



**Pennine View School Local Governing Body
Safeguarding, Leadership & Management
Thursday 1st July 2021 at 09:30
Pennine View & MS Teams**

Those Present:		
Sarah Mulhall	Headteacher	SM
Emma Heyes	Chair/Safeguarding Link Governor	EH
Andy Clayton	Governor – T&L Link Governor	AC
Carole Lawrie	Parent Governor – Wellbeing Link Governor	CL
Sally Macdonald	Governor – Transitions Link Governor	SMa
Also Present:		
Joel Hardwick	Assistant CEO – Strategy & Partnerships	JH
Emma Sheedy	Nexus Governance Clerk	ES
Apologies:		
Elise Bowen	Teacher Governor	EB
Warren Carratt	Chief Executive Officer	CEO
Kelly-Ann Robinson	Parent Governor – Wellbeing Link Governor	KAR
Chris Rowse	Governor – T&L Link Governor	CR
Sally Wylde	Staff Governor	SW
No Apologies:		

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence Apologies were received from EB, CEO, KAR, CR and SW.	
1.2. To accept apologies for absence Apologies were accepted from EB, CEO, KAR, CR and SW.	
2. ITEMS OF URGENT BUSINES	
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. PENNINE VIEW SCHOOL LOCAL GOVERNING BODY MINUTES	
4.1. To approve the minutes of the following meeting: The minutes of the meeting held on 13 th May 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. It was agreed for the Chair to determine if a Grandparent can be appointed as a Governor.	EH ASAP
4.3. Matters arising from the Minutes SM provided Governors with an update regarding the tribute made to the family of Jack Ward at the Leavers event.	
5. POLICIES	
5.1. Policies for Review 5.1.1. Governors received the Policy Update Report and; 5.1.2. The Health & Safety Policy was reviewed and approved. 5.1.3. The Premises Management Policy was reviewed and approved. 5.1.4. The British Values Policy was reviewed and approved.	
5.2. New Policies 5.2.1. The Accessibility Policy was reviewed and approved. 5.2.2. The Visiting Speaker Policy was reviewed and approved.	

6. ITEMS TO BE CONSIDERED	
<p data-bbox="124 309 488 344">6.1. Headteacher Report</p> <p data-bbox="124 380 1275 450">Governors received the Headteacher Report in advance of the meeting and discussion/challenge was as follows:</p> <p data-bbox="124 486 1275 663">SM explained there is lots to celebrate in the Headteacher Report for the summer term and also as a collective across the school year. It has been chaotic and challenging but the summer term has been the most normal throughout this period. SM made Governors aware that one bubble had burst following a positive case, which is a true testament to the school's relentless focus on safety.</p> <p data-bbox="124 698 1275 947">Self-assessment for Leadership & Management is a 2 and this is because there is still identifiable work to do within phonics and reading. SM provided an overview of the external review and Governors received a copy of the report with their papers. JH queried next steps following the deep dive review and SM spoke about the review of roles and responsibilities in terms of subject leadership. 16th July is an INSET day to focus on whole curriculum areas. A qualitative planning model will be rolled out in September 2021.</p> <p data-bbox="124 983 1275 1335">Presently the school has agreed places for 121 pupils plus an additional seven, which will take the numbers on roll to 128 pupils. SM has worked with the Trust in developing partnerships with Doncaster, Sheffield and Barnsley Local Authorities in terms of Year 7 pupils requiring placement for September 2021. In order to facilitate the extra places, the school has identified the Art room to be converted into a functional classroom space and installation of an ICT infrastructure into the existing Hobby classroom. The Art room has been identified as an under used space and would ideally make a great learning space. The conversion costs have been factored into placement costs to ensure that the school's budget remains balanced. Scoping of building costs have begun so that the school is ready to proceed once final placement agreements have been agreed.</p> <p data-bbox="124 1370 1275 1478">SM spoke about the new systematic synthetic phonics (SSP) programme, which is in line with Department for Education guidance, and training will be taking place on 1st September 2021.</p> <p data-bbox="124 1514 1275 1691">During the half term holiday, the school main hall has had its first stage of renovation. The projector and screen have been replaced, new LED lights fitted, a new Pennine View blackout film fitted to the window and new blackout blinds to replace the outdated curtains. In the summer, all hall ceiling tiles and new LED lights are due to be fitted. The next step is to secure quotes for redecoration.</p> <p data-bbox="124 1727 1275 1935">Transitions at The Bridge are going well. All seven young people have visited the site and assisted with the renovations. It is hoped that later this term all families of the pupils will have the opportunity to attend. SM will continue to provide leadership support for The Bridge Lead during the first year of opening. Work is underway with designing the curriculum offer and discussions are ongoing with Forest Schools and The Duke of Edinburgh.</p>	

The school's NQT continues to make good progress through their assessments against the Teacher Standards. SM continues to provide mentoring support to shape and develop practice. The NQT has attended external CPD to deliver their knowledge of subject leadership. Following teacher interviews, the NQT has secured a permanent position for September 2021.

A Governor asked if Hobby Group has finished and SM advised they are now linked to a class alongside a class team/peer group but they will continue to have their own places and spaces of learning.

SM provided an overview of the Quality of Education, which is self-assessed as a 3, and provided further context regarding the SSP programme.

SM explained that Schemes of Work and associated learning objectives are developing in all subject areas to support the planning of the themed curriculum; this includes a Humanities (Geography and History) Scheme of Work. Each subject Scheme of Work details objectives that Pennine View expect their pupils to achieve; these have been developed at three different levels; Experience, Express and Assert.

SM advised of an external review by B11 planned after Autumn 2.

[SMa left the meeting at 09:53].

SM explained that Behaviour & Attitudes is self-assessed as a 2. Following the introduction of a class-based model across the school, the school has seen a significant positive impact upon pupils in terms of their well-being but also with the ability of class teams to adopt a consistent approach. This has led to an overwhelming reduction of incidents during the Autumn Term (when the majority of school was on site), during the Spring Term (operating around 50% attendance) and has continued during the Summer Term (all pupils on site). The school has provided a wide range of activities and learning opportunities that have served to support learning and well-being. Pupil engagement, both on and off-site, has been good as evidenced through completion of work tasks, pupil articulation (Oracy) and sense of community are again both positive features of the school. Governors received the analytical data as a comparable.

The Leavers Prom was a massive success and **commended by Governors.**

Lunch and break times have operated differently due to bubble arrangements and SM provided context regarding this. Next year, the PE Lead will have responsibility for the delivery of structured activities for lunch/break times and enrichment but pupil voice will be taken into consideration.

JH asked if the positive impact of behaviour is improving progress data and SM thought a clearer answer would be available at the next data collection as there is likely to be a delayed effect in that coming through into progress.

SM advised that a group of staff will be attending Mental Health First Aid training before the next academic year.

The new Deputy Headteacher will take on the role of Careers Lead and LAC Teacher.

<p>The Chair asked about the transitions of new pupils and SM advised the planned 'traditional' transition day on 13th July has been cancelled, due to the restrictions. However, one to one transitions will be carried out for new pupils, in line with COVID risk assessments.</p>	
<p>6.2. Safeguarding Report</p> <p>Governors received the Safeguarding Report and SM advised of the forthcoming Safeguarding Review by Luci Windle (LW) on 5th July 2021.</p> <p>A Governor commented that the safeguarding answers received from staff were not coherent and SM advised that in her experience this is a common theme across all levels of staff and is being addressed.</p> <p>The Chair asked if the outcome of LW's visit will be presented to Governors and SM advised yes.</p>	
<p>6.3. Community Voice Report</p> <p>SM provided an overview of the Community Voice Report.</p> <p>This term, Pennine View have taken part in the Big Ask Survey. This was a national survey set up by the Children's Commissioner for England to identify barriers stopping children from reaching their potential and to put forward solutions and set ambitious goals for the country to achieve. All pupils took the survey online and the results are due out shortly. In terms of the Pennine View Community, the Big Ask Survey was adapted to help identify the barriers stopping children and young people from reaching their full potential. Governors received the results of the 'Pennine View' Big Ask Survey.</p> <p>Family voice is hugely positive, which Governors commended.</p> <p>SM updated Governors regarding Sports Day and advised parents would not be attending due to the current restrictions.</p>	
<p>6.4. Academy Health & Safety Self-Assessment Report</p> <p>[PK joined the meeting at 10:24] and provided an extensive overview of the Academy Health & Safety Self-Assessment Report and appendices.</p> <p>PK explained about the new process of accident reporting, which has been successfully launched with the school Office Manager, Data Manager and Medical Lead. The new process has been well received by staff.</p> <p>The Chair asked about the new accident reporting process and PK provided clarity.</p> <p>PK spoke positively about the new enhanced Wellbeing Package, which has been very well received by staff and provided context regarding impact.</p> <p>PK updated Governors regarding the LED lighting upgrade.</p> <p>The Chair asked if the risk assessment training is virtual and PK advised this is to be confirmed.</p>	

<p>[PK left the meeting at 10:46].</p>	
<p>6.5. Competent Person Audit & Action Plan</p> <p>Governors received the Competent Person Audit & Action Plan, which PK overviewed and advised all outstanding actions will be addressed prior to the deadline date.</p>	
<p>6.6. Budget Monitoring</p> <p>Governors received the Budget Monitoring Report.</p> <p>A Governor queried if school foresee funding issues with DMBC funding and SM advised no, invoicing would commence in September 2021.</p>	
<p>6.7. 2021-22 Draft Budget & Staffing Structure</p> <p>Governors received the draft 2021/22 budget. SM advised the budget is tight for the next academic year and spoke about the £36k contribution towards the operational costs for The Bridge. However, Y7 placement numbers will potentially increase to provide a healthier bottom line.</p> <p>The staffing structure was overviewed by SM, which had been shared with the Chair prior to the meeting. One Assistant Headteacher leaves at the end of the academic year and a new Deputy will commence. There will be six classes in lower school and five in upper school - one of which will be offsite at The Bridge. SM will continue to provide leadership support for The Bridge Lead during the first year of opening. Each class will continue with two Teaching Assistants (TA). The Senior Admin Officer is leaving after securing promotion at another school in Doncaster. Craig Hollings will continue with IT support and the Site Manager continues into his 69th year.</p>	
<p>6.8. SIP/SEF Update</p> <p>Governors received the updated SIP and SM advised the SEF would be updated during the summer holidays.</p>	
<p>6.9. Register of Interest Update</p> <p>The Chair advised Register of Interests would be distributed by email for completion.</p>	
<p>6.10. Outstanding Achievement Awards</p> <p>SM advised Governors of the decision not to do this, this academic year. SM does not feel this is appropriate because it has been such a difficult year. JH suggested the option of distributing a note from the LGB to all staff and SM agreed to consider how best to do this.</p> <p>ACTION: SM to consider how best to distribute a note of thanks to all staff.</p>	<p>SM ASAP</p>
<p>6.11. Chair/CEO Verbal Update of Key Issues from Trust Board of Directors</p> <p>JH spoke about the SLT Strategy Day on the 25th June, led by the Executive Team, which focused on planning the CSIF delivery plan for 2021-22 and CPD.</p> <p>JH spoke about the potential of streamlining the Governance model and proposed having three business LGBs (with reports etc.) and utilise the other three meeting dates as focused qualitative meetings to address the quality of education and school community.</p>	

JH advised of an ongoing ICT & Infrastructure Review across the Trust.	
JH advised the Trust are recruiting an Assets & Facilities Lead.	
7. GOVERNANCE MATTERS	
7.1. Governors to complete Activity Log	
Governors were reminded to email any activity to clerkingservices@nexusmat.org	
8. ANY OTHER URGENT BUSINESS	
8.1. To consider any other urgent business agreed by the Chair	
8.1.1. EH spoke about the potential of holding a Nexus Governance Conference, which Governors welcomed to share best practise but stated during the day would be better.	
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 14 th October 2021	09:30 – 11:30	Pennine View School	Teaching, Learning & Wellbeing
Wednesday 17th November 2021	16:00 – 19:00	Craggs School	Leadership Summit
Thursday 2 nd December 2021	09:30 – 11:30	Pennine View School	Safeguarding, Leadership & Management
Thursday 3 rd February 2022	09:30 – 11:30	Pennine View School	Teaching, Learning & Wellbeing
Thursday 24 th March 2022	09:30 – 11:30	Pennine View School	Safeguarding, Leadership & Management
Thursday 12 th May 2022	09:30 – 11:30	Pennine View School	Teaching, Learning & Wellbeing
Tuesday 28th June 2022	16:00 – 19:00	Craggs School	Leadership Summit
Thursday 30 th June 2022	09:30 – 11:30	Pennine View School	Safeguarding, Leadership & Management

Minutes approved

CHAIR	SIGNATURE	DATE

