

MINUTES

Committee	Health Safety and Welfare
Date/Time:	28 th February 2017 8am
Location:	Carden School
Distribution:	Governing Body, Website, Catriona Lane
Quorum:	3
Present:	Governors (voting) Helen Longton-Howorth (HLH) Headteacher John Hull (JH) Jeff Nixon (JN) Chair of Governors Sophie Wadleigh (SW) Chair of Committee Other (non-voting) Janet Johnson (JJ) Catriona Lane (CL) Deputy Headteacher
Apologies:	Paul Smith - accepted

	DISCUSSION AND DECISION	ACTION
1	Welcome and apologies for absence. SW opened the meeting. Jayne Bravery's absence was noted.	
2	Declaration of Interest in items on the agenda No new declarations were made when invited. All governors could participate fully throughout the meeting.	
3	Minutes from last meeting The minutes from the last meeting were agreed to be an accurate record and signed accordingly.	
4	Matters Arising if not covered elsewhere <ul style="list-style-type: none"> • SW would meet with HLH in the next two weeks to follow up items not yet completed. • The Health and Safety walk had been completed. • The exit survey needed writing up. CI arrived 9.04	SW
5	How do we know our children are safe? 5.1 Safeguarding Scenario Governors had requested to consider a safeguarding scenario to further improve their understanding of the procedures and considerations involved. CL put forward such a scenario and governors' satisfied themselves as to the process and learnt how the school liaises with MASH (multi-agency services hub) in practice. They were interested in the extent of disclosure of the information in such cases and were pleased with the professional approach of the school. 5.2 Safeguarding. CL had shared the safeguarding audit and the actions with a governor. Dion Page –Hammond from the local authority had given the school good feedback for the	

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	<p>quality of the audit and the work that was carried out. CL gave further information:</p> <ul style="list-style-type: none"> • She currently sat on the safeguarding network panel with other schools. • At the moment there were 9 families on Early Help, 6 families on Child in Need, 5 on Child Protection and 2 Children in Care. The numbers changed weekly but were at usual levels for the school. <p>What does the panel do? It is about multi-agencies. The new forms devised by social services are weighty and at the moment we are trying to discover best practice.</p> <p>Do you have a worry box? We have bubble time. Children indicate on a poster if they want to talk. It means the school is better able to promote positive dialogue.</p>													
6	<p>SCHOOL IMPROVEMENT</p> <p>6.1 Attendance. CL informed:</p> <ul style="list-style-type: none"> • Absence due to holidays in first half of the winter term had improved. This year there have only been two fines. Difficulties in the May/June season were anticipated especially as the high court ruling had been upheld. • Attendance was currently 93.42% this year. There had been a big influx of traveller families. Some of these had excellent attendance but others had only been for one day. There were other cases with attendance at 5% due to other issues. • Home visits had increased. • Incentives for good attendance had changed as a result of a review. <p>Were the fines paid? Yes. But we are doing it intelligently and linking it to attendance to date.</p> <p>Do you go alone? No, I take another member of staff.</p> <p>Do you turn up unannounced? Yes.</p> <p>What was the attendance at this stage last year? 93.8%. We have recently discovered we have been calculating it in a different way from the local authority and although it was not expected to make a significant difference they would be liaising to adapt methods to ensure parity.</p> <p>What time is registration? Five to nine. We open at quarter to nine.</p> <p>When is the cut off for very late? Around 10am.</p> <p>Governors suggested reminding parents, including the new Reception parents, about the extended October half-term and any inset days.</p> <p>6.2 Behaviour.</p> <p>CL provided information from the Carden overview of the Safe and Well at School Survey which many schools within the local authority (LA) participated. It included comparisons going back to the year 2000. The school took the opportunity when completing the survey to have a good dialogue with pupils. On an ongoing basis positive behaviour was praised and promoted, for example, in assemblies.</p> <table border="1" data-bbox="292 1675 954 1917"> <thead> <tr> <th>Question</th> <th>Carden pupils</th> <th>LA average</th> </tr> </thead> <tbody> <tr> <td>Have you been bullied this term?</td> <td>5%</td> <td>17%</td> </tr> <tr> <td>Do you enjoy school?</td> <td>95%</td> <td>90%</td> </tr> <tr> <td>Do you feel safe at school?</td> <td>99%</td> <td>90%</td> </tr> </tbody> </table>	Question	Carden pupils	LA average	Have you been bullied this term?	5%	17%	Do you enjoy school?	95%	90%	Do you feel safe at school?	99%	90%	
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	<p>She went on to recall that the situation had changed enormously since 2007 when more people reported being bullied than felt safe. The school was now unrecognisable from then with regard to behaviour and relationships. Governors were very encouraged by the results.</p> <p>Why did we get 100% in 2014 for enjoying school? That was just what they answered.</p> <p>What happened in 2008? The school was rated as Requiring Improvement. It was soon after a new headteacher arrived with the right values and it was a major focus and 11 years of hard work. There was high staff turnover and the year after improvements were very significant, not only in SATS results but behaviour. In 2006 there were 46 fixed term exclusions and in 2007, 18. This year so far there had only been 2 for half a day each compared with 9 last year. Detentions had reduced from 149 last year at this date to 95. Governors agreed it was a significant drop. They queried whether there was internal consistency and were satisfied that they were reviewed.</p> <p>The school continued to have some pupils with high levels of need and now staff accompanied parent to diagnosis assessments when appropriate. Governors agreed it was a brilliant story and suggested some of the data could be included in the prospectus.</p> <p>CL was thanked and left 08.42.</p> <p>6.3 Welfare At this meeting this was covered at item 7.</p>	
7	<p>Health and Safety</p> <p>7.1 HLH gave feedback from the termly health and safety walk. A few minor issues had been identified. One member of staff had commented that since the walks had been carried out regularly it had been markedly obvious how much less there was to be done. HLH considered mending/up-dating the fencing was probably now the most urgent.</p> <p>Is it a standard checklist? Yes, from the local authority audit we knew there was not much to be done. We had realised that the generic risk assessments needed doing and this was now in hand.</p> <p>Legionnaires? The flushing regime resolved the issue. Some governors had already seen that the downstairs loos had been redone and they were now in a good condition. HLH informed the Reception loos were being done in the summer.</p> <p>7.2 Staff voice This item was deferred.</p>	
8	<p>Policy review</p> <p>8.1 Unreasonable complaints and 8.2 Parental Behaviour Governors continued with their support for these protocols. JJ would circulate them again and SW would take forward as appropriate with HLH.</p>	SW
9	<p>Stakeholder view</p> <p>9.1 Exit survey. It had been decided this would be by exit interview. Reasons for moving school were largely geographical. Where are the new children coming from? These were mostly travellers.</p> <p>9.2 Parent views. This had not gone ahead and HLH informed there had been a good response to a survey monkey survey and the possibility of doing this in the future was considered.</p> <p>Facebook – have the mix ups on the school page been resolved? Yes but the</p>	SW SW

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	numbers using it are low. Generally, are people becoming more involved in the life of the school? Yes we must have had 30 families during the day, especially from lower down the school. Staff – see item 7.2	SW
10	Final half an hour interviewing children within school. There being no further questions the meeting closed 9.00. Governors were moving on to meet with a cross section of children to inform themselves as to the extent they considered they felt safe at school.	
11	Date of Next Meeting 9th May 2pm.	

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