

Kirklees Directorate for Children & Adults

**THE GOVERNING BODY OF FLOCKTON CE (C) SCHOOL**

Minutes of the meeting of the Children, Families and Communities Committee held at 6.30 pm at the School on Wednesday, 6 November 2019.

**CHILDREN, FAMILIES AND COMMUNITIES COMMITTEE**

PRESENT

Mrs S Pearson (Chair), Mr N Cappleman (Head Teacher), Reverend V Keating, Mrs E Hurst, Mrs S Rawling

IN ATTENDANCE

Mr G Dawkins (Minute Clerk)

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
171. Apologies for Absence and Declarations of Interest	Apologies for absence were received from Mrs D Nouwen (consent).  There were no declarations of interest.	
172. Notification of Items to be brought up under Any Other Business	The following item was notified to be brought up under Ant Other Business:  Diocesan Advisor	
173. Minutes of the Meeting held on 6 March 2019	It was noted that the minutes of the Children, Families and Communities Committee meeting held on 6 March 2019 had been approved and signed by the Chair at a previous full Governing Body meeting.  The following was reported on the Actions recorded in the minutes of 6 March 2019:  (a) Minute 153(a) – Parent Survey, Action 1: Has the School Council further explored pupils' views on lunch?  <b>Action 1:</b> The Head Teacher is to check that the School Council did further explore pupils' views on lunch.	Head Teacher

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	<p>(b) Minute 153(a) – Parent Survey, Action 2: This was done and the Theme of the Term is on the School Website. It was noted that the School Website is to be revamped and a specific curriculum area is to be developed.</p> <p>(c) Minute 153(a) – Parent Survey, Action 3: Responses to the comments in the Parent Survey were responded to via Facebook/text.</p> <p>(d) Minute 153(b) – Pupil Survey, Action 4: It was reported that the School Council have not yet been invited to this Committee meeting. It was now felt that it would be better for two Governors from this Committee to meet with the School Council after the Pupil Survey in the Spring Term.</p> <p><b>Action 2:</b> Two Governors from this Committee to meet with the School Council after the Pupil Survey in the Spring Term.</p> <p>(e) Minute 153(b) – Pupil Survey, Action 5: School Council Feedback is covered under an Agenda item.</p> <p>(f) Minute 154 – School Prospectus, Action: To look at other School Prospectuses - This is covered under an Agenda item.</p> <p>(g) Minute 159 – Review SEF, Action: Update attendance figure and Parent Survey feedback – This is covered under an Agenda item.</p>	<p><b>Governors /Chair</b></p>
<p><b>174. Matters Arising</b></p>	<p>The following Matters Arising were reported:</p> <p>(a) <u>Review School Website, Minute 152(a) refers</u></p> <p><b>Action 3:</b> The removal of acronyms from the School Website is to be undertaken.</p> <p>(b) <u>Parent Survey, Minute 153(a) refers</u></p> <p>It was reported that the comments in the Parent Survey have been followed up. It was also noted that a Parent Curriculum Survey has been carried out this term and the feedback has been given on Word Cloud.</p>	<p><b>Head Teacher</b></p>
<p><b>175. Governor Recruitment</b></p>	<p>The Chair has made enquiries without success as yet.</p> <p><b>Action 4:</b> Governor vacancies are to be advertised on Facebook and the Governor Newsletter for this term.</p>	<p><b>Chair / Head Teacher</b></p>

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176. School Prospectus	<p>The Head Teacher reported that he had looked at a number of other school prospectuses and is proposing to have a fuller website with a "slimline" prospectus format.</p> <p>Q1: How can people without computers get access?  A1: The prospectus can be viewed in school and the slimline version will be available in hard copy.</p> <p><b>Action 5:</b> The new Head Teacher, Mrs Emmaline Bulmer is to progress the prospectus.</p>	Mrs E Bulmer
177. School Council Feedback	<p>The following was reported regarding the School Council:</p> <ul style="list-style-type: none"> <li>• There is currently no Governor supporting / linked to the School Council.</li> <li>• The School Council have been busy with Harvest Festival, Remembrance Day, Anti-Bullying Week (odd sock day on 12 November and leading collective worship) and Children in Need on 15 November.</li> </ul> <p><b>Action 6:</b> The £200 that was available for the School Council to spend as noted in Minute 155 is to be reported on "How Spent" at the next meeting of this committee.</p>	Head Teacher
178. Ethos and Worship Group Feedback	<p>It was reported that the Ethos and Worship Group have been busy and there have been quite a few meetings already looking at the following:</p> <ul style="list-style-type: none"> <li>• School Values with a calendar for the school to introduce the values with 1 each half term.</li> <li>• The members of the group have been introduced to the school.</li> <li>• Introduction of Reflection areas across school.</li> <li>• Wonder Wall – Images / Questions posed to classes every few weeks.</li> <li>• Change the Reception area to have a table and chairs with an information board displaying the school's values.</li> </ul> <p><b>Q2: What will happen with lost property currently in the Reception area?</b>  <b>A2:</b> It will be signposted for parents and children.</p> <ul style="list-style-type: none"> <li>• Reflective Club every week which provides a thoughtful place.</li> </ul> <p>It was reported that the School Council and the Ethos and Worship Group represented the school very well during the Ofsted Inspection.</p>	
179. Review Action Plan, Publish Reports to Parents	<p>It was reported that the Curriculum Review and feedback from the Parents' Questionnaire has been given to parents and the Action Plan is in progress.</p>	

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<p><b>180. Collective Worship and Christian Values including SIAMS</b></p>	<p>It was reported that the Christian Values have been looked at and are now moving onto Collective Worship with Thankfulness this half term making sure that this links through to the values and SIAMS.</p> <p><b>Q3: Do all classes have RE?</b>  <b>A3:</b> Yes, once a week plus Collective Worship which brings in the Christian Values and the 4 Cornerstones.</p> <p><b>Q4: Do we have resources for the Reflective Areas?</b>  <b>A4:</b> The Understanding Christianity scheme is in place but its use is being reviewed with the Pyramid.</p> <p><b>Q5: When is the next SIAMS inspection due?</b>  <b>A5:</b> Likely 2021 but can be before.</p> <p>It was noted that in November there is Diocesan training on "Courageous Advocacy in Action" and also on how to develop links between the large groups in the Ward of the old and the young such as through Lunch Club.</p>	
<p><b>181. SMSC Audit</b></p>	<p>The new audit has been released 6 November 2019 inline with Ofsted 2019. Some of the wording has changed and updated since the 2014 version.</p> <p>As we have been through Ofsted there is a lot of evidence that will feed into the Audit once the Ofsted Report is official.</p>	
<p><b>182. Review SEF : SMSC including British Values</b></p>	<p>The SEF has been reviewed in line with the new Ofsted descriptors and will be updated once the Ofsted report has been released.</p> <p><b>Q6: When will the Ofsted Report be officially released?</b>  <b>A6:</b> The draft report was received on Monday 4 November 2019 for the factual check which was done, so the official report is expected to be released soon.</p>	
<p><b>183. Community Hubs</b></p>	<p>It was reported that there is a new Community Coordinator, Mr Lawrence Dodd, funded by the LA who is expected to take the pressure off the Head Teachers and to raise the profile of the Community Hubs for Early Intervention.</p> <p>The Reverend Keating and Mrs Rawling were to meet with Mr Dodd but this meeting was postponed to be rearranged.</p> <p>It was noted that there is a meeting next week regarding the Sugar Tax and £20k for Physical and</p>	

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	<p>Mental Health in the Community.</p> <p>It was noted that there is no Youth Provision in the area.</p> <p><b>Q7: Can bids be put in for the £20k?</b></p> <p><b>A7:</b> It is the Hubs money and suggestions can be made; its allocation is to be discussed at the Sugar Tax meeting next week.</p>	
<b>184. Pastoral Care</b>	<p>This area was covered in the Ofsted Inspection which was positive and feedback will be given once the Ofsted report is released.</p>	
<b>185. Safeguarding – Actions / Updates</b>	<p>It was noted that the School and Governors were scrutinised in detail by Ofsted covering site safety, Leaders, Governors, Staff and children. The feedback from Ofsted was positive but to be confirmed once the report is released.</p> <p>The support data is as follows:</p> <ul style="list-style-type: none"> <li>• 2 families TAF</li> <li>• 1 CINP</li> <li>• 1 family was CPP but this is now closed.</li> </ul>	
<b>186. Exclusions and Other Serious Events Report</b>	<p>There was none to report.</p>	
<b>187. Governor Newsletter</b>	<p>The Chair apologised for the lack of a Governor Newsletter.</p> <p><b>Action 7:</b> The Governor Newsletter is to be issued with Governor Visits reports and an advert for a new Governor. The Chair is to speak to Amerjit Sahota regarding literature to put on the website for a new Governor.</p>	Chair / School Governor Service
<b>188. Policy Reviews</b>	<p>The following policies were reviewed:</p> <p>(a) <u>Safeguarding Policy</u></p> <p>This is a revised policy created by KSCB, it has been adapted as necessary and is on the website.</p> <p>It is recommended that this policy is adopted by the school.</p>	

(b) Behaviour Policy

There are no changes other than the date. This policy has been shared with staff and is recommended for adoption by the school.

(c) Governor Statement on Behaviour Principles

There have been no changes other than the date. It was proposed that the quote from the Ofsted Report be added once the report is released. Then these principles can be published on the School Website.

(d) Online Safety Policy

This is an LA policy that has been revised from last year. It was noted that the Head Teacher takes the ultimate responsibility, but the role of Designated Lead can be delegated.

**Q8: Do we need to invite new parents to Online Safety Training in school?**

**A8:** This could be done through the Community Hub and more information is being put on the school website.

It is recommended that this policy is adopted by the school.

(e) Supporting Pupils with Medical Needs Policy

Staff training records have been updated and when this policy was reviewed in March 2019 the "missed administration dates" were reviewed.

It is recommended that this policy is adopted by the school.

**RESOLVED:** That the following policies be adopted by the School:

- Safeguarding Policy
- Behaviour Policy
- Governor Statement on Behaviour Principles
- Online Safety Policy
- Supporting Pupils with Medical Needs Policy

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189. Report back from Governor Training / Visits	There were no reports from Governors regarding training or visits. Governors are to arrange meetings / visits into school.	
190. Any Other Business	<p><u>Diocesan Advisor</u></p> <p>It was noted that the Diocesan Advisor is now Rupert Madeley.</p>	
191. Dates Of Future Meetings and possible Agenda Items	<p><b>RESOLVED:</b> That the next meeting of the Children, Families and Communities Committee is be held at 6.30 pm at the School on Wednesday, 4 March 2019</p>	
192. Agenda, Minutes and Related Papers – School Copy	<p><b>RESOLVED:</b> That no part of these minutes be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.</p>	

The meeting closed at 7.45pm.

Chair

*Steady*

Date

25/11/2019

