



**Pennine View School Local Governing Body
Business Meeting
Thursday 30th June 2022 at 09:30
Pennine View**

Those Present:		
Sarah Mulhall	Headteacher	SM
Emma Heyes	Chair/Safeguarding Link Governor	EH
Natasha Ellison	Staff Governor	NE
Sally Macdonald (via MS Teams)	Governor – Transitions Link Governor	SMa
Catherine McLaughlin	Governor	CM
Chris Rowse	Governor – T&L Link Governor	CR
Also Present:		
Warren Carratt	CEO	CEO
Neil Davies	Guest/Observer	ND
Apologies:		
Carole Lawrie	Parent Governor – Wellbeing Link Governor	CL
Kirsty Waddington	Parent Governor	KW
No Apologies:		
Kelly-Ann Robinson	Parent Governor – Wellbeing Link Governor	KAR

1. APOLOGIES FOR ABSENCE	Actions
<p>1.1. To receive apologies for absence</p> <p>Apologies were received for CL.</p> <p>No apologies were received from KAR. SM will follow up with KAR to see if she wishes to continue as a parent governor, given she hasn't attended a number of meetings this year.</p>	
<p>1.2. To accept apologies for absence</p> <p>Apologies were accepted for CL.</p>	
2. OUTSTANDING ACHIEVEMENT AWARDS	
<p>2.1. Presentation to Staff Nominee(s)</p> <p>SM talked through the nominations and explained that, due to the volume, she hasn't asked staff to attend the meeting and will present the awards in a staff meeting.</p>	
3. ITEMS OF URGENT BUSINESS	
<p>3.1. Chair to determine any items of urgent business</p> <p>3.2. Sally Wylde – Schools Support Staff Governor Representative</p> <p>SW has been appointed as non-teaching staff governor.</p>	
4. DECLARATION OF INTERESTS	
<p>4.1. 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>	
5. PENNINE VIEW SCHOOL LOCAL GOVERNING BODY MINUTES	
<p>5.1. To approve the minutes of the following meeting:</p> <p>The minutes of the meeting held 12th May 2022 were approved as a true record with no amendments.</p>	
<p>5.2. Review of Action Tracker</p> <p>The outstanding actions on the tracker were reviewed and updated.</p>	
<p>5.3. Matters arising from the Minutes</p> <p>There were no matters arising.</p>	
6. ITEMS TO BE CONSIDERED	
<p>6.1. Headteacher Report</p>	

SM talked through the report and highlighted how things have progressed since the report was written.

SM felt the external reviews commissioned by the Trust this year have had a really positive impact on the school, affirming progress made and helping shape further improvement priorities.

SM reflected on the governor development days this year, and SM will ensure one is scheduled for the autumn term.

SM feels that school is settling back down in term of absence, with attendance of staff and pupils much improved. Routine absence meetings are taking place with the Trust's HR service.

There is one final INSET day on 15 July, for teachers, which is a transitional INSET day. The outreach team will also meet with teachers to share information about new pupils joining the school roll. CR asked are staff joining in September are invited to this, and SM confirmed they are.

EH asked where pupil feedback is captured: SM explained this is collated and shared with all staff.

SM reminded governors that the focus has been on reading and phonics this year, to embed the new Systematic Synthetic Phonics (SSP) programme, All Aboard Phonics. Craig Roberts is also working with the SSP author to develop a 13-18 phonics model. SM explained why this was necessary. SM is also increasing the resource range next year to support phonics in school. SM gave some examples of the progress some pupils have made.

SM praised Heather Partington as curriculum lead for her work with subject leads. Medium term planning is currently being updated to ensure prior learning is routinely consolidated and built upon, with clear sequencing.

SM stated that pupil voice is captured by teachers in the table on page 11.

SM explained that teachers are currently providing progress data updates to leaders. The school did report low levels of progress in the autumn, due to the impact of COVID and the absence of time to catch up. OfSTED won't review data, but this allows leaders to hold teachers to account.

NE gave an example of a pupil in her class who has not made expected progress, but has made huge steps this year.

WC asked SM to outline the school's position with maths. SM explained that the maths lead is very strong and there is a clear structure in place across school for teachers. NE agreed with this. SM explained that school had a full, 1 day review of maths with a former Senior HMI, which was very insightful. SM walked governors through the change model of teaching in secondary, where school adopted a more primary based model with one teacher for the majority of subjects.

EH which subjects are weakest: SM stated these were Computing, Religious Education, RSE and Art and will be priorities in next school's improvement plan.

SM feels Behaviour & Attitudes continues to be a strength of school. There have been 10 suspensions this year. Of these, 3 pupils have left.

CR queried the length of time on holds for OJ, as reported: SM explained there were 15 staff involved in this, and there was 80 minutes worth of intervention in 120 minutes incident. CR asked about the support for staff when involved in highly challenging behavioural issues, and SM and NE provided details.

CC talked through the detail underpinning the attendance data: one pupils has moved down south and has a new school for September, but is still on roll. There are another 2 pupils with zero attendance, for medical reasons.

CC discussed the pupil parliament and reiterated the positive initiative this has been. The parliament are now voting on a school dog, and CC is now focusing the Eco-Schools award with the pupil parliament. CC and SM felt that oracy was clearly having an impact at the pupil parliament.

CC shared that the Trust new careers advisor, Sarah Richardson, is having a positive impact in school. CC and SM also shared some examples of the school's enterprise curriculum.

CM has had a visit to The Bridge, and shared her experience with governors. CM felt the highlight was very eloquent young man, who said that his behaviour had improved so much since being there.

6.1.1. Appendix 1 - Updated SIP (**attached document**)

This was covered in the detail of the Headteacher Report. SM shared the SIP priorities for next year.

6.1.2. Appendix 2 - Health & Safety (Competent Person) Audit Report (**attached document**)

SM talked through the report. No governor questions.

6.2. Safeguarding Report

SM updated governors that she has accessed training on responding to sexual harassment, following some sexual harassment allegations in school. SM gave a general overview of the case to provide governors with assurance. This will feature in whole school training in the autumn.

The new office manager is undertaking training as part of her induction to school.

SM reminded governors that the school curriculum has safeguarding woven throughout it, especially in RSE and PSHE. This is progressive, to support the need of pupils.

<p>CM asked about the increase in records of concern this year compared to last, and SM explained that last year was artificially low due to absence as a result of the pandemic lockdowns. SM believes the number this year is consistent with typical years.</p> <p>CM asked for clarification on the core group numbers reported for this year, and SM explained that this was higher than last year because of the high number of children on a Child Protection Plan throughout the course of the year, though this has now come down to 2 at the point of this report.</p>	
<p>6.3. LAC Report</p> <p>CC talked through the submitted report. CC felt school has good relationships with carers. No questions from governors.</p>	
<p>6.4. Community Voice Report</p> <p>SM outlined that school has had no formal complaints over the last 4 years, which is testament to the work of staff in engaging with families. SM welcomed the return of families to school celebrate events.</p> <p>SM shared the work school are doing to engage with adult learning, so families can better support home learning with children.</p> <p>SM is working through the Trust's SEMH framework, for both children and staff, which is identifying strengths and areas for development. SM feels workforce wellbeing is a real strength of the school, and NE agreed with this.</p> <p>CM fed back that the pupils at The Bridge talked positively about Harmony House.</p>	
<p>6.5. Budget Monitoring</p> <p>CEO talked through the budget report. No questions from governors.</p>	
<p>6.6. 2022-23 Draft Budget & Staffing Structure</p> <p>SM talked through the budget for 2022-23 and associated structure. SM asked the staffing structure to remain confidential, as discussions are still taking place with staff. No questions from governors.</p>	
<p>6.7. Register of Interest Update</p> <p>All governors were asked to update the business interests' forms and return these to clerking services.</p>	<p>Governors 28/7/22</p>
<p>7. GOVERNANCE MATTERS</p>	
<p>7.1. Governors to complete Activity Log</p> <p>Governors were reminded to let the clerking service know of any visits to school.</p>	
<p>7.2. Trust Verbal Update of Key Issues</p> <p>CEO has covered this throughout the course of the meeting.</p> <p>SM will propose a governor development day and send details out to governors.</p>	<p>SM 28/7/22</p>

8. ANY OTHER URGENT BUSINESS	
8.1. To consider any other urgent business agreed by the Chair None.	
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 1 st December 2022	09:30 – 11:30	Pennine View
Thursday 23 rd March 2023	09:30 – 11:30	Pennine View
Thursday 29 th June 2023	09:30 – 11:30	Pennine View

Minutes approved

CHAIR	SIGNATURE	DATE