

Pupil Support Committee

Pupil support - responsible for behaviour, safeguarding, attendance, children's spiritual, moral, social and cultural development, children, parent and staff voice, equality and diversity, extra-curricular activities, cluster and other partnership.

ITEM	NOTES	ACTION
1.	Attendance Present: Helen Carpenter, Victoria Mirfield (Chair), Louise Shackleton, Ray Smith, Sally Clough (minutes)	
2.	Minutes and matters arising from the last minutes Minutes of the meeting on 23/6/22 accepted as an accurate record. Matters arising: Safeguarding training: RS and LS still to complete. Action: HC to confirm with other governors who still needs to do Safeguarding training and then book online training. Action: LS to add Prevent training to training log.	HC LS
3.	Policy Reviews Action: HC will make sure spreadsheet of policy review dates is up to date and add link for ease of access. a. Anti-bullying policy. Review deferred to Spring meeting. This policy went to the School Council and they would like to run a full review and to have engagement from school pupils. b. Safeguarding & Child Protection policy. (already reviewed in FGB) Agreed this policy has already been reviewed at FGB. c. Acceptable use of IT policy & agreement. Agreed. Review in 1 year. HC explained that the policy is shared with each class in a lesson and discussed. In KS2 the children sign a digital form in class. All parents received a copy appropriate to the age of child and sign digitally to agree to support the policy and this is completed annually. School follow up with those that haven't signed. Additional learning is also covered in the PHSE curriculum. Advised that staff do a quiz as a quick tester of policy knowledge. d. Online Safety policy. Agreed. Review in 1 year. HC highlighted the areas of safeguarding children when online in lessons, the informative table of when online access is permitted and what to do in the event of an incident. There was a discussion of how handing in of mobile devices in Y5 and Y6 pupils is monitored. Action: HC to consider asking parents to notify school if a Y5/6 pupil will be bringing a phone to school on the end of day arrangements form that goes annually to KS2 parents.	HC

	<p>Notice to Y3/4 parents that phones are not allowed and to Y5/6 that they are allowed but should be handed in at the start of the school day.</p> <p>Action: VM to add online safety question for half termly school visits. Ensure online check of filter logs is carried out on Governors day in school.</p> <p>e. British Values Statement. Agreed. Review in 3 years.</p> <p>HC highlighted that the statement collates the approach the school takes to support children to articulate the link between curriculum and learning activities to British Values eg democracy through a number of school teams such as the Eco-Team and School Council.</p> <p>f. Governor visits to School Policy. Agreed. Review in 1 year.</p> <p>All reminded to complete visit forms.</p> <p>Action: SC to complete forms for SATS review visit.</p> <p>g. School Travel Plan. Agreed.</p> <p>HC clarified this is generated automatically from information pulled from the website such as cycle training, cycle and scooter storage, cycle club, travel tracker and promoting sustainable travel.</p> <p>h. Annual Admissions Policy. Agreed.</p>	<p>VM</p> <p>SC</p>
<p>4.</p>	<p>SEND Update</p> <p>How staff are deployed to support pupils with SEND</p> <ul style="list-style-type: none"> Teaching Assistants are allocated to each class, which is enhanced where there is at least one child with additional funding. This currently applies to every class except nursery with the highest concentration in Reception. There is a lead autism practitioner to support specific children and parents – Jayne Chilton. Learning mentor – Caroline Eley. <p>Strategies/ programmes in place to support pupil welfare</p> <ul style="list-style-type: none"> Whole school approach – zones of regulation. This provides a common language to talk to children about feelings. Caroline Eley does a lot of work in classes and focus with individual children. School can refer children to counselling through the cluster, which is provided in school time. <p>SEND training</p> <ul style="list-style-type: none"> Training coming up for a staff meeting to support children with specific learning difficulties. One TA currently doing a course about supporting pupils with SEND. <p>Outside agencies currently involved with any pupils with SEND</p> <ul style="list-style-type: none"> Hearing impairment teacher from the Deaf and Hearing Impairment Team (DAHIT) Educational psychologist Speech and language therapist SEN inclusion team (SENIT) to work with individual children Cluster counsellor Feeding team have been accessed for a pupil in Reception. Advice from OT has been sought for a pupil in Reception re seating at mealtimes. <p>Annual reviews of EHCPs/ FFI funding</p>	

	<ul style="list-style-type: none"> • These have been scheduled for the year and gone out for parents. • HC explained that the Funding for Inclusion (FFI) is a top up fund over and above the first £6k which is met through notional SEN funding. <p>LS confirmed they are happy to be the new SEND governor.</p> <p>Action: LS to liaise with Marie Colannino for the SEND update for the next meeting. Action: HC to email Marie and cc LS as introduction. Will also email the form which outlines the difference in reporting to this (provision) and the teaching and learning (outcomes and progress) committees.</p>	<p>LS</p> <p>HC</p>
5.	<p>Child Protection/Safeguarding Update</p> <ul style="list-style-type: none"> • One family with active social care involvement currently going through courts. • One family had an initial assessment with social care but the level of concern reduced and the case was closed. • One family with closed case but school are engaged to see how they can help. • One pupil left Y6 last year due to start Prince Henry's who then relocated to Grimsby and only started high school today. School have been in contact throughout and now can send paperwork to the new school as handover. • No online safety incidents to report. <p>HC explained that safeguarding may arise from reports external to school. In the case of any incidents of domestic violence that police have attended and a child is present – the next morning, the school and GP of the child is notified. This allows school to follow up with the child.</p>	
6.	<p>Equalities Update</p> <p>The equalities team hasn't met this year so far. 'Disability awareness' has been set as the theme for the Equalities day this year. Joanne Hattersley leads this team.</p>	
7.	<p>School Council Update</p> <p>The newly appointed council has just started to meet and are focussed on House points display, organising something for Children in Need and involving pupils in a competition around the Anti bullying policy.</p>	
8.	<p>Climate Change and Westgate Update</p> <ul style="list-style-type: none"> • Recent Harvest festival had Climate change theme. Church wardens managed to spot a power cut and although the live link to the performance was affected, a recording was made available after the service. • Next week – author Jeanne Willis is attending all day on Thursday and will talk about their nature story book Bog Baby in assembly for up to Y4. For Y5/6 they will talk about their life as author/illustrator. • Otley wildlife friendly festival. Y2 and Y5 are repeating their Harvest festival presentations at the Core in November. • The Eco team have had their first meeting and duties have been expanded to litter pick on a lunchtime, once a week, checking bird feeders, scooter racks, and the suggestions box. Children also do classroom checks eg recycling paper, are the lights off, is the computer/air con off and if bins are used appropriately. The class with the most points gets a certificate. Feedback is also given to classes on points of improvement. 	
9.	<p>Attendance (including Impact of COVID-19) (discussion if Covid as standing item can be removed this year).</p>	

	<ul style="list-style-type: none"> • There are still some absences due to covid. Current high rates of Scarlet fever and D&V and fogging has recommenced in classrooms. • SC is now attendance governor and will come in and talk to Caroline Eley and HC re attendance thresholds and documentation. • Last year, Westgate had a 94.7% attendance rate compared to 95.4% national average, and 8.9% for persistent absence compared to 12% national average. <p>HC confirmed that Westgate and the family of schools approach is to fine for unauthorised absences of 5 days or more in a 12 week period. In some exceptional circumstances, terms time holiday may be authorised and the family of schools can provide support when considering requests from families.</p>	
10.	<p>Any other business</p> <p>Do school lunches and milk provision comply with DfE standards?</p> <ul style="list-style-type: none"> • Yes. All pupils can order milk. It was noted that the cost of refuse has decreased significantly due to replacement of tetrapak milk cartons with larger bottles/re-usable beakers. School dinners have Meat free Monday options and Fun fruit Friday. <p>Complaints?</p> <ul style="list-style-type: none"> • Expecting one formal complaint. VM offered governor support as and when that arrives. <p>Any child/staff/parent/carer surveys planned?</p> <ul style="list-style-type: none"> • Acceptable use quiz, keeping children safe in education quiz. Have changed the timing of SEN reviews for children. If children have an SEN plan, then parents will now have meetings with their class teacher every half term at parents eve OR at an SEN review meeting (online). Additionally, before these meetings, a short questionnaire will be send for parents to complete to enable productive conversations. <p>Website, is everything in place?</p> <ul style="list-style-type: none"> • It has been recently updated for phonics. • Action. HC to check policies are the most up to date. <p>Cluster update.</p> <ul style="list-style-type: none"> • Rob Wilks and HC attended the Steering Group meeting. The budget didn't get agreement due to further information and understanding required but the cluster action plan for the year and focus was agreed. <p>Potential financial overspend was queried. HC confirmed energy increases had been included in the agreed budget but there were still unknowns about pay awards, and this would be picked up by the Resources committee.</p> <p>Governor visits including Safeguarding/Child Protection and checking of central record</p> <ul style="list-style-type: none"> • School Visits: Dates arranged: <ul style="list-style-type: none"> ○ Attendance – Sally. November Wednesday 9th 9am. ○ Safeguarding – Vicky. November Thursday 3rd 8.45am. 	<p>HC</p> <p>SC VM</p>
11.	<p>Date and time of next meeting</p> <p>Thursday 19th January 2023. 6pm.</p>	