

THE JOHN OF GAUNT SCHOOL
Minutes of the Student and Community Committee Meeting
Tuesday 18th September 2018

Time: 6 pm
Place: The Hub
Present: Jo Trigg, Pamela Raymond-Heath, Andy Williams, Eleanor Shergold (Clerk)
Advisers: Helen Kerr
Apologies: Debbie Youngs, Pete Gear

Agenda Item	Actions Agreed	Who
5/19	LBA will attend S&C in term 2 to update governors on student leadership	LBA/ES
6/19	Resources to look into breakfast club funding requirements	JT
7/19	Raising the profile of the GB - possible options to be compiled for discussion and agreement	JT
7/19	To design a postcard for governor use	HKE
8/19	Attendance report to be sent to governors	HKE
8/19	Safeguarding training for governors to be arranged - governors to read KCSiE part 2	HKE/ES
9/19	Policies - refer to minutes	ES

1/19 Election of Chair and Vice Chair

JT was elected as chair, DY was elected as vice chair.

2/19 Apologies

Apologies were agreed and accepted.

3/19 Declaration of Business Interests

Governors were reminded to declare business interests as necessary.

4/19 Minutes and Matters Arising

42/18 - Burns gel is now in use

42/18 - Uniform policy will be reviewed after a consultation has taken place with all stakeholders

47/18 - Feedback on website pages most visited - analysis is unclear as skewed by staff/student logins

The minutes of 11th June were agreed and signed as an accurate record of the meeting.

5/19 Student Leadership and Student Voice

LBA is now overseeing this area of school life. Governor feedback - this needs more shape/direction and a higher profile around the school. HKE - it works well when students are also subject ambassadors.

Action - LBA will attend S&C in term 2 to update governors

LBA

6/19 Actions from July Board Meeting

The role of mentors at parents' evenings - HKE confirmed that staff support students whose parents do not attend. HKE said that the school will be more proactive in making it clear that staff are available.

Breakfast club - JOG was successful in obtaining support from local supermarkets, however, lacks capacity to be able to make it happen. HKE - it is not going to be possible to run this economically. The school could not opt in to Magic Breakfast as the % of PP students is not high enough. This needs to go to Resources to explore options re funding.

Action - Resources to look into this further

JT

7/19 Raising the Profile of the Governing Body

School newsletters are now circulated weekly. Consideration given to what information governors would like to communicate, what parents might like to know and how often a brief communication should be included from governors. Other suggestions included a presentation at assemblies and for the Governor page on the website to include good news stories.

Action - possible options to be compiled for discussion and agreement

JT

Communication with parents - there needs to be clarity re when communication with parents takes place

and through which channels. Key points throughout the school year. Transition - HKE said that it would be great to involve governors in this.

Action - governor involvement in transition to be brought to Board JT

Y6 evening - governor slides could be added to the PowerPoint presentation.

HKE - there are opportunities for governors to get more involved in practical ways - e.g. student behaviour, governor postcards home.

Action - to design a postcard for governor use HKE

8/19 SIP and Safeguarding Update

BRH is overseeing school attendance. The action plan is currently being reviewed. A new system is being introduced around holding people to account. Y7 attendance is great, Y11 is already slipping.

Truancy call - gives an opportunity for personal contact. The school is moving to morning registration in term 2. Attendance is marginally down on last year and has been impacted by exclusions this term. HKE said that the key to getting this right is getting registers right. Overall attendance is currently 96.45%. It is early days and this continues to be a school priority. Attendance is a fixed part of SLT morning meetings.

Action - HKE to ask ZPE to circulate attendance report HKE

Behaviour - teachers log information re behaviour incidents. PE is the top faculty for concern with most incidents reported as refusal to follow instructions. 'Ready to learn' discussed. Governors highlighted the tension between zero tolerance and the school's commitment to being inclusive. HKE said that the expectations are the same, underpinned by different levels of support. Clear steps re consequences provides consistency.

KCSiE - HKE highlighted the main changes in this updated statutory guidance. Staff training on safeguarding has taken place. Governors will read Part 2 and also have safeguarding training updated.

Action - Safeguarding training for governors to be arranged ES/HKE

A question was raised about social media and how the school monitors compliance re staff not befriending students. HKE - this is discussed in safeguarding training and staff would raise a concern should this happen.

Governors asked about recent changes in legislation around disqualification by association - HKE said that this applies to staff teaching children under 8 only.

A question was raised about the move from LSCBs to safeguarding partners and how the school plans to keep P&P up to date. HKE outlined how this is covered - SHI and HKE attend safeguarding forums, there are weekly safeguarding bulletins that provide guidance, the LA model policy is used to review JOG's. Changes and updates are consistently monitored.

9/19 Agenda Planning and Policies 2018/19

Agenda plan for the year discussed and revised.

Policy schedule discussed - Code of Conduct for Teaching and Support Staff and Whistleblowing policy to come to November S&C. Additional policy reviews will be planned according to review dates.

Equality Objectives - PSK to be asked to review this policy.

Parent Code of Conduct - HKE to bring new policy for next term.

Admissions - is due for consultation.

Terms of Reference - reviewed with no changes required.

10/19 AOB

There was no further business to discuss.

The meeting closed at 7.50 pm. Date of next S&C meeting Tuesday 13th November 2018.

Signed: _____ **Date:** _____