



**Heatherwood School Local Governing Body  
Teaching, Learning & Wellbeing  
Thursday 6th May 2021 at 16:00  
via MS Teams**

<b>Those Present:</b>		
Lisa Suter	Executive Headteacher	LS
Bridget Coy	Head of School	BC
Gary Bullock	Chair/Parent & Safeguarding Link Governor	GB
Marc Bratcher	Vice Chair/Wellbeing Link Governor	MB
Karen Latimer	Staff Governor	KL
Anne-Marie O'Dell	Non-Teaching Governor	A-MO
Mel Pidgeon	Parent & Wellbeing Link Governor	MP
<b>Also Present:</b>		
Darryl Bennett	Deputy Headteacher – Officer in Attendance	DB
Dan Machin	Phase Leader – Officer in Attendance	DM
Emma Sheedy	Governance Clerk	ES
Jacky Tattershall	Assistant CEO – School Improvement	JT
<b>Apologies:</b>		
Warren Carratt	Chief Executive Officer	CEO
Fiona Kirkham	T&L Link Governor	FK
<b>No Apologies:</b>		

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence  Apologies were received from the CEO and FK.	
1.2. To accept apologies for absence  Apologies were accepted from the CEO and FK.	
2. ITEMS OF URGENT BUSINESS	
2.1. Chair to determine any items of urgent business  None.	
3. DECLARATION OF INTERESTS	
3.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda  There were no declarations received.	
4. HEATHERWOOD LOCAL GOVERNING BODY MINUTES	
4.1. To approve the minutes of the following meeting:  The minutes of the meeting held on 18 <sup>th</sup> March 2021 were approved as a correct record with no amendments.	
4.2. Review of Action Tracker  The outstanding actions on the tracker were reviewed and updated.	
4.3. Matters arising from the Minutes  There were no matters arising.	
5. POLICIES	
5.1. Policies for Review  <b>5.1.1. Governors reviewed and approved the Sex and Relationships Education Policy.</b>  <b>5.1.2. Governors reviewed and approved the School Security Policy.</b>	
5.2. New Policies  <b>The Chair queried if any new policies</b> and BC advised there have been new policies but these are not essential and do not require Governor review and approval.	
6. ITEMS TO BE CONSIDERED	
6.1. Teaching & Learning Report  Governors received the T&L Report in advance of the meeting and discussion/challenge was as follows:	

<p><b>The Chair queried 1 pupil not being on track for the routes to learning assessment framework, outlined at section 1 of the report</b> and BC provided context regarding the need for the pupil's emotional wellbeing to be a priority and explained this is expanded on at item 6.4.</p> <p><b>JT queried if the targets contained within the data table relate to the autumn term</b> and BC advised these are their annual targets.</p> <p><b>A Governor queried lessons learnt in the event of another lockdown</b> and BC spoke confidently about the offer provided January to March 2021 and the rota system. An analysis of parental feedback will be shared with Governors at the next meeting.</p> <p><b>The Chair queried Makaton training and queried the % of pupils that can use/understand it</b> and BC stated there is a small number of pupils that use Makaton but this is not indicative of the use throughout school. This was further supported with input from DM and the Staff Governor.</p> <p><b>A Governor asked if Heatherwood are on target to achieve the targets linked to Pupil Premium (PP)</b> and BC advised yes.</p> <p>6.1.1. The Curriculum Intent Deeper Dive Overview was received by Governors and no queries were raised.</p>	
<p>6.2. Behaviour Log</p> <p>Governors received the nil return.</p>	
<p>6.3. Wellbeing Report</p> <p><b>A Governor asked for an update regarding pupil's returning to school</b> and DB explained about Heatherwood's efforts to support and encourage pupil's re-engagement and return. DB shared with Governors that home schooling applications have increased nationally by 37%.</p>	
<p>6.4. LAC Report</p> <p>DM provided an overview of the LAC Report. There are three LAC (referred to as pupils A, B &amp; C). Pupil C is now 18, so will be moving over to adult services. Pupil's A &amp; B will be moving from Y11 to Sixth Form, so will no longer be part of the ePEP system. DM provided context regarding ePEP funding and explained that following discussions, Heatherwood will be applying for transition funding for the autumn term.</p> <p><b>JT asked if Virtual Schools have adapted the way they work and if they are target or holistic driven</b> and DM advised of no issues. A discussion followed with regards how Virtual Schools will work in the future. DM also queried him being a Trust representative for Special Schools, as Heatherwood will have no pupils with an ePEP.</p>	
<p>6.5. Pupil Premium Plan</p> <p>Governors received the PP Plan and LS advised that Heatherwood are already fully compliant with the reporting requirements.</p>	

<p>6.6. LGB Annual Self-Assessment Report</p> <p>JT provided an overview of the LGB Self-Assessment Report and explained about the Trust's recommendation/plan to develop a package of training, which will be shared in due course.</p>	
<p>6.7. Proposed 2021/2022 Meeting Dates</p> <p>Governors received the proposed 2021/2022 Meeting Dates and noted the revised times. <b>The Chair raised concern if meetings continue beyond 3.30 p.m. as he privately transports his son.</b> However, school will offer assistance where possible and meetings do not usually exceed 1.5 hours.</p>	
<p>6.8. Chair/CEO Verbal Update of Key Issues from Trust Board of Directors</p> <p>JT advised that The Bridge is on track for September 2021 and LS welcomed Governors to go along and have a look round.</p>	
<p><b>7. GOVERNANCE MATTERS</b></p>	
<p>7.1. Governors to complete Activity Log</p> <p>Governors were reminded to email <a href="mailto:clerkingservices@nexusmat.org">clerkingservices@nexusmat.org</a> with any activity.</p>	
<p><b>8. ANY OTHER URGENT BUSINESS</b></p>	
<p>8.1. To consider any other urgent business agreed by the Chair</p> <p>8.1.1. The Clerk reminded Governors regarding their pen portrait and photographs for the school website and agreed to submit by Thursday 13<sup>th</sup> May. <b>ACTION:</b> Governors to complete and submit their pen portrait and photograph to <a href="mailto:clerkingservices@nexusmat.org">clerkingservices@nexusmat.org</a> by Thursday 13<sup>th</sup> May.</p> <p>8.1.2. Following discussion, it was agreed to adopt a hybrid approach with regards the next meeting on the 24<sup>th</sup> June and to address this nearer the time.</p>	<p><b>ALL 13/05/21</b></p>
<p><b>9. CONFIDENTIALITY &amp; RISK</b></p>	
<p>9.1. To consider the confidentiality of any items discussed during the meeting</p> <p>None.</p>	
<p>9.2. To consider any areas of risk discussed during the meeting</p> <p>None.</p>	
<p><b>10. DATES OF NEXT MEETING</b></p>	

Thursday 24 <sup>th</sup> June 2021	16:00 – 18:00	Heatherwood School	Safeguarding, Leadership & Management
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**Minutes approved**

CHAIR	SIGNATURE	DATE