



**Pennine View School Local Governing Body
Safeguarding, Leadership & Management
Thursday 12th December 2019 at 09:30
Pennine View School**

Those Present:		
Sarah Mulhall	Headteacher	SM
Elise Bowen	Teacher Governor	EB
Carole Lawrie	Parent Governor (Vice Chair)	CL
Sally Macdonald	Governor	SM
Kelly-Ann Robinson	Parent Governor	KAR
Chris Rowse	Governor – T&L Link Governor	CR
Also Present:		
Warren Carratt	Nexus MAT CEO (Acting Chair 12/12/19)	CEO
Emma Sheedy	Nexus MAT Clerk	ES
Heather Partington	Deputy Head & DSL	HP
Apologies:		
Wendy Wheldon	Governor – Chair	WW
Naveen Judah	Governor	NJ
Sally Wylde	Staff Governor (Maternity Leave)	SW
No Apologies:		

1. APOLOGIES FOR ABSENCE	Actions
<p>1.1. To receive apologies for absence</p> <p>Apologies were received from NJ, SW (maternity leave) and WW.</p> <p>In WW's absence, CEO invited CL to Chair the meeting but it was agreed CEO would and holds no voting rights.</p>	
<p>1.2. To accept apologies for absence</p> <p>Apologies were accepted from NJ, SW and WW.</p>	
2. ITEMS OF URGENT BUSINESS	
<p>2.1. Chair to determine any items of urgent business</p> <p>The following items of urgent business were determined:</p> <p>2.1.1. SLT Update</p>	
3. DECLARATION OF INTERESTS	
<p>3.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda</p> <p>There were no declarations received.</p> <p>CEO explained Governors were not being asked to make a decision regarding agenda item 6.10. and the document had been suitably anonymised, therefore there were no pecuniary interests.</p>	
4. PENNINE VIEW LOCAL GOVERNING BODY MINUTES	
<p>4.1. To approve the minutes of the following meeting:</p> <p>The minutes of the meeting held on 17th October 2019 were approved as a correct record with no amendments.</p>	
<p>4.2. Review of Action Tracker</p> <p>The outstanding actions on the tracker were reviewed and updated.</p>	
<p>4.3. Matters arising from the Minutes</p> <p>None.</p>	
5. POLICIES	
<p>5.1. Policies for Review</p> <p>5.1.1. The E-Safety Policy was tabled and accepted with an amendment to the Keeping Children Safe in Education date. ACTION: SM to amend the E-Safety Policy.</p>	<p>SM 06/02/20</p>
<p>5.2. New Policies</p> <p>5.2.1. The Fire Safety and Anti-Arson Policy was tabled and agreed by Governors.</p> <p>5.2.2. The Lettings Policy was tabled and agreed by Governors.</p>	

<p>ACTION: SM to forward all agreed policies to Ian Burns at Central HQ for website upload.</p>	<p>SM 06/02/20</p>
<p>6. ITEMS TO BE CONSIDERED</p>	
<p>6.1. Headteacher Report</p> <p>Governors had received the Headteacher Report in advance of the meeting, which SM overviewed. Discussion and challenge was as follows:</p> <p>A Governor queried what School’s previous judgement was for Leadership & Management and SM advised it was four - Inadequate but was now two – Good.</p> <p>A Governor asked if Chris Evans still comes into School and SM advised he did not.</p> <p>CEO asked if Gaynor Black would be expected to pick up the role of Deputy DSL immediately and SM explained she would review arrangements when GB arrives.</p> <p>There was a discussion regarding Safeguarding Boards being dis-established, which have been replaced with Safeguarding Partnerships with the key statutory partners being Police and Health.</p> <p>CR shared with Governors a verbal update following his recent meeting with the Oracy 21 Lead, explaining the positive impact this is having and improvements seen. CR intends to visit again to observe a classroom delivery. The Staff Governor reiterated the positive impact the programme is making.</p> <p>CEO asked for more information regarding ‘paired partners’ on Page 5 and SM provided an overview.</p> <p>SM provided an overview regarding the Inspection Coach Tool and its outputs.</p> <p>SM provided Governors with an update regarding the Commando Jo Chef Workshop, which was extremely positive. Upper School pupils had also taken part in an Enterprise Challenge run by Grenade Protein Bars. The winners will be meeting with the Young Apprentice and go forward to another competition in London.</p> <p>CEO asked if DWP have any involvement with the Careers Fair and queried if this would be helpful and SM provided information regarding DWP ‘job coaching’ which is part of their curriculum.</p> <p>ACTION: SM to explore how/if DWP could assist with Careers.</p> <p>The monitoring and tracking attendance system was overviewed, which is well supported by the EWO on a regular basis. CEO queried school issuing three EPN’s and SM apologised for her error and advised this should read, ‘The school has referred three EPN’s in respect of holidays taken within school time’. Attendance is currently 91.9%, which is good considering all the recent bugs/viruses.</p> <p>Governors were urged to attend the Upper School and Lower School assemblies on a Wednesday morning at 9.30 a.m. and 11.05 a.m. respectively.</p> <p>The Police have been assisting with school damage and will be delivering a talk to pupils after Christmas. HP has been working with Abbey School regarding how they</p>	<p>SM 06/02/20</p>

<p>manage school damage, which is via restorative justice and this is proving effective.</p> <p>Governors were invited to the House Team Christmas Quiz.</p> <p>CEO shared with Governors that Kelford Student Council have recently adopted a House of Parliament approach and SM noted this.</p>	
<p>6.2. Safeguarding Report</p> <p>The Safeguarding Report had been shared with Governors in advance of the meeting, which was overviewed by HP and discussion/challenge was as follows:</p> <p>HP advised that since the report had been shared, SM had undertaken training. SM advised she has been unable to identify any courses for Signs of Safety.</p> <p>Section 6 was overviewed and HP explained she believes the high number of records of concern completed by Staff is because they are vigilant and pro-active. Governors were advised of the outcomes of referrals known by verbal update.</p> <p>CEO queried why only seven Early Help Meetings Attended and HP advised there are less meetings opposed to School attending fewer meetings.</p> <p>HP provided an overview regarding a Section 11 Self-Assessment Audit from Lisa Suter and explained this will be expanded on further.</p> <p>There was a discussion with Governors to establish if they would like to continue training and it was agreed Governors would like Oracy 21 training. ACTION: SM to arrange for the Oracy 21 Lead to attend for 30 minutes training, following the next LGB on 06/02/20.</p> <p>[HP left the meeting at 10:45]</p>	<p>SM 06/02/20</p>
<p>6.3. Safeguarding Link Governor Report/Update</p> <p>Not provided.</p>	
<p>6.4. Community Voice Report</p> <p>SM provided an overview of the Community Voice Report and explained the uptake for the Parent/Carer survey was very low/disappointing and this needs to be further explored. CEO suggested undertaking this at Annual Reviews when attendance is usually high. It was agreed this should be repeated electronically in the Spring and if no improvement, SM will then consider aligning with Annual Reviews.</p> <p>SM spoke positively about the kindness and efforts of pupils following the recent floods and advised Governors she would write letters of thanks and praise.</p> <p>CEO asked how School share positivity from Parents and SM advised she was already dealing with this.</p>	
<p>6.5. Health & Safety Report</p> <p>[Lynda Billard joined the meeting at 11:02]</p> <p>LB provided an overview of the Health & Safety Report.</p>	

<p>CEO queried if the three people attending Moving and Handling training was for a particular pupil and LB confirmed it was.</p>	
<p>6.6. Competent Person Audit & Action Plan</p> <p>The Competent Person Audit & Action Plan completed by ProActive was acknowledged by Governors and overviewed by LB.</p>	
<p>6.7. Budget Monitoring</p> <p>The Budget Monitoring Report was tabled and overviewed by CEO, with input from LB and SM.</p>	
<p>6.8. Finance Link Governor Report/Update</p> <p>SM and CEO commented that Governors can be confident that the Finance Link Governor has been diligent and extremely involved with budgets.</p>	
<p>6.9. SIP/SEF Update School</p> <p>The SIP/SEF were tabled for information only.</p> <p>CEO asked SM to amend the SEF and update governance dates as follows under Significant Developments since the last inspection: add September 2017 to Members appointed to form new Local Governing Body and amend the date for New Chair of Governors in place Spring 2019.</p> <p>ACTION: SM to update governance dates on the SEF.</p>	<p>SM Completed</p>
<p>6.10. Teacher Pay and Appraisal Review</p> <p>The Teacher Pay Review was tabled for Governors information and signed by CEO.</p> <p>A Governor queried why one Teacher chose not to transition to UPS and CEO explained about additional duties.</p>	
<p>6.11. Proposed New Governor – Andy Clayton</p> <p>SM provided Governors with an overview of Andy Clayton.</p> <p>The Vice Chair proposed Andy Clayton as a new Governor and there was a unanimous vote. Andy Clayton was appointed.</p> <p>SM commented she was looking to appoint another Parent Governor and CR recommended liaising firstly with the three parents involved with the Assistant Headteacher meeting's.</p> <p>ACTION: SM to explore appointing a new Parent Governor.</p>	<p>SM 06/02/20</p>
<p>6.12. Chair/CEO Verbal Update of Key Issues from Trust Board of Directors</p> <p>CEO advised that Heatherwood School converted on 1st November. Coppice School converted on 1st December, which takes the Trust to seven academies with two schools in pre-opening. Becton and North Ridge Schools are due to convert early 2020.</p> <p>CEO advised the Trusts Annual Accounts will be published by 31st December.</p> <p>The Leadership Summit was well attended and extremely positive. The next takes place on 9th June 2020 at Craggs Community School.</p>	
<p>7. GOVERNANCE MATTERS</p>	
<p>7.1. Governors to complete Activity Log</p>	

Completed.	
8. ANY OTHER URGENT BUSINESS	
8.1. To consider any other urgent business agreed by the Chair	
8.1.1. General changes to SLT were shared with Governors.	
9. CONFIDENTIALITY & RISK	
9.1. To consider the confidentiality of any items discussed during the meeting	
None	
9.2. To consider any areas of risk discussed during the meeting	
None.	
10. DATES OF NEXT MEETING	

Thursday 6 th February 2020	09:30 – 11:30	Pennine View School	Teaching, Learning & Wellbeing
Thursday 26 th March 2020	09:30 – 11:30	Pennine View School	Safeguarding, Leadership & Management
Thursday 14 th May 2020	09:30 – 11:30	Pennine View School	Teaching, Learning & Wellbeing
Tuesday 9 th June 2020	16:00 – 19:00	Crags Community School	Leadership Summit
Thursday 2 nd July 2020	09:30 – 11:30	Pennine View School	Safeguarding, Leadership & Management

Minutes approved

CHAIR	SIGNATURE	DATE
Wendy Wheldon		06/02/20