 **Holly Park School – Staffing & Pupil Welfare Committee Date 15th January**

Present- Ann Pelham, Tim Graveny, Gael Birtill, Kate Tress, Clare Hegarty, Diana Kelly, Maria Michaels

Apologies – Sally Thomas, Hedley Dindoyal, Michael Crookes, Fiona Quinton, Fiona Vettiankal, Clare Wischusen,

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| **AGENDA ITEMS** | **KEY DISCUSSION POINTS** | **ACTION (who? /timescale?)** |
| Actions from last meeting   * Carry out a survey to see how many children still bring sugary drinks in their packed lunch after the introduction of water jugs on tables? * ‘sexist bullying’ to be added to list of types of bullying in Anti-bullying policy * Y3 to be prompted by midday staff to go in for lunch | * Not yet actioned. School dinners came up at last Full Govs meeting and in parent Q’aire. Need to look at ‘Menu 4’ which only offers ‘pudding’ on Fridays and has yoghurt/ fruit/ cheese + Crackers the rest of the week.   Gov asked if caterers advised by nutritionists? Assume yes, as have to comply with standards as Barnet schools caterer. There may be no difference between sugar content of fruit yoghurt and cake – we need to be careful to follow advise that is informed by nutritionists rather than notional ideas of what is ‘healthy’   * ‘Sexual/ sexist bullying’ has been added to policy * Y3 were being prompted – no longer an issue | School Dinners on agenda for next Full Govs meeting. AP to invite ISS (keen to attend) and Healthy Living Council. |
| 1. Current Staffing Position | Diana Kelly is back from maternity leave  No other changes |  |
| 1. New SIP – relating to this committee  * To support pupils to take ownership of their own behaviour through a restorative justice approach. * To revaluate our approach to anti bullying and ensure all systems are strong. To work with the premise that we are ‘All different but equal.’ * To ensure that our whole school community (pupils, staff and parents) develop greater resilience | * All staff attended at least one RJ training session (Restorative Justice). Mini-mentors are fully trained, working in playgrounds and helped MM lead an assembly on RJ last week. \* Gov asked what year group mini-mentors are in? Y5 so they can build skills and continue in Y6. \*Gov asked re difference before/ after introduction of RJ? Main diff is ch thinking and talking about what has happened rather than an adult telling them off. \* Gov asked have children had chance to tell if there has been an improvement? No as it is too soon, at Child’s Hill it took 3 years to be embedded. AP reports that now children do not have experience of reporting something and feeling like nothing has been done about it as they are involved in the discussion and the solution. * In December pupils completed a Q’aire as part of audit required for accreditation by the Anti-Bullying Alliance, this will be repeated in July. Governors looked at Q’aire results. Gov asked how young were the youngest children taking part? Year 1.   In anti-bullying week the School Council and Learning Council took part in a ‘play in a day’ project and performed their plays at the end of the day. All pupils also worked in mixed year groups to produce short dramas which were judged by a group of governors.   * All staff have taken part in the first of two training sessions delivered by the Tavistock on resilience. There is one further training for staff as well as a programme for all parents and children which will be agreed through liaison between the Tavistock staff and MM.   New therapist will work in school one day/week through an organisation called Terapia, using an integrative therapy approach and also including play therapy. They will work in The Orchard Room and see 3 children / day.  Gov asked how the children have been chosen? By staff knowledge of need from pastoral team meetings.  Gov asked how long the intervention will last for these children? Minimum 12 weeks and then to be reviewed.  Gov asked whether this will impact Kathy Puzey’s work in the Orchard Room? No – she will use MM room in the morning as is in meetings in the afternoons.  Y6 will have access to ‘Kooth’ again this year (after they turn 11), an on-line counselling programme. |  |
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| 1. Attendance | Govs looked at breakdown of attendance from Autumn Term compared to previous 2 years. National Average = 96.1%. When AP became Head HPS was at 94% and she attended Barnet training with Lisa Flaherty to gain advice from other schools who had increased their attendance.  Gov asked if we could look at attendance by Year group to see if there was a particular change e.g. new year groups. AP produced breakdown which showed the current Reception Year at 91.21% which is significantly lower then other year groups. Gov asked if we ccould compare with previous Reception year groups? AP produced data from Spring 2017 which showed Reception attendance over 93%, still lower than other year groups but significantly higher than the current Reception group. Gov asked whether we could look to see if there were particular children from Reception with low attendance? AP to look with AN | AP and AN to look at Reception attendance and see if there are any patterns/ repeat absences for certain pupils. |
| 1. Safeguarding Report (ST) | MM (in ST’s absence)   * No children on Child Protection * 3 Children on Child in Need * No children with CAF (Common Assessment Framework) * In November staff completed a safeguarding quiz * Last week there was a governors safeguarding walk * The safeguarding governor came into school to meet with Janice and look at Safe-guarding records |  |
| 1. Behaviour Report (MM) | There were 54 behaviour alert forms last term, 51 for boys and 4 for girls. One child in Reception had 14 forms and has now left. Several (no?) children had more than one form. Same % of Pupil Premium children as the same term last year, this group is over-represented.  Although there were a lot of alert forms they were less serious in nature than last years and there has been an overall improvement in behaviour. |  |
| 1. Young Carers | There are currently 6 young carers being supported by BYCAS, 2 receive weekly tuition and the other receive mentoring either in a 6 week block or twice a half term.  Gov asked what is a young carer? A young person with a sibling or parent with additional needs e.g. mental or physical health difficulties  Gov asked how does school identify young carers? It varies e.g. discussion at pastoral team meetings, parents or children may speak to staff, social services may alert school |  |
| 1. LAC (ST) | 3 x looked after children (LAC) began at HPS in September. Two are siblings. All LAC have a PEP (Personal Education Plan) which is reviewed termly by ST, parents and social workers. They are also part of a virtual school. Gov asked if the 3 children are settling in well? Yes. |  |
| 1. SEN (DK) | One child in Y4 has a new EHCP and will receive 30 hours a week of 1:1 support  New EP (Educational Psychologist) started last term and is due to see a child in Y2 next week  A SALT (speech and language therapist) visits school fortnightly to see children with an EHCP (currently 10) and will bring an assistant who will carry over therapy in the alternate weeks as well as working with other identified children  A child in Y3 has been referred to CAMHS due to concerns about the possibility of ASC (Autistic Spectrum Condition). They were observed in school last week.  The 1:1 TA for a Y6 child with an EHCP has retired and is being replaced by an agency TA as we cannot guarantee a role after the child leaves.  AP reports that she regularly receives applications for Children with EHCPs who have been advised to put HPS as their first choice. She routinely writes to refuse a place and recently 2/3 refusals were upheld. The child who came here is a LAC and has siblings here and is managing well. |  |
| 1. Parent Questionnaires (ST) | AP shared feedback compiled from parent Q’aires of which there were 126 (no?) This will be reported to parents including responses to comments that come up repeatedly  Gov asked if there was any movement in trends of feedback from parents? No, they are pretty similar from year to year e.g. homework always comes up, with parents saying there is both too much and not enough.  Gov asked what school does with comments on things we can improve? Some are made because of lack of parent knowledge despite info being available in various forms (text, newsletter, website etc) Others are recurring issues we need to address e.g. school dinners) |  |
| 1. Policy Review – Appraisal   Positive handling  SEN & Inclusion  Staff Code of Conduct Personal care  Food Policy | Any changes, in addition to those already emailed, to be sent to AP | Policies to FGB |
| 1. AOB | Gov asked if school are still doing the Mayors Golden Mile? Yes, Y3 do it daily when it’s not raining and other year groups ad hoc |  |
| 1. To Take to Full Govs | Policies, school dinner issues ( invite ISS and Healthy Living Council) |  |