



## Minutes of the meeting of the Governing Board, Onslow Infant School held on Wednesday 22 March 2023 at 7.30pm via Teams

Present:	Claire Morris (CM)	Chair
	Shradda Baviskar (SB)	Governor (Items 1-6a)
	Claire Bryant (CB)	Governor
	Tessa Clark (TC)	Governor
	Charlotte Lister (CL)	Governor (Items 1-6a)
	Sam Merchant (SM)	Governor
	Amanda Pardoe (AP)	Governor
	Alex Priscott (APR)	Governor
	Will Salmon (WS)	Governor
	Jane Shipp (JS)	Governor
	Emma Souter (ES)	Governor
	Peter Wright (PW)	Head Teacher

In attendance Sarah Churchill Clerk *The Meeting was Quorate*

1	<b>APOLOGIES FOR ABSENCE</b> – Daniel Jordon; Roberta Guerrina
2	<b>DECLARATION OF INTEREST</b> – None
3	<p><b>CONSTITUTION OF THE GOVERNING BODY</b></p> <p><b>New Governor Appointments</b> - Jane Shipp was appointed to the Board</p> <p><b>Terms due to end this term</b> - None</p> <p><b>Resignation</b> - Will Salmon it was noted a replacement Health and Safety Link was needed)</p>
4.	<p><b>Agree Minutes of the meeting of 07 December 2022</b></p> <p><b>Matters arising from the minutes of 07 December 2022</b></p> <p>Point 4 - <b>KD/AP</b> to look at whether a good cross section of children get red and green cards are report to C&amp;L committee – <b>outstanding</b>.</p> <p>Point 3 - <b>CM</b> to distribute info about new potential co-opted governor – <b>complete</b>.</p> <p>Point 10 - <b>CB</b> to approve the Administration of Medicine and First Aid Policy and The Supporting Children with Medical Conditions - <b>complete</b></p>
5.	<p><b>Chairs Actions</b></p> <p>Since the last meeting the interim Head Teacher had been appointed on a part time basis with additional support and started when KD began her maternity leave.</p> <p><b>Q.</b> CB asked whether PW felt the HT arrangement was working and whether he could foresee any problems arising, particularly from the part-time arrangement.</p> <p><b>A.</b> PW explained that since starting he has dealt with a range of issues from strikes, snow days and has not had a 'normal' week. He felt that the part time arrangement was working. AP was supporting on a Wednesday and a Thursday and had good knowledge and experience to do so. PW has also visited the school on his 'days of' as his commitment is with Onslow. He further explained that on a personal level it is becoming easier as his knowledge of the school is increasing.</p> <p>CB challenging further on what would happen if a serious safeguarding incident occurred when AP was teaching, and PW was not on site. PW said both Learning Partners and Boxgrove were flexible, and he is always on the phone if needed. His Thursday role with (GLP) is not with children so he can drop it and come to Onslow at short notice.</p>



<b>6b.</b>	<b>Questions arising from the Head Teachers Report</b>  <b>Q.</b> CM asked for clarification on page 6 which stated ‘there has been one exclusions since the last report’. Normally the COG is notified on the day it happens and she hadn’t been made aware of an exclusion and asked whether there had been an exclusion or if this was an error on the report. <b>A.</b> AP confirmed the exclusion had taken place in the autumn term and was not a new exclusion.  CM asked that comparative data on numbers of pupils with a Team Around the Family (TAF) could be included in the next HT report. ACTION: PW
<b>7.</b>	<b>Safeguarding</b>  CB explained that the Safeguarding visit was useful and focussed on seeking assurance that the DSL role was working whilst KD was on maternity leave. CB felt reassured that AP had full control and knowledge of all the children who were presenting with a concern and had a good system in place to ensure there was knowledge sharing between senior leaders. The system was simple but effective with all the details of conversations and interventions in place. CB felt the school goes above and beyond and there is tangible evidence of the support the school is putting for example children coming of child protection plans.  CB had spoken in depth about the physical interventions that had taken place. She wanted reassurance that there wasn’t a cultural change around support that was leading to a greater need for physical intervention. AP has reassured her that this was not the case. The interventions related to one specific child whose needs have escalated.  CB raised that therefore to meet this child’s more restraint training might be needed, as currently only PW had restrained training.  CM said that this was raised at the Finance Committee, and the SBM has included this in the training budget for 2023-24. PW added that some quotes had been received and he hoped the training will be in the summertime.  CB <b>challenged</b> PW to explain how the young person’s behaviour would be managed when PW was not on site until this training happened.  PW <b>explained</b> that the consistency of the teachers and TAs involved would support him. They have had positive touch training which minimises the risk of getting to the point of needing restraint and there is focus on other ways of dealing with situations such as evacuating classrooms. Freemantle’s (specialist autism outreach) have also been working closely with staff to give them a full kit of strategies to try.  CB also <b>asked</b> if it was a concern that could be two behaviour management strategies depending on staff is available which could confuse the child.  PW felt that this was unlikely as he has only had to intervene twice, and most of their interactions are positive. AP added there is a risk assessment in place to bridge that gap. It makes it really clear what to do in different scenarios to ensure consistency. She also added that the child in question is more settled now and may also access some alternative provision to help support them.  CB <b>asked</b> whether the safeguarding governor could be informed of other restraints when they happen. PW/Clerk to get back on whether this is appropriate or would be operational or prevent CB being on any panel after an incident.  CB <b>asked</b> whether staff wellbeing was affected by the situation. AP <b>replied</b> that staff were positive and committed. Their de-escalation training has helped, and things have improved in general.  CL and SB left the meeting at 20:30.
<b>8.</b>	<b>Matters brought by the Finance Committee</b>  <b>Budget 2023/24</b> <ul style="list-style-type: none"><li>• Will be discussed on the 19 April 2023</li></ul>



	<p><b>Morning Club FRM</b></p> <ul style="list-style-type: none"> <li>• Should have a healthy carry forward which is better than initially forecast.</li> <li>• This money can be used to help with the main school budget.</li> <li>• They have had to cap numbers of morning club due to staffing, but as demand had reduced anyway this hasn't caused any issues.</li> </ul> <p><b>Main FRM</b></p> <ul style="list-style-type: none"> <li>• Projecting a higher surplus than forecast.</li> <li>• Teaching costs are lower, but supply is higher due to KDs maternity leave.</li> <li>• Had a windfall around rates where SCC have appealed the business rate valuation of the school and we have had a credit which has gone back into the budget for the year.</li> <li>• Some extra grants have come in from government.</li> </ul> <p><b>Policies</b></p> <ul style="list-style-type: none"> <li>• The lettings Policy; Charging and Remissions Policy; and Processing of Special Category Data Policy were approved.</li> </ul>
9.	<p><b>Matters brought by the Children and Learning Committee</b></p> <ul style="list-style-type: none"> <li>• Started with learning walk in phonics. TC reported the atmosphere was very calm and the children were loving it. She felt the delivery was snappy and fast paced and the learning behaviour was impeccable from reception all the way to year 2 and that the way the children moved around the school was seamless.</li> <li>• Data was in HT report but didn't go through in detail in this meeting.</li> <li>• They discussed the Y1 Cohort and interventions that are being channelled to ensure they catch up.</li> <li>• The committee will ensure the Governor Visit questions are checked by staff and that they are more open ended in nature. ACTION: CB</li> <li>• The visit forms will be sent to teachers prior to the meetings so they can have any evidence ready and feel less 'on the spot'.</li> <li>• The Committee will re-look at the buddy system and ensure support for the SEND link Governor as the SENDCO only works Thursdays and it is challenging to co-ordinate that meeting. They will also rejig the EYFS/STEM and Safeguarding links. ACTION:CB</li> <li>• The positive response to the parents, staff and pupil Ofsted survey was discussed and any negative feedback was followed up on.</li> <li>• The numerous ways parents are being communicated with was highlighted and potential improvements were discussed.</li> <li>• The Home School Agreement and Mental Health Policy were approved.</li> <li>• The Homework Policy was undergoing some further development.</li> </ul>
10.	<p><b>Training Updates</b></p> <ul style="list-style-type: none"> <li>• CM and TC did the Safer Recruitment Training</li> <li>• CM did the Ofsted preparation training.</li> <li>• CM reminded Governors that the National College Training is useful as it can be done around your own schedule.</li> <li>• TC said some of the external training providers were cancelling courses she had signed up to.</li> </ul>
11.	<p><b>Policy Approvals</b></p> <p>The Inclusion Policy was approved subject to the following amendments:</p> <ul style="list-style-type: none"> <li>• Change 'The Governing Board will make arrangements' to 'The Governing Board will ensure the school make arrangements'</li> <li>• Change 'boys and girls' (pg. 2), to 'all genders'</li> </ul>
12.	<p><b>AOB</b></p> <p><b>Air Pollution</b></p> <p>CB raised that OVRA (Onslow Village Residents Association) had sent an email to members that mentioned that Onlow Infant School is close to the A3 and the Air Pollution Zone. JS mentioned that she is a member of OVRA</p>



	<p>and this information had been sent to a limited group and arose out of a talk about air pollution and the publicity around Sandfield School planting trees to alleviate the issues.</p> <p>CB <b>asked</b> for an update on the Air Pollution Studies and whether the school should have a response ready.</p> <p>WS <b>responded</b> that the GBC has nearly been running for one year and this was the most critical study. It must be a whole year as pollution is seasonal. Early indications are that the result was positive, and it didn't seem to be near the level you would be concerned at. The Community Manager will be able to inform Governors when a year is complete.</p> <p>PW shared an update from Surrey University on a study for classroom air quality that was looking at different particles. This made some recommendations around opening windows or having air purifiers for days they couldn't be opened.</p> <p>CM asked that the Community Manager put together a statement of the different studies that have been undertaken so far and their conclusions and then establish what communications can be sent to parents on this. This can also be sent to OVRA to distribute to their members. ACTION: School Community Manager</p> <p>CB suggested that the School Business Manager costed air purifiers and suggested some grants may still be available. ACTION: School Business Manager</p> <p><b>Lettings</b></p> <p>WS explained that the Finance Committee had approved the Lettings Policy. This stipulated that governor approval is needed if an alcohol licence is being obtained as part of the hire. The Committee suggested this approval is delegated to the Health and Safety Governor. After the meeting a request has been received and WS wish to discuss whether he should approve this.</p> <p>Governors raised some concerns such as</p> <ul style="list-style-type: none"> <li>• Would children be on site?</li> <li>• Who would inspect the premises to ensure they were properly cleaned, and no alcohol was left on site or that bins were not overflowing?</li> <li>• Whether there was a cost to the school in doing a safety check</li> <li>• The hall being central with classrooms and offices around it so making sure this isn't accessible to drunk adults.</li> </ul> <p>PW said contractors come in every school day to clean after school so the agreement would have to have a clause where hirers leave it as they find it, as this could be an important source of revenue for the school. The caretaker could be approached to do the safety check before children arrive on site, but this would have to be paid for and fair within the terms of his contract.</p> <p>ACTION: WS will follow up on whether children will be attending and cleaning before approving the hire.</p> <p><b>Congratulations</b></p> <p>CM asked that PW pass on congratulations to everyone at the school for the Ofsted report (when it is published)</p>
<p><b>13.</b></p>	<p><b>Effective Governance</b></p> <ul style="list-style-type: none"> <li>- Updated constitution by appointing Jane Shipp</li> <li>- Reviewed Ofsted inspection and next steps for the School</li> <li>- Received a report from the Head Teacher</li> <li>- Discussed Safeguarding Arrangements</li> <li>- Committee updates</li> <li>- Recorded training</li> <li>- Approved policy and considered how it would be applied in practice</li> <li>- Questioned reporting process for exclusions and restraint.</li> </ul>
<p><b>11.</b></p>	<p><b>DATE OF NEXT MEETING - 19 April 2023</b></p>



### **Action Table for the Meeting 22 March 2023**

PW Add data on TAF to HT report

PW to organise Restraint Training in Summer Term

CB to prepare questions for next Link Visits and Run past PW, keeping more open.

CB to re-look at Buddy System/Link roles

School Community Manager to compose an email to parents/OVRA regarding air pollution.

School Business Manager to look into air purifiers.

WS to follow up on whether children will be present and what the cleaning arrangements are for a letting.