

WEDMORE FIRST SCHOOL ACADEMY
LOCAL GOVERNING BODY
MINUTES

For the Local Governors Meeting held on 1st November 2016 at 7.00 pm in the School Staff Room

Present: Jackie Hipwell Myra Ellis	Tim Moreman Val Jones Derek Logan	Sue James Sue Ham Andy Reeson	Linda Leavey (Clerk)	Apologies: Sarah Rant Pat Benjamin	Absent: Stephen Willis
Item of Business	Points Discussed	Decisions Taken	When/Whom		
1. Welcome and Apologies	DL welcomed all. Apologies read and accepted. Purpose of meeting was to discuss the Annual Safeguarding Report, papers for which had been distributed with agenda. AR arrived at 7.04 pm				
	<p>SH explained new online improved audit and guided Governors through Summary generated from carrying out the Audit. Generally happy with outcome. Points to note/questions raised by Governors:</p> <p>2. Overall score of 91% queried. 2.7 and 2.11 part complete. Action plan in place. Work to be done on website to ensure new safeguarding standards are met. Whilst ideal to attain 100% things change so quickly so not always possible. Action plan in place. JDH: WLT working on new Child Protection policies.</p> <p>3.1 SH not scored. All Governors require a greater understanding of safeguarding and need to take ownership. Discussing in detail. Agreed all governors to read Safeguarding Report and Keeping Children Safe in Education at the start of each academic year (LL to circulate and record). This Audit covers the previous academic year Report July 2015/2016 and Governors read these documents in Feb/March 2016. SH to change 3.1.</p> <p>3.2 SH to read EYFS documentation re. safeguarding.</p> <p>3.4 SJ confirmed she has attended training courses: safer recruitment; prevent; basic safety awareness. LL to advise SJ of further courses.</p> <p>3.5 Training records kept by SH. SH to deliver to governors basic awareness training. Discussing in detail. All Governors find 3 hours training difficult so ideal for SH to break down the 3 hour course into regular 30 minute training sessions at Governor meetings. SH/DL to review slides and advise further. JDH to discuss with BM.</p> <p>3.6 JDH explaining Ofsted now look to Governors to manage safeguarding and child protection. SJ: Schools are a universal contact where children are seen and lots of safeguarding problems picked up. SH: Mat Davidson (Ofsted Inspector) to carry out safeguarding mock inspection at school on 30th November. Discussing and noting Governor interest in this. SJ to attend; TM and DL to be present at debrief at end of morning. SH & SJ to meet prior to 30th November.</p> <p>3.7 Safeguarding to become an agenda item at every Main Governor meeting. To dedicate 30 mins to review/discuss. Aim to gather knowledge, show interest, ask questions.</p>	<p>Safeguard Rpt & Keeping Children Safe in Educ : Annual read</p> <p>SJ to attend all relevant training</p> <p>SH/DL to liaise re. slides</p> <p>Gov presence at mock inspection</p> <p>Safeguarding Agenda Item</p>	<p>Autumn Term All</p> <p>SJ, TM & DL 30/11/16</p> <p>LL : All Main Governor Mtgs</p>		

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	<p>4.8 Urgent action require.</p> <p>6. Single Central Register kept up to date (SH/LL). Discussion re. data protection and how long staff records can be kept for. TM: Data regarding long term staff cannot be retrospective with legislation.</p> <p>7.3 Documents sent out annually for staff to read by SH.</p> <p>9.2 SH recently analysed the results of the Pupil Survey. Two children (out of 220) unsure who to go to if worried or concerned. The Parent Survey confirmed 100% parents agreed they felt children safe at school. Need for information to be more visual eg. photographs of safeguarding leaders and visual safeguarding questions/posters placed around school.</p> <p>9.19 SH not yet attended update training.</p> <p>9.25 Early Help Training : audit for previous year when not aware of this training.</p> <p>Safeguarding Action Plan generated. SH led Governors through the main points.</p> <p>MAT to provide in house training : Prevent, Safer Recruitment, Basic awareness, Team Teach.</p> <p>SJ & SH completed NSPCC comprehensive safeguard audit which was useful exercise and has overlapped on some points.</p> <p>SH confirmed action plan is manageable; most actions happen automatically and cross over with health and safety plan.</p> <p>AR suggesting MAT safeguard governors get together to share practice. JDH to propose to WLT.</p> <p>All governors happy with Audit. Governors thanked SH.</p>		
	<p>Meeting closed at 7.35 pm</p>		

Signed Dated