



# Holly Park School

## Staffing & Pupil Welfare Committee

**Date:** 26<sup>th</sup> Sept 2022

**Time:** 7pm

**Location:** <https://us02web.zoom.us/j/9688643046>

Present- Ann, Maria, Annemarie, Clare H, Clare W, Claire P, Lorean, Gemma, Anna.

AGENDA ITEMS	KEY DISCUSSION POINTS	ACTION (who? /timescale?)
Items from last meeting: <ul style="list-style-type: none"><li>• New Music Teacher Interviews</li><li>• Consider programme of performance with new Music Teacher</li><li>• Appoint 2 Assistant Heads</li><li>• Maria to work with children on playground charter</li></ul>	<p>New Music Teacher appointed – Imren Halil.</p> <p>We will be taking part in Barnet Music Festival. We will be planning a programme of events to be confirmed.</p> <p>Emily Sampson was appointed and will look after curriculum and Eve Mehtar was appointed and will look after personal development.</p> <p>This has been actioned. Playground Charter has been displayed around playgrounds and talked about in assemblies with the children.</p>	

<ul style="list-style-type: none"> <li>• Staff Wellbeing to be a continued focus</li> <li>• Wellbeing Garden to be actioned</li> </ul>	<p>Maria &amp; Diana will be doing a mental health 1<sup>st</sup> aid course this week. Ann and Maria will be doing a Designated senior lead mental health in schools course.</p> <p>This is ongoing, Kathy has done a lot of work to the garden already.</p>	
<p>Items on SIP:</p> <p><b>Behaviour</b></p> <ul style="list-style-type: none"> <li>• To update our behaviour policy and practice</li> <li>• To create generic toolboxes in shared areas</li> <li>• To establish whole class toolboxes in all phases of the school</li> </ul>	<p>We have begun this at the start of the school year. Maria, Kathy and Eve have had a discussion regarding the behaviour chart (sanctions) before the summer holidays. We have led two Inset sessions so far looking at behaviour and the policies.</p> <p>Governor mentioned that they attended sugar smart awards and another school no longer have a behaviour policy but now a relationship policy. Ann explained that our policy is very much about relationships. This is most likely the same thing but with a different name.</p> <p>The children have made their own zones of regulations toolboxes in the past but these haven't worked so well as they are not available to easily be seen when problems arise. General ones will be made for shared areas</p> <p>The class tool boxes in KSI and EYFS worked well but the individual ones in KS2 less so.</p>	<p>Generic tool boxes to be displayed in central areas</p> <p>Class tool boxes to be made</p>

<ul style="list-style-type: none"> <li>· To make parents more familiar with the zones of regulation</li> <li>· To review, evaluate &amp; audit processes and practices in relation to Bullying</li> </ul>	<p>We will be looking at doing some workshops with parents so we can share the zones of regulations.</p> <p>Ongoing. A few years before Covid we did take part in the Anti Bullying alliance Award scheme and received an award for this. We will be doing this again as the process is very good and makes us review practice and procedures and speak to children to get their views. There is an audit tool and then an action to do. Each term is themed.</p>	<p>Eve Mehtar to run some parent workshops across the next 3 terms for Y3,4,5</p>
<p><b>Personal Development</b></p> <ul style="list-style-type: none"> <li>· Introduce Debating/Discussion as an integral part of the curriculum so children can express their opinions and ideas</li> </ul>	<p>We are keen to work more on talk within the curriculum. This will be about giving children a voice and allowing them to voice opinions and have their own ideas and listen to those of others. Children need to know that they can have an opinion and accept our differences – we don't all have to have the same ideas and opinions. This will be within a wider context of encouraging talk across the curriculum.</p>	<p>Inset in Autumn term</p>
<ul style="list-style-type: none"> <li>· To improve healthy eating through encouraging healthy lunchboxes and healthy snacks</li> </ul>	<p>We have noticed that morning snacks and lunchboxes are not very healthy There will be more discussions going forward around this on the next SLT meeting. It will also involve getting parents on board and involved, not preaching to them.</p> <p>Governor asked if we would be taking into account peoples financial positions when looking at healthy eating and snacks as some people may not be able to afford these.</p>	<p>Eve Mehtar to give her interview presentation to governors</p>

<ul style="list-style-type: none"> <li>· To achieve the Gold Rights Respecting Award</li> <li>· To Introduce the Junior Duke in KS2</li> <li>· To support and nurture the highest possible levels of emotional wellbeing</li> </ul>	<p>Governor asked if we would be educating parents about healthy food</p> <p>To an extent – and we would certainly want to get them on board.</p> <p>We will be trying to get parents involved and engage them in this but of course realise that families have different financial situations.</p> <p>We are getting there, this is ongoing.</p> <p>This is similar to Duke of Edinburgh award but for primary schools. Parents had to opt in and pay £10.00 for their child to join this. There was a good uptake on this and we will see how it goes this year.</p> <p>If this goes well, we may look into doing again next year and using pupil premium money to pay for pupil premium children.</p> <p>Governor asked if we did go ahead next year would we pay for all PP children or just those that want to do it?</p> <p>We would really need to see how this year's goes first before making that decision.</p> <p>Maybe only Y5 and Y6</p> <p>A governor suggested that maybe PP children should still opt in – as we might pay for it but they don't want to do it</p> <p>As mentioned above members of staff will be attending courses.</p>	<p>Apply for the award this academic year</p>
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<p>· To increase the number of staff mental health First Aiders</p>	<p>As mentioned above members of staff will be attending courses.</p>	
<p>1. Current Staffing Position</p>	<p>We are fully staffed.</p> <p>Angelo Moore went on maternity leave last week and we have employed cover for the school year.</p> <p>We have 2 ECT's. Michelle who is mentored by Emily and Matthew who is mentored by Eve. Both will be having training and time out of class. Eve and Emily have both attended training.</p> <p>We have two teachers who left us but have returned to cover classes and carry out tutoring.</p>	<p>We will be recruiting for another MTS.</p>
<p>2. Safeguarding Report</p>	<p>We started this year with safeguarding training on the Inset day. Emily and Eve have carried out DSL – Level 3 equivalent safeguarding training. They have now joined the safeguarding team and have full access to cpoms.</p> <p>We have 4 children on a child in need plan. We were about to make a Mash referral on Friday but someone had already made the referral.</p> <p>We have had a few low levels concerns so far.</p> <p>All governors must do safeguarding for schools training.</p> <p>We will be looking at running safeguarding workshops for parents throughout the year – led by Maria.</p>	<p>ALL governors to do safeguarding training this term and to present their certificate to Maria. If they already have one – they should present their certificate to Maria</p> <p>Safeguarding Audits to be done and returned to Barnet</p>

	<p>Maria did a safeguarding assembly which was linked to article 19. The children participated in answering questions. They talked about how the school keep them safe and how they can keep themselves safe.</p> <p>Anti-bullying week is coming up, There will be various safeguarding audits from Barnet to do this term Maria will be booking NSPCC recorded sessions.</p>	
3. Behaviour Report	Ready, Respectful & Safe – this has been displayed around the school.	
4. LAC & Young Carers	<p>We currently have 6 LAC, 3 from Barnet, 1 from Oxford, 1 from Enfield and 1 from Hampshire. We have 2 previously LAC. PP grant funding has been used for 1-1 tutoring, play therapy, in class support. All dates for next PEP meetings have been arranged.</p> <p>We have 2 Young Carers. Sally stays in touch with BYCASS to identify any new young careers.</p>	
5. SEND	<p>19 EHCP's. Emma will be starting a project in liaison with Diana on how teachers can adapt the curriculum for SEND children.</p> <p>We are beginning to create a sensory room in Sally's old office, she will now be sharing with Diana. We will be putting a message in the newsletter asking if parents have anything they could donate to this new room.</p>	

	<p>We have also made a bid to FBET to ask for money for this project. They are meeting on 11<sup>th</sup> October.</p> <p>We currently have a child where we do not feel we can meet their needs, there will be a panel meeting regarding this child. We also have a child who has been offered a special school but they are waiting for a place.</p>	
6. Staff well being	Lots of things in place throughout the year.	
7. Pupil Wellbeing	<p>The Pastoral team are meeting weekly to discuss children.</p> <p>WE used to buy into HEWS but the councillor left and they cannot recruit so will be refunding us the payment. We are looking for someone else as this is a definite need in the school.</p>	To check how much money we have left in this budget and try to find a replacement councillor until the end of the financial year.
<p>8. Policy Review:</p> <p>Staff wellbeing</p> <p>Antibullying</p> <p>First aid</p> <p>Staff absence</p> <p>parent code of conduct</p> <p>Safer recruitment</p> <p>Online safety</p> <p>Lone working</p> <p>Dog policy</p> <p>In year admissions</p>	Thank you for responses so far.	
9. AOB	None	
10. To Take to Full Govs	None	

