



Holly Park School

Staffing & Pupil Welfare Committee

Date: 11th Sept 2023

Time: 8:45am

Location: In person meeting at school

Present- Annemarie, Ann, Maria, Eve, Jane, Gemma

AGENDA ITEMS	KEY DISCUSSION POINTS	ACTION (who? /timescale?)
Actions from last meeting <ul style="list-style-type: none"> • SLT to review healthy snacks • Induction of music teachers • SLT review of behaviour policy • Teachers delivering 5 lessons & homework sessions on zones of regulation 	Trial period over the summer term which went well. 2 new music teachers from an agency which is going well whilst Imren on maternity leave. This has been actioned over the year. Eve has carried out insets on this and has been going well. Looking at the toolboxes and children have come up with own ideas of strategies. HPS Toolboxes displayed around the school	Continuing New agency music teacher starting this term for half the week Going forward year I will do this every year.

<ul style="list-style-type: none"> • AHT PD to monitor impact of debates & discussions in lessons 	<p>Teachers enthusiastic and on board with this. One debate per half term planned, we did not quite manage the 6 for the year last year as difficult to always fit this in with other class work needed to be done. Making children aware there is no right or wrong answer and respecting other peoples opinions and thoughts, also linked to pupil voice</p> <p>Governor asked who chooses the theme of the debate/discussion?</p> <p>Teachers choose the theme, this can be linked to the curriculum or a different topic completely.</p>	<p>This year we aim for this to be done so all 6 are completed and also evidence this.</p>
<ul style="list-style-type: none"> • Gold Rights Respecting Award assessment 	<p>This has been completed and we have been awarded the Gold Rights Respecting Award.</p>	
<ul style="list-style-type: none"> • Pupil support officer to undertake MH first aider course 	<p>This has been completed. Now 6 Mental Health First aiders</p>	
<ul style="list-style-type: none"> • DHT & Safeguarding governor to meet re: safeguarding 	<p>This has been actioned.</p>	
<ul style="list-style-type: none"> • Safeguarding audit 	<p>This was undertaken by the Barnet with very good feedback</p>	
<ul style="list-style-type: none"> • Parent online safety session 	<p>This has been comtook place in summer term and we have booked ECP again for next year.</p> <p>Governor asked how many parents attended the session?</p> <p>Around 30-40 parents attended.</p>	
<ul style="list-style-type: none"> • SEND review 	<p>This has been completed and went very well. Good feedback and a couple of actions to look at.</p>	

<ul style="list-style-type: none"> • Staff Wellbeing questionnaires • The front gate 	<p>This was completed in May 2023 and details put on Governor Hub. It was extremely positive A governor commented that it was even more positive than the year before</p> <p>Work has been carried out over the summer holidays, a new closer was fitted and gate is now in full working order.</p>	<p>To be monitored</p>
<p>Items on SIP</p> <ul style="list-style-type: none"> • To make clear the work on ‘Consent’ within the PHSE curriculum • To further support pupils with work on resilience 	<p>‘Consent’ has been added as is a big issue for adults and young people and it is important for the beginnings of learning about this to happen at primary school, what is consent, when to give consent. Small things like can I look in your book bag? Can I play with you? Etc are still questions which you would give consent to. We have previously held assemblies on this and it is within PHSE learning organisers in every year group. This will now be more formalised and support for staff on how to approach it, How to define consent, how to teach consent, asking and giving consent and language words used for this.</p> <p>We have already done lots of work around resilience. Since Covid we have noticed that children may come across a small problem and not coping well or using strategies to deal with these issues. We will be doing further work in class and homework will be set around this. A governor commented that this is true of adults/parents too</p>	<p>Actions on the SIP</p> <p>Actions on the SIP</p>

- To support parents with developing their own resilience towards their children

- To embed work on 'The World of work' within the curriculum

- To establish a school policy on healthy lunchboxes

- To ensure that the protected characteristics are known and understood by children

- To revisit the restorative approach

As above – homework set and parents to be involved in the homework to help them with their own resilience.

Careers education is not statutory in primary schools only secondary schools – but we think it is important We had a Year 6 careers fair in July. Making the children aware of careers out there, challenging stereotypes in jobs. How the work they do in school relates to the world of work. Eve will do some insets around this.

Started with healthy snacks which has been embedded and is going well. Now will move on to lunchboxes.
Eve is arranging a meeting with the healthy school advisor around this, a trial period will be arranged after this meeting.
Free school meals have been agreed for all reception to year 6 children by the mayor of London so we may have fewer children having a packed lunch.

This is covered in class and lots of different books in classes relating to this. We have an annual equality afternoon and children learn about ine protected characteristic each year. We will also plan in assemblies over the year to go over the protected characteristics – so that children learn about them all and remember them.

We started this several years ago to deal with behaviour to find solutions and fix problems not about blame. We are not using this as much as

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<ul style="list-style-type: none"> • To make clear and embed consistency with behaviour basics e.g around transition times 	<p>we have previously so reintroducing and reminding staff and pupils of the restorative approach.</p> <p>Visitors to the school often comment on how good the behaviour is around the school. We feel there is always room for improvement especially around transition times so we will be focusing on this this year.</p>	<p>Actions on the SIP</p>
<ul style="list-style-type: none"> • To embed consistency around 'Respect' 	<p>We introduced ready, respect, safe last year will be doing more work on respect this year.</p>	<p>Actions on the SIP</p>
<ul style="list-style-type: none"> • To support pupils to have a positive view of their behaviour within the school and their generally exceptional and impeccable behaviour 	<p>Lots of pupil questionnaires carried out last year, lots of feedback on behaviour. It is easy to focus on negative behaviour but looking to focus more on the positive behaviour throughout the school and feeding this back to the pupils.</p> <p>A governor suggested that this also links with the work we will be doing on resilience.</p>	<p>Actions on the SIP</p>
<ul style="list-style-type: none"> • To support pupils to have a clear understanding of what bullying is and how it is dealt with at school 	<p>Developing a clear understanding for both pupils and their parents/carers of what bullying is.</p>	<p>Actions on the SIP</p>
<ul style="list-style-type: none"> • To support parents to have a clear understanding of what bullying is and how it is dealt with at school 	<p>We will be running parent workshops across the year to try and capture as many parents as possible.</p> <p>A mixture of in person at the school, on zoom and a recorded video session.</p> <p>Governor suggested videoing the in person one at the start of the year</p>	<p>Actions on the SIP</p>

	<p>Due to GDPR and questions asked and sound quality we wouldn't do that. Teachers prefer to do a discreet recording.</p> <p>A Governor suggested we do a survey to ask parents what would work best for them</p> <p>The SLT have already discussed a plan for the year.</p>	<p>This is an operational decision. It will be considered by SLT.</p>
1. Current Staffing Position	<p>Staffing is full except for MTS positions which we are looking to recruit to.</p>	<p>Two interviews this week for relief MTS positions.</p>
2. Appraisal	<p>Headteacher appraisal to be done by 31st December. All other staff to be done by 31st October.</p>	
3. Safeguarding Report	<p>Staff training carried out on Inset, KCSIE updates also circulated on this training.</p> <p>We have added Sarah Walton (EYFS Lead) to the safeguarding team.</p> <p>Safeguarding scenarios will continue to be sent to staff along with some quizzes.</p> <p>DSL attended 3 safeguarding meetings during the summer holidays.</p> <p>We have 4 children on a child protection plan, 1 child on a child in need plan, 3 children are having assessments carried out and 2 children have had assessments carried out and are waiting for confirmation from social worker if they will be put on any plans.</p> <p>Domestic violence is a big area of safeguarding since COVID.</p>	
4. Behaviour Report	<p>As mentioned above.</p> <p>First week back behaviour has been good.</p> <p>Pastoral meeting held last week and Kathy has started to work with some children already.</p>	

5. LAC & Young Carers	<p>We currently have 4 LAC, 2 post LAC. These children come from from Barnet, Enfield, Hampshire and Oxfordshire boroughs. 1 post LAC has left to join secondary school.</p> <p>All PEP's have been booked and LAC reviews arranged.</p> <p>PP funds have been used towards tuition, play therapy, additional resources.</p> <p>We have 2 young carers, Sally is in contact with Bycass and 1 child attended respite during the summer holidays.</p>	
6. SEND	<p>Diana is now working 4 days a week. 1 EHCP applied for reception has been granted.</p>	
7. Staff well being	N/A at this time	
8. Pupil Wellbeing	N/A at this time	
9. Policy Review: <ul style="list-style-type: none"> • Appraisal & Capability Policy • Dog Policy • First Aid, Accidents, Asthma & Medicines Policy • In Year Admissions Policy • Staff Wellbeing Policy 	<p>Some comments have been posted on Governor Hub</p> <p>A governor asked if we ratify them now They will be ratified at the full gov meeting this term</p>	
10. AOB	N/A	
11. To Take to Full Govs	N/A	

