



**Heatherwood School Local Governing Body
Safeguarding, Leadership & Management
Thursday 28th January, 2021 at 16:00
via MS Teams**

Those Present:		
Lisa Suter	Executive Headteacher	LS
Bridget Coy	Head of School	BC
Gary Bullock	Chair/Parent & Safeguarding Link Governor	GB
Fiona Kirkham	T&L Link Governor	FK
Anne-Marie O'Dell	Non-Teaching Governor	A-MO
Mel Pidgeon	Parent & Wellbeing Link Governor	MP
Also Present:		
Jacky Tattershall	Assistant CEO	JT
Emma Heyes	Governance and Projects Manager – Acting Clerk	EH
Warren Carratt	CEO	CEO
Andy Child	Chair of the Nexus MAT Board of Directors	AC
Apologies:		
None		
No Apologies:		
Marc Bratcher	Vice Chair/Wellbeing Link Governor	MB
Karen Latimer	Staff Governor	KL

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence No apologies were received.	
1.2. To accept apologies for absence Apologies for absence were accepted from MB and KL.	
2. ITEMS OF URGENT BUSINES	
2.1. Chair to determine any items of urgent business No items were put forward.	
3. DECLARATION OF INTERESTS	
3.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda No declarations were received.	
4. HEATHERWOOD LOCAL GOVERNING BODY MINUTES	
4.1. To approve the minutes of the following meeting: The minutes of the meeting held on 10 th December 2020 were approved as a correct record, with no amendments.	
4.2. Review of Action Tracker Ref: 6.5 - GB explained that it was difficult to conduct the meeting with the physiotherapist at the moment, due to social distancing restrictions in place, so it was agreed that this would be picked up, informally, at a later date and any information would be fed back to the Board. The item could be removed from the action log. Ref: 8.1.1 - CEO explained that Condition Improvement Funding (CIF) criteria had been changed and that Nexus academies could no longer submit bids for this funding. He explained that it had been replaced with School Allocation Allowance (SCA). CEO stated that, once information was received around the funding allowance and criteria developed on how to access the funding, it would be brought back to the LGB for further discussion.	
4.3. Matters arising from the Minutes There were no matters arising.	
5. POLICIES	
5.1. Policies for Review There were no policies for review. BC explained that a new system and revised key personnel had been introduced to review policies so the Board could expect the number to increase over the forthcoming months.	
5.2. New Policies There were no new policies for consideration.	

6. ITEMS TO BE CONSIDERED	
<p>6.1 Lockdown Measures – School Update</p> <p>BC provided an update on the latest lockdown measures introduced within the school. She explained 24 pupils out of a possible 78 pupils were currently attending school and that this was in allocated zones (2 classes per zone). BC highlighted that ongoing work was taking place to engage parents and carers with ongoing reassurance being provided that the school was a safe environment to be.</p> <p>BC confirmed that a staff rota was in place that supported 50% of teachers being in school to deliver lessons and 50% working from home, at any one time. BC stated that this approach was having a positive effect on the workforce as she felt that it; reduced workload, allowed time for curriculum development and promoted the health and well-being of staff. She confirmed that support staff were using the opportunity to work from home to access a wide variety of training and personal development resources.</p> <p>Remote learning was seen as having a positive effect with many pupils engaging in the online learning and live sessions being provided. GB and MP confirmed that as parents their experience of the remote learning offer was positive and that it was good to see a link to individual learning plans/EHCP outcomes. BC confirmed that the Seesaw learning app was working well and had come a long way since the last lockdown.</p> <p>LS informed the Board that the school’s Covid Risk Assessment was continually updated and circulated to staff. She explained that the form was now also sent to Ian Clayton at ProActive, the Trust’s appointed Competent Person, for sign off.</p> <p>BC stated that lateral flow testing was to commence next week and that 15 staff had been initially identified to be tested. CEO asked what the response had been, in general, from staff, at the prospect of introducing the testing. BC responded that it had been a mixed response and that she hoped confidence would increase as more tests were conducted. MP suggested that it would be beneficial for staff to watch a video of the test being carried out. BC agreed and explained that some staff had seen this and that there were plans in place to disseminate this further next week.</p> <p>Governors fed back that the recent governor development sessions had been very useful and well received. Discussion took place how these could be developed and built upon in the future.</p> <p>GB complimented LS and BC on the excellent job they are doing in the current challenging times. This was supported by other members of the LGB. BC said that she would pass on this recognition to all staff at the school. JT asked if there was a way the school could capture the positive feedback that was being received from families. BC said that further work could take place to look at recording the anecdotal and qualitative evidence provided.</p>	
<p>6.2. Chair/CEO Verbal Update of Key Issues from Trust Board of Directors</p> <p>No update was requested.</p>	

7. GOVERNANCE MATTERS		
7.1. Governors to complete Activity Log		
<p>GB suggested that once all governor development sessions had taken place after 3rd February that the details should be to Nexus Clerking Services to be recorded on Governor's records. BC has redeveloped the form and will coordinate this.</p>		BC 18/03/21
8. ANY OTHER URGENT BUSINESS		
8.1. To consider any other urgent business agreed by the Chair		
<p>None.</p> <p>AC commented that he felt that the LGB had good, clear direction and was impressed by the Covid update from Head. He asked what mechanisms were in place from the Trust for staff to support their mental health. LS responded that the school felt very supported by the Trust due to regular communication and felt that the school was undertaking sufficient work to meeting the mental health and well-being needs of its staff. This was confirmed by KL and AM-O'D who felt that the staff team were like a family looking after one another.</p>		
9. CONFIDENTIALITY & RISK		
9.1. To consider the confidentiality of any items discussed during the meeting		
None.		
9.2. To consider any areas of risk discussed during the meeting		
None.		
10. DATES OF NEXT MEETING		

Thursday 18 th March 2021	16:00 – 18:00	MS Teams	Safeguarding, Leadership & Management
Thursday 6 th May 2021	16:00 – 18:00	Heatherwood School	Teaching, Learning & Wellbeing
Thursday 24 th June 2021	16:00 – 18:00	Heatherwood School	Safeguarding, Leadership & Management
Tuesday 29th June 2021	16:00 – 19:00	Crags School	Leadership Summit

Minutes approved

CHAIR	SIGNATURE	DATE