



**North Ridge School Local Governing Body
Safeguarding, Leadership & Management
Wednesday 25th November 2020 at 13:00
via MS Teams**

Those Present:		
Anita Denman	Head of School	AD
Lisa Suter	Executive Headteacher	LS
John Coleman	Governor - Chair	JC
Amanda Armer	Governor – Non Teaching	AA
Darren Dickinson	Governor – Wellbeing Link Governor	DD
Claire Garbutt	Governor – T&L Link Governor	CG
Rachel Potts	Governor – Safeguarding Link Governor	RP
Jade Soler-Alcaraz	Governor – Teaching	JS-A
Jacky Tattershall	Assistant CEO – School Improvement	JT
Also Present:		
Warren Carratt	Chief Executive Officer	CEO
Emma Sheedy	Governance Clerk	ES
Apologies:		
No Apologies:		

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence There were no apologies received.	
1.2. To accept apologies for absence There were no apologies received.	
2. ITEMS OF URGENT BUSINESS	
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.	
3.2. Review & Completion of Annual Documentation Outstanding Register of Interest forms will be followed up outside of the meeting.	
4. NORTH RIDGE SCHOOL LOCAL GOVERNING BODY MINUTES	
4.1. To approve the minutes of the following meeting: The minutes of the meeting held on 30 th September 2020 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.	
4.3. Matters arising from the Minutes There were no matters arising.	
5. POLICIES	
5.1. Policies for Review The H&S Policy Appendix was reviewed and accepted by the LGB.	
5.2. New Policies None.	
6. ITEMS TO BE CONSIDERED	
6.1. Headteacher Report The Headteachers Report had been shared with Governors in advance of the meeting and was overviewed by AD. Discussion and challenge was as follows:	

<p>The CEO asked how things were going at this point of the year and AD explained it's been an interesting first term as a new Head of School in the middle of a pandemic and provided further context; SLT structure and designated roles have been reviewed, there have been several new appointments and AD is developing an understanding of strengths and personalities of the staff.</p> <p>AD explained that so far Covid had not significantly impacted North Ridge; attendance remains good, no closed bubbles and only two members of staff are out of school – only 1 is Covid related. LS added that CG, DD and RP had visited school/virtual meetings to undertake T&L, Wellbeing & Safeguarding Link Governor work and extended thanks for their submitted reports, which had been shared with Governors. The Chair extended thanks to the AD and all staff for their continued support.</p> <p>JT queried teacher observations/grading and asked for more context which AD and LS provided. JT queried learning environments and if this is proving successful and AD explained that a member of staff has been signposted to lead on this.</p> <p>RP asked for more information regarding the 30-day wellbeing challenge and LS explained this is going well and provided more information. The Staff Governor commented positively regarding this also.</p> <p>CG asked about the cause for concern regarding a member of staff and AD provided an update regarding this and outlined the next steps taken.</p> <p>JT asked if staff training packages can still be accessed virtually and AD advised that everybody has adapted very well and undertaking this remotely.</p> <p>The CEO queried the material change regarding the statutory change in the RSE policy and AD explained that as North Ridge is predominantly an SLD school there is minimal content change.</p>	
<p>6.2. Safeguarding Report</p> <p>AD provided an overview of the content of the Safeguarding Report.</p> <p>RP advised of a very positive virtual meeting with AD and CE.</p> <p>RP provided the details of her safeguarding training:</p> <ul style="list-style-type: none"> • Safeguarding for Governors, 2017, Rotherham LSCB • Safer Recruitment, March 2018, Governor Services <p>ACTION 1: LS/AD to record RP training information on the future Safeguarding Reports.</p> <p>The CEO queried data in Section 6, as the number of Early Help Assessments completed are already double this academic year, compared to last year, and asked for broad context. AD provided this and explained about the very high MASH threshold. There was further discussion whether this could be explored via multi agency working to establish a more streamlined process.</p> <p>ACTION 2: CEO to liaise with JH about multi agency working to establish a more streamlined process</p>	<p style="text-align: right;">LS/AD 17/03/21</p> <p style="text-align: right;">CEO/JH 17/03/21</p>

<p>6.3. Community Voice Report</p> <p>LS provided a summative overview of the Community Voice Report and explained the Lockdown questionnaire is ongoing, so results will be presented at the next mtg.</p> <p>To continue strengthening relationships, school introduced Seesaw (an online real time communication app) to further develop communication between home and school. LS commented on the positive response to this with the majority joining (over 80% of parents/carers have signed up to this service). Seesaw allows school to share information directly with parents and equally allows parents to communicate with their child's class teacher directly. This has enabled leaders to respond to parents' issues or concerns with greater effect, and in a timely manner, during the present climate.</p> <p>CG commented on the Workforce Voice section and queried if this is positively impacting on staff attendance and LS advised she would agree with this. CG queried next steps for the Staff Consultation regarding the early Friday finish and AD provided this.</p> <p>RP asked for an update regarding election of the new School Council and LS/AD advised this is ongoing.</p> <p>RP queried the consultation with Support Staff for an early finish to facilitate CPD development. AA had several queries regarding this and challenged the effect to those that act as Escorts on transport, which LS responded to and agreed AA's query was fair and equitable, to be further explored at the appropriate time.</p> <p>The CEO queried the re-start of the Junior PCSO course for Post 16 students and JSA advised this has this been deferred. However, JSA has a meeting with another centre called The Step Up programme and options will be explored further.</p> <p>The CEO queried the SEND Innovation Challenge 2021 and JSA provided more information regarding this.</p>	
<p>6.4. Academy Health & Safety Self-Assessment Report</p> <p>No issues were raised with the Health & Safety Report.</p>	
<p>6.5. Competent Person Audit & Action Plan</p> <p>The LGB received a verbal update from the Clerk.</p>	
<p>6.6. Budget Monitoring</p> <p>The Budget Monitoring Report was reviewed by Governors and the CEO explained the Trust approach with this and that reports are always a couple of months behind, so the situation (especially in special schools) will always mean it's different on the day of the meeting. The CEO also explained that red and – (minus) = surplus.</p>	
<p>6.7. SIP/SEF Update</p> <p>Governors received the SIP/SEF and no queries were raised.</p>	
<p>6.8. Teacher Pay and Appraisal Review</p> <p>The Teacher Pay and Appraisal Review was reviewed and approved by the CEO.</p>	

6.9. Skills Audit Review	
The Clerk thanked all Governors for submission of their completed skills audit forms.	
6.10. Chair/CEO Verbal Update of Key Issues from Trust Board of Directors	
The CEO provided an update regarding local issues with the LA and funding.	
7. GOVERNANCE MATTERS	
7.1. Governors to complete Activity Log	
Governors were reminded to email Clerking Services at Central Trust with any activity/training undertaken. ACTION: Clerks to capture and record Governor activity as per submitted Link Governor reports.	CLERKS 27/01/21
8. ANY OTHER URGENT BUSINESS	
8.1. To consider any other urgent business agreed by the Chair	
None.	
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	

Wednesday 27 th January 2021	13:00 – 15:00	MS Teams	Teaching, Learning & Wellbeing
Wednesday 17 th March 2021	15:00 – 17:00	North Ridge	Safeguarding, Leadership & Management
Wednesday 12 th May 2021	15:00 – 17:00	North Ridge	Teaching, Learning & Wellbeing
Tuesday 29 th June 2021	16:00 – 19:00	Crags School	Leadership Summit
Wednesday 7 th July 2021	15:00 – 17:00	North Ridge	Safeguarding, Leadership & Management

Minutes approved

CHAIR	SIGNATURE	DATE