilities. It has attracted top quality staffing and it is focused on older children (14-19). School may refer some pupils. The Team will deliver some training in school relating to trauma informed care relating to attachment and autism. The offer is very significant for High Park. DS highlighted the work of the school to ensure that school is included. The team includes a psychologist, a teacher, an occupational therapist and a speech and language therapist which is a comprehensive group of experts. JH thanked DS for ensuring this multi-agency package worked with High Park. She also stated that she was impressed with some of the Covid catch up work. AA stated that staff wellbeing throughout the lockdown periods were difficult and it was not clear who in school would come through it, but staff are doing well.</p> <p>Q: DS questioned the use of prone restraint. How are they escalated and who is informed of their use? Response: AA Linda O'Neill is informed immediately and the LA. They have happened with one pupil where other physical restraint is not possible because of his response. They were quickly recovered from. Although it sounds alarming the pupil is not restrained for long (Approx two and a half minutes)/ Q: RB does that mean staff have advanced training? Are all staff trained to an advanced level? Response: it is a core team of people – the Calm Team are called. It can be quite dramatic as lower level restrain is not used. It is within the pupil's positive behaviour support plan.</p> <p>Immunisations took place this week. 10 of 12 pupils received their immunisations. There has been a lot of preparation (daily & twice weekly preparations). Pupils do not like it but they tolerate it and this helps to keep them safe. AM thanked school for their perseverance.</p> <p>There is a community sponsored walk from school on July 3rd. Three walks from 5k, 10k and 20k will be undertaken. Families will be invited to take part which will hopefully help them feel more connected to the school again.</p>	AA to invite
72/20	<p>Finance Report presented by School Business Manager Jane Rawson</p> <p>There are some assumptions around pupil numbers and pupil bandings. Expenditure – there is a 1.5% pay increase included in the figures as we expect that there will be a change despite the fact a pay freeze has been</p>	

<p>*JR left the meeting at 19.12</p>	<p>announced. There is an in-year deficit because there are some funding issues for some pupils which has been ongoing for some years. School is working with LA to increase the funding for some pupils. It is very time consuming. The Directors have agreed the in-year deficit budget and know that school is working hard to have pupils' funding reassessed. This impacts on the money available for other resources e.g. IT resources will need to be replaced in coming years. Q: AM is funding backdated? Response: New assessments are no longer backdated and because High Park is a small school this impacts more severely on the budget. Q: DS Is there any work being carried out within the Trust to compare Local Authorities and their responses? Response: All LA's are drastically different, and Kirklees are more generous. Q: (DS) Have we ever, would we ever, wait for re-banding before we accept a pupil? Response: AA We cannot refuse pupils on grounds of funding and the process takes weeks/months. ICAT Directors are very supportive of High Park. * The Chair thanked Jane for her report.</p>	
<p>71/20</p>	<p>Covid Risk Log The status of some risks has changed from Red to Amber and this will be closely monitored if the Indian Variant increases infections in the city. Procedures will remain in place. DS was pleased that we have discussed risk thoroughly within these meetings and that we have the correct items on our Covid Risk Log.</p> <p>6 new teaching assistants have been appointed and there is an internal advert for some more to fill the staffing gaps. There have been some good supply staff who will hopefully join the school team.</p>	
<p>73/20</p>	<p>Early Career Teachers – new arrangements All newly qualified teachers will be given two years support (rather than one year). They will be called Early Career Teachers and there will be additional financial governmental support. The first year will include 20% planning, preparation, assessment and professional development time and the second year it will be 15% and they will have a mentor in school, plus an induction tutor. There will be 2 formal assessment points over 2 years. From September it has been strongly recommended that school “buy in” support from Teaching School Hubs. The school will offer similar support for the NQT that we currently have in school.</p>	
<p>74/20</p>	<p>Governor Matters including visits and training AM has been in school to audit the Single Central Record. The outdoor fitness suite at Meadows has been risk assessed and each pupil has their own RA. A lack of respite care during lockdown has created some behavioural challenges but as a new normal is established these behavioural issues should dissipate. Training has been impacted because of lack of face to face contact. There are 15 AQA core units now taught to Post 16 students- which will be shared with parents</p>	

	<p>AM will be in school on May 20th and will talk with pupils and record their observations as a “Student Voice” session.</p> <p>There is close behaviour tracking which helps staff reflect on the triggers to behaviour and how more bespoke experiences and support can be created for pupils. AA informed the meeting that TeamTeach Tutors have worked with base teams to ensure that each pupil has personal support.</p> <p>DS will arrange for a one of his clinics to be delivered in school.</p> <p>RB will also arrange to visit school.</p>	
75/20	<p>Policy Review</p> <p>The following policies have been circulated and were approved by the Meeting. Safe Touch Visitor Policy, Administrating Medication, Wellbeing, Health and Safety. LON will sign.</p>	
76/20	<p>Any Other Business referred from item 65/20 above - None</p>	
77/20	<p><u>Date of Next Meeting Tuesday July 6th 2021 at 6pm IN SCHOOL if Covid Restrictions allow.</u></p>	
<p>The meeting closed at 19.32. There was no further business brought to the meeting. The Chair closed the meeting and thanked Staff, Governors and the Clerk for their attendance.</p>		