



Holly Park School

Staffing & Pupil Welfare Committee

Date: 15th January 2024

Time: 7:45am

Location: On site

Present- Ann, Maria, Annemarie, Otto, Gemma, Sarah

AGENDA ITEMS	KEY DISCUSSION POINTS	ACTION (who? /timescale?)
Actions from last meeting: <ul style="list-style-type: none"> • Update on front gate • Update on MTS positions 	Gate appears to be in working order – no issues other than when extremely cold which affects the magnets. Recruited 2 relief MTS who started before October half term. We also have 2 agency MTS.	
Items on SIP <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 	Eve is leading this. She has delivered training to staff. Governors learning walk has been completed around this and Eve attended a PSHE meeting last term where there was praise for the fact that HPS was doing this. We have decided to do some more work around resilience with both pupils and parents.	Classes have picture books on Consent and will now be covering this in talk times etc

- 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

We have noted that since Covid there is not much resilience.
Kathy has been running some groups with pupils around this.
Maria will deliver some assemblies around resilience and will also be running meetings for parents which have been timetabled.

Year 6 had a careers fair that went really well last July. Year 1 had a session from a company called Little City, they set up in the hall all different play areas of different job roles, the children thoroughly enjoyed it.
Year 4 have had a talk from a dentist. Year 2 have had the Fire Brigade in. We have the police visiting us this week to speak to all year groups. All year groups are planning speakers/guests into their curriculum

Healthy snack policy went well and have now introduced a healthy lunchbox policy. Eve has been running this and has taken lots of advice and guidance from Barnet. Both parents and the pupils have had information to regarding this.
Diana has spoken to the parents of some SEND children separately around this.
There was a soft start to this before the holiday
This week there will be a parent workshop run by a nutritionist who specialises in healthy eating for children.
Parent Governors fed back that there were no real parent concerns that they have heard of on whatsapp groups or in person

Maria will run a parent workshop this term

Monitor how healthy lunch boxes are going over this term and review any aspects as necessary

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

Eve has been doing regular assemblies on this topic, There are posters around the school to remind children of the characteristics. We also had Equality Afternoon last week where each year group looked at a protected characteristic.

- To revisit the restorative approach

We started using the restorative approach around 7 years ago but it needs an update. Maria has done an inset for all teachers and MTS around this looking at solving problems and not punishing children, looking to help children understand how to fix a problem, asking questions. We have found that using this approach children are more honest.

- To make clear and embed consistency with behaviour basics e.g around transition times

Behaviour at Holly Park is good, but looking to make it even better. SLT observed transition times, going to assembly, going to lunch/break and following this produced a list of strategies around this that was shared with all teachers.

- To embed consistency around 'Respect'

We have spoken to the children a lot around respect, not just regarding adults but also each other and equipment in the school. Respect is embedded in our Behaviour strategy RRS and our vision. We do hear staff using the vocabulary.

- To support pupils to have a positive view of their behaviour within the school and their generally exceptional and impeccable behaviour

We had various visitors to the school who have all commented on how good the behaviour is across Holly Park. The Learning Council went to different classes to observe behaviour, which they then feedback. The overall conclusion was that behaviour and behaviour for learning was very good. Ann is continuing to do assemblies recognising good

<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 • To support parents to have a clear understanding of what bullying is and how it is dealt with at school 	<p>behaviour and that everyone should always be given a second chance – as with the restorative approach and that some people – just as with maths etc need help and support with behaviour and we all make mistakes,</p> <p>Governor suggested that following on from a governor walk that maybe a governor could send a letter to the class/children they observed. Think this would be a really good idea.</p> <p>We have noticed since Covid that any negative interaction even if this only happened once that this is being classed as bullying. Children have had assemblies around bullying and we have arranged meetings for parents on this. We looked at what bullying is, looked at different scenarios, how we can support the children involved. During anti bullying week we focused on banter, what is banter, when does banter turn into bullying. Also reminding staff to use CPOMS to report and record.</p> <p>Maria has run a workshop for parents about anti bullying and what the difference between bullying and friendship problems are. A governor advised that we must be careful not to minimise or dismiss bullying and also wondered if we should include resilience within this. Another governor advised that they attended the parents meeting regarding bullying and found it very interesting and useful. Made them really think about what bullying is and resilience. Another governor suggested that as the course was so good would it be repeated and recorded</p>	<p>Maria to run the meeting again this term on Zoom and to record</p>
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	<p>Maria explained that it was due to run on Zoom this term and would be recorded also.</p>	
<p>1. Current Staffing Position</p>	<p>We are currently fully staffed. Sing Education will be teaching until Easter as Imren our music teacher will be back from maternity leave then. We have 4 teachers currently on one-year contracts and decisions will have to be made regarding these towards the end of term.</p> <p>There are low admission numbers across Barnet and these are predicted to get worse over next few years. Schools may be chosen to intake less pupils for example a 2 form entry that can take 60 children may only take 30. We will wait to hear if there are any meetings and if we will be invited.</p> <p>Governor asked if it will happen at HPS We are unsure as yet Governor asked if there have been any timescales on this Not as yet Governor asked would this be the same situation for secondary schools Yes it will be the same but not until the children work through primary and get to secondary</p>	
<p>2. Safeguarding Report</p>	<p>We have 2 children on a child in need plan, 1 child on a child protection plan. 3 families working with early help and 3 mash referrals have been made last term.</p>	

	<p>Mash have now got a new number to call for enquires, advice and guidance, this is manned by social workers.</p> <p>Maria sends a safeguarding quiz to all staff weekly to look and think about the answers, she then sends the answers later on in the week. All staff has completed training on domestic violence.</p>	<p>There will be a governor safeguarding learning walk in February</p>
<p>3. Behaviour Report</p>	<p>Behaviour is generally going well at the moment. We have had a number of new children and we are teaching them the Holly Park way and working on belonging.</p> <p>There is a new display up about a place where e all belong.</p> <p>Ann has been doing assemblies about belonging and what it means.</p> <p>Following a governor question at the Full govs about comparison data - Maria gave behaviour data for the Autumn term over the past 3 years. It showed that last terms data was a little higher than Aut 2022 but in line with Aut 2021</p>	
<p>4. LAC & Young Carers</p>	<p>Sally wrote a report for govs and this is on the Hub. We currently have 4 LAC, only 1 is a Barnet child. We have 2 new previously look after children. 4 in total.</p> <p>All PEP meetings have been done for last term, they will be arranged for this term. Class teachers now attend PEP meetings – which is good training and awareness for them.</p> <p>We have 2 young carers.</p> <p>Sally has completed lots of training herself through National College and the virtual school.</p> <p>Governor asked if staff have training?</p>	

	<p>Sally has delivered training to teachers last July – there is no requirement as there is for safeguarding etc.</p> <p>Governor asked how was it decided who is the teacher for LAC/young carers?</p> <p>Sally has been doing this role for a number of years as part of her original role as families co-ordinator, she has lots of experience around this and also was a DSL</p>	
5. SEND	<p>Diana wrote a report for govts and this is on the Hub. 18 children on EHCP, 1 is at draft stage and 2 children on early years funding.</p> <p>Pupil progress meetings have been completed before Christmas by Diana including the TA's and class teachers.</p> <p>Educational psychologist has been to see 2 children, speech and language has come in and set targets for children.</p> <p>All teachers and TA's have visuals on their lanyards and all visual timetables across the school are the same.</p> <p>Diana is continuing to monitor the use of adaptations for children in lessons in terms of scaffolds</p>	
6. Staff well being	<p>Questionnaire will be sent out in the Summer Term around this, which we do every year.</p> <p>We have had a number of children join and leave in quick succession which does affect the class and teacher.</p> <p>Governor asked if Ofsted inspections are still paused at the moment?</p> <p>Yes still on pause and due to resume from 22nd January.</p>	
7. Pupil Wellbeing	<p>There are weekly pastoral meetings to discuss pupils.</p>	

	Someone from Barnet mental health team will be attended these meetings once every half term to help and assist us where needed. We used to refer to HEWs but this service is no longer available. Kathy deals with a lot of issues and we also refer to early help and BICS.	
<p>8. Policy Review:</p> <p>Appraisal & Capability Policy</p> <p>Food Policy</p> <p>LAC Policy</p> <p>Personal Care</p> <p>Positive Handling Policy</p> <p>Pupil Well-Being Policy</p> <p>SEN-inclusion policy</p> <p>Staff code of conduct</p>	Governors have made comment on various policies and there was discussion recorded in the thread on Governor Hub	
9. AOB	None	
10. To Take to Full Govs	Nothing specific Chair to report back on key aspects of discussion	