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MEETING 127– PART 1 - MINUTES of Full Governing Board Meeting 5th of December 2024

Attendee	Initials	Arrival / Departure	Attendee	Initials	Arrival / Departure
Amanda Burrows	AB	17:15PM-18:55PM	Lorraine Ovey	LO	17:15PM-18:55PM
Jennie Harvey	JH	17:15PM-18:55PM	Craig Banyard	CB	17:15PM-18:55PM
Martin Bevan	MB	17:15PM-19:15PM	Katherine Horder	KH	17:15PM-18:55PM
Ben Mitchell	BM	17:15PM-18:55PM	Jenni Sellick	JS	17:15PM-18:55PM
Jo Worsey	JW	17:15PM-18:55PM	Lauren Haydock	LH	17:15PM-19:15PM
Apologies	Initials	Reason	Apologies	Initials	Reason

FOCUS		
	<ul style="list-style-type: none"> Ensuring clarity of vision, ethos, and strategic direction Holding the Headteacher to account for educational performance of the school and its students Overseeing the financial performance of the school and making sure its money is well spent 	
127.329	Apologies	No apologies, all governors in attendance.
127.330	Declaration Pecuniary/non- pecuniary interest	No declarations of interest.
127.331	Minutes	Minutes approved, unanimous vote. AB to sign off minutes in January 2025 as LH was minute taking via TEAMS.
127.332	GDPR	<p>JH updates all governors about the GDPR breach at the school recently</p> <p>Someone gained unauthorised access to the school's system and sent threats to JH. This was reported as a crime to the police, the DPO supported the school, and the school followed all recommendations. Then school now has two factor authentication in place for staff to log in to their accounts. The investigations remain ongoing by the police cyber investigation team.</p>

		<p>AB gives thanks to JH and the SLT for everything they had to deal with, especially during the half term break. JH thanks AB for her support in the incident.</p> <p>AB reminds governors if anyone asks about the incident the information is highly confidential and is not to be shared. BM says gives the school a chance to relook at some policies.</p> <p>AB thanks all involved and wants to pass her thanks specifically to SM and AR.</p>
127.333	<u>Premises, Health & Safety</u>	<p>MB makes all governors aware he has signed off the Team Teach file, and he is happy with it.</p> <p>MB met with Paul today and no real major issues. MB met with Warrick Gibbins, DT/MVS lead teacher, because he is starting the risk assessment and other things he is going to have a look at so MB will keep in contact.</p> <p>Once all risk assessments are done James, our LA H&S adviser, will come and do an audit. JH says Warrick only works Wednesday and Thursdays. MB says Paul has done an amazing job with the motor vehicle shed. AB suggest all governors view the vehicle shed at 5pm before the next governor meeting.</p>
127.334	Safeguarding	<p>All Governors have signed off that they have read Part 2 of KCSiE for September 2024.</p>
127.335	Finance	<p>Finance- Nothing to report this month</p>

1257.336	School Development Plan	<p>JH speaks to all governors about the SDP for 24-25.</p> <p>JH makes governors aware the schools attendance percentage is overall in line with other schools. If pupils have a medical appointment due to their geographical location it results in them having the whole day off school.</p> <p>JH continues to speak through the document. SDP is a similar layout to last year.</p> <p>AB asks how JH will measure the impact of personal development plan. JH says they will scrutinize data on students to measure interventions.</p> <p>JH thinks it would be good to show governors the process. KN to be invited to come and present.</p> <p>LO tells governors how the teachers will create a class THRIVE action plan with the team going through every individual student within the class.</p> <p>JH makes everyone aware the uniform policy has been very positive, and the school has been using pupil premium to buy supplies to implement it if needed.</p> <p>AB asks "How many middle leaders there are?". JH responds, "There are four." AB asks if they would do a presentation to governors at some point next year. JH responds "Yes, that would be a great idea."</p> <p>JH wants to focus on redeveloping the unit where the youngest students are. They will be engaging with architects about redesigning the space. Come Jan 25 there will be 22 students in this unit (years 1-3), making the provision more suitable for the number of children.</p> <p>AB asks if governors have any questions. No questions from governors. AB thanks JH for her work on the SDP. JH would like to share the next years SDP earlier in the year to Governors next academic year (October 25)</p>
127.337	HT Report	<p>AB makes governors aware this will be in the January Agenda.</p>
127.338	GDP	<p>AB shares a visioning exercise with the governors with 3 different statements. Governors discuss them in pairs.</p> <p>JH shares her view and thinks the third statement in the document is the one she favours. Governors amend the statement to fit all ideas. AB will add this to the top of the governor visit forms so all governors will be reminded the ethos of the statement, and everyone is working to the same.</p> <p>ACTION- Maria to add the new statement to the website</p>

127.339	<u>Policies</u>	<p>AB speaks over the new format of the policies spreadsheet and the process.</p> <p>AB asks JH "Does the new process work?" JH responds "Yes as all polices go through SLT and are discussed in a meeting."</p> <p>Pay policy- Approved, unanimous vote Uniform- Approved, unanimous vote SEND policy- Approved, unanimous vote SEND information report- Approved, unanimous vote</p> <p>ACTION- AB to finish spreadsheet and assign names- Completed</p>
127.340	<u>Governors Business</u>	<p>Governors were really pleased after viewing Ocean Cottage and feel it will be a valuable to students in the preparation for adulthood.</p> <p>AB gives governors an update on the SPT, JH also contributes to the discussion. JH has asked all staff again if they have any questions. There have been no further queries from staff or parents.</p> <p>The school must make their application for funding for academisation before the 1st of January 2025 to enable the school to access specific grants, so the application has been submitted. AB signed it off but wanted to make governors aware this does not commit the school to the process still at this stage. JH presented their application to the Regional Director. JH relates to the date breach and how there is no support there for heads, if the school was part of the trust, she would have had much more support than the LA gave.</p> <p>AB shared when she completed her finance visit AR spoke about spending the carry forward before academizing, in case this is swallowed in the transition.</p> <p>No other questions from governors.</p> <p>15th of January live webinar, JW, JS, KH. ACTION-JW will be looking into booking webinar training for herself, JS and KH. ACTION-JH to speak to staff to see if they can secure a room for the time of the training.</p> <p>AB updates governors on JE, unfortunately JE's work pattern has now changed, and he unfortunately cannot fulfil the role.</p> <p>AB has written to the local church vicar, (Selina). There has been a response but no interest in the vacancies. AB received an email from a potential new governor from a third-party site and</p>

		<p>will update governors once an initial conversation has taken place.</p> <p>AB asks governors to make sure they get a portfolio visit in before the end of term if possible.</p>
127.341	<u>Effective Governance</u>	<p>AB asks governors what difference this meeting has made to Lampard.</p> <p>The governors now have a vision of the school and a great GDP. AB thinks it's good to be in tune with the SDP and to be ready for the future.</p> <p>MB speaks and says some governors have already gone through Ofsted, new governors haven't would it be worth having half hour talk about this in a meeting next year to discuss the process and questions that are likely to arise. JH says the next inspection will likely be in 2027 so plenty of time for preparation.</p> <p>AB wishes all the governors a merry Christmas and a happy new year.</p> <p>Part 1 of meeting closed at 18:55</p>