Minutes of the Meeting of

High Park Local Governing Body

Held at 6pm on Tuesday January 21st January 2021

Via TEAMS – hosted by Ann Andrew

Attending: Ann Andrew (AA Principal), Linda O'Neill (LON Chair) Yusuf Rasul (YR), Ann McKerchar (AM), Rob Canning (RC) David Sims (DS)
In Attendance: Sandra Grice (Clerking Service), Chris Fairbrother (CF) for Behaviour Report
The meeting started at 18.00.

Agenda item	Documents previously circulated: • Minutes of 24.11.20 item 39/20 • Principal's Report item 42/20 • Pupil Progress Analysis November 2020 item 41/20 • Safeguarding Report item 43/20 • Behaviour Report item 41/20 • Covid Risk Log January 2021 item 44/20	ACTIONS
36/20	**Apologies** Apologies were recorded and accepted from Rob Canning. Jayne Taylor has resigned from the Board.	
37/20	**Notification of Any Other Business and requests for order variations –** None	
38/20	**Declarations of Interest for Items on this Agenda –** None	
39/20	**Minutes of the meeting from 24th November 2020** The minutes were accepted as a correct record with the following amendments: Item 30/20 AM was identified to take action however this is Sarah Tolllemarche's area of responsibility. Item 31/20 AM was identified to take action however this is AA's area of responsibility. Proposed by LON and seconded by AM	
40/20	**Matters Arising** There were no matters arising.	
42/20	**Principal's Report** AA circulated an email with the relevant reports which detailed that there are 14 members of staff with Covid at the moment, with 53 members of staff and 47 pupils self-isolating. The first two weeks of term have been extremely challenging. AA has daily conversations with PHE and the LA team. It has been impossible to identify the source of the outbreak. However, one member who was leaving school early as they felt unwell spoke to 2 others in the car park and they have all tested	

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	positive. This could have been prevented and there will be a discussion regarding social distancing when they return to school. All of school's pupils are classed as vulnerable and staffing has been problematical. Many are from multi-generational households which is a further concern. However, families are being very supportive of school and the current situation. Primary and Secondary staff rooms are in operation and the Base Team is a protected bubble. Oak Base will be closed until 25/1/21. The CALM Team have been identified as high risk. **Q: LON asked how staff inform school of illness and what proof is provided? Response AA: Staff verbally report they are either symptomatic or have had a positive test result. LON explained that this was raised at the ICAT Board meeting and she was not suggesting any untoward reports but wanted to raise the issue.** **Q: Is there nervousness amongst staff that may make them over anxious regarding potential symptoms or being in school? Response: AA – yes. There are some nervous staff however she is satisfied that all staff absence is genuine.** **DS re-iterated the need for staff to be cautious rather than relaxed about feeling unwell as the new variant is spreading rapidly.** **YR highlighted that Stress is a valid reason for not being in school and mutual trust is paramount.** **AA stated that a culture of trust, integrity, openness is cultivated in school.** It has been difficult to manage as the source has not been identified. Some staff have begun wearing a face covering which is against advice as this can cause anxiety for pupils. However, if it enables a member of staff to work more easily it is being accepted for now. It will be regularly reviewed. None of the pupils have shown any anxiety. They are fabric masks. AA also highlighted that some staff are still on a phased return following Covid in October. The after effects are very evident and long lasting for some. AA reported that the SLT is working exceptionally hard to support anxiety and managing Covid. There are "end of day" daily meetings when staff are encouraged to discuss how they are feeling. This is difficult for some staff but it is important to be open and to identify anything that can be improved upon. AA praised Hannah's management of the pupil rotas and contacting parents. The wellbeing calls are being shared amongst staff. **AM thanked school for their wellbeing calls which are very welcome, helpful and make her feel well cared for.** AA reported there are only 24 pupils not in school. Most families want their children to come into school. Their requests are being accommodated as much as possible. Many supportive messages have been received from families**. DS was pleased to hear that decisions have been made on home settings rather than Covid risk. DS expressed concern that staff should look after themselves and each other. Many people are working 15-20% more than usual and it is not possible to sustain this over a long period.**	
41/20	**An overview of the current impact of Covid-19 on Behaviour – presented by Chris Fairbrother – refer to Behaviour Report**	

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CF joined the meeting at 6.30pm	CF reported that the change to an online reporting system in September 2020 proved to be a difficult week but the rewards from it have been plentiful. The Covid Lockdown from March to September meant that some pupils displayed more challenging behaviour as a consequence. DS stated that online reporting was very easy to follow and this year's data will provide a baseline for future years. It will also be easy to compare term by term data.CF informed the Governors that reports can be created to show patterns of behaviour by child, day, time and type of injury e.g. there was an increase in biting at the beginning of Autumn One and this was attributed to the stresses related to restarting school and new patterns. AA praised CF's work and the success of rolling out from the pilot at the end of the last academic year. It is a brilliant tool and gives real time alerts to the Behaviour Team. **Q: LON has this system been shared with other Principals? Response: AA – not yet but it will be at some stage. DS stated that this system provides excellent data and can be used to predict risk.** **AA thanked CF for his presentation. AA reminded the Governors that this project grew from an idea that CF has developed. He has also delivered training to other members of the team regarding this project.**	
42/20	**Principal's Report continued** **AA** went through the staffing situation which is very fluid because of the current infection rates within school. **AM agreed to thank Derek Potts, school site manager who is retiring on 20th March to thank him for his work within school.** His resignation letter stated that "sometimes interaction between the staff and children takes your breath away". Interviews are under way for a replacement. The impact of the lack of respite care remains an ongoing concern for staff and families. The role of a PA is not an acceptable long term solution as there is no back up if the PA has to self-isolate etc Post 16 - The Social Enterprise has been successful and it is satisfying for everyone that items have been bought. They have raised £421.50. They are looking at setting up an online shop. This is an excellent example of pupil progress. **Q: DS queried whether children who are not making sufficient progress have positive behaviour plans to support their personal development? Response: AA – Yes – all children are supported and have a personal profile.** AA to bring some examples of Personal Profiles to the next meeting. This will demonstrate "stretch" as well as fundamental support. **DS thanked all staff for providing great summaries for all children. He thanked the SLT for driving this approach and with the teaching team for delivering.** All Home Learning is bespoke and resources are being delivered regularly which can vary from a Sleep Spray to a laminated individual timetable so that children can familiarise themselves with what activities	AM AA

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	are coming up in the week. There is a constant conversation with families. **Q: How is Passenger Transport managing the situation with school closures etc Response: AA PTS have been fantastic in their support of our children. They have been very helpful and collaborative in their approach.**	
43/20	**Safeguarding Report** The Single Central Record and S175 audit have been completed and signed off by LON. A fire evacuation happened whilst on site which was well executed. There was a query whether wellbeing calls could be tracked however, AA explained there were too many to record. AA will bring an example of some of a pupil's Wellbeing Tracking document to the next meeting. There were no further questions regarding the Safeguarding report.	AA Clerk – Agenda item
44/20	**Covid Risk Log** The Risk Log was discussed and it was helpful and provided clarity to the Certain risk when staffing levels are reduced. There is daily change at the moment. **YR highlighted that he was concerned there are some wellbeing concerns re members of staff. All staff are going the extra mile and there has been a heroic effort but is this sustainable? AA it is a concern and the longevity of Covid symptoms for some is of great concern. YR: What is the breaking point? And are we near it? Response: It is not possible to predict a breaking point. The DAP Training Day will be dedicated to wellbeing with a motivational speaker rather than skill development.** It will take a long time for school to recover with impact spilling into 2022. Phased returns for some staff may also create additional pressure. Staff wellbeing will remain an important part of the Principal's Report and Governors will be regularly updated.	
45/20	**Governor Matters** There have not been any visits because of the current situation. LON stated that she is not receiving information from SGS re training opportunities or updates. Clerk to identify the problem and remedy.	**Clerk**
46/20	**Policy Review – No documents**	
47/20	**Any Other Business referred from item 37/20 above** AA informed the meeting that the Budget shows a carry forward of £212,910. The financial year runs from September until August. LON reported that the Trust feels we manage our budget well and have clear spending plans. This carry forward figure will enable school to carry out some repair works. Work has already begun on replacing radiator covers to prevent "posting" which can be a regular occurrence. LON also reported that CEO Amanda Costello is impressed with how schools are pulling together during this crisis. It was agreed to invite Amanda to the next LGB.	AA to invite
35/20	**Date of Next Meeting Tuesday March 16th 2021 at 6pm**	
The meeting closed at 19.35. There was no further business brought to the meeting. The Chair closed the meeting and thanked Staff, Governors and the Clerk for their attendance.		

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