

Name		Type	Present	Apologies	In Attendance
Trevor	Amos	TAm	Foundation	Via Zoom	
Adnan	Chughtai	AC	Co-opted	X	Yes
Kelly	King	KK	Staff	Via Zoom	
Mary	Leslie	ML	LA/Chair	X	Yes
Mauro	Narduzzo	MN	Co-opted	X	Yes
Maria	Smyth	MS	Head Teacher	Via Zoom	
Jane	Valentine	JV	Associate member		Via Zoom
Lynne	McKeown	LMc	Associate member		Via Zoom
Vacancy		Parent	X		
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Nick	Flather	NF	Foundation	Via Zoom	
Sarah	Lewer	SL	Co-opted	Via Zoom	
Lauren	Manning	LM	Clerk		Via Zoom
<b>Quoracy</b> 50% + of Governors					
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Item:					Action
1	<b>Welcome and apologies</b> Tam welcomes everyone to the meeting. ML/MN/AC apologies sent.				
2	<b>Register of business interests</b> Nothing to declare				
3	<b>Minutes of last FGB meeting. Excluding budget, review other open / closed actions</b> <ul style="list-style-type: none"> <li>NF &amp; JV have met to do the payroll audit and the outcome of this is on the Drive.</li> <li>EP service to provide a reflective service for the staff teams; MS has done this and staff are receiving supervision.</li> <li>Pressure MS/LMc are under; has anything changed? MS explained some solutions have been implemented and the weight has definitely lifted. LMc explained that LG (receptionist) has now had her hours changed to enable her to answer the phones and deal with staff absences. Lynne also wanted minuted that Lacey is doing an amazing job in the office and has taken the role on phenomenally, it is great to have someone reliable to be able to complete tasks.</li> </ul> <p>Minutes approved by all.</p>				
4	<b>Minutes of last Resource meeting, excluding budget, review, other open/closed actions</b> <ul style="list-style-type: none"> <li>WiFi, has this been started? JV confirmed the modular now has WiFi and the rest of the school will follow after February half term.</li> <li>CPD implementation; SSn will need training for Speech and Language, MS confirmed that she is currently accessing this.</li> <li>Serious injuries; bite guards were going to be bought. MS said there are bite shields in Atlantic classroom but this unfortunately is not simple as they need to</li> </ul>				

	<p>be made to fit the staff member; JV has left this with the team in order to decide what they want.</p> <ul style="list-style-type: none"> <li>• Pre-employment health checks; JV and MS had a meeting with the agency that they use, there is a service level agreement in place to complete these checks.</li> <li>• Air Monitoring; MS said every class has a CO2 monitor that are continuing to be used. KK said when the monitor was first introduced into the class it was very distracting as it beeps very loudly. NF suggested that there may be a monitor that can be brought, very similar to a Carbon monoxide monitor that are silent. NF will investigate these.</li> <li>• Staff insurance; JV said that this was not purchased but that this would be monitored over the year and see if this would be beneficial to purchase the following year. NF suggested doing a quarterly update, not incredible detail but a figure with the amount that could have been accrued.</li> </ul>	NF
5	<p><b>Budget Review</b></p> <p>JV has uploaded a budget monitoring report onto the Drive for governors to read. Based on calculations about what has been spent; with regards to wages, Vermont will have overspent, this also includes paying for agency staff. Staffing, although high, every member of staff and their level of wage can be accounted for.</p> <p>From the Budgeting report:          'I think we are likely to be overspent on salaries/agency costs against the budget. There have been a number of changes since the revised budget was agreed in relation to salary grades, points, hours and an additional TA being employed. As a rough estimate at this time I would say in the region of around £10K - £20K depending on how recruiting goes.'</p>	
6	<p><b>Safeguarding</b></p> <p>MN/AC to confirm whether they have read Part 1 of Keeping Children Safe in Education</p> <p>We have more children who we have had concerns reported about; a lot of these have been quite minor and have been resolved with parental support. MS/LMc/DAS have attended a lot of meeting which have taken a lot of time this term. There are 4 children on CIN plans. This then means there are conferences and core groups which need to happen within 10 days of each other. There have been several police notices due to arguments at home and this then takes time to work through the paperwork.</p> <p>Safeguarding audit has been done and Vermont is doing very well, Vermont is on track and there are no red parts that need addressing which is really positive.</p> <p>On the wellbeing questionnaires there has been a question added about how robust Vermont's safeguarding is. There have been 12 responses in total; 11 of these are strongly agree and 1 is agree.</p> <p>Radicalisation- TAm asked if this is a genuine concern with younger pupils, LMc confirmed that yes this does typically more apply to older pupils but with the children joining chat rooms and potentially being groomed it is something everyone needs to be mindful of to ensure this doesn't potentially escalate.</p>	MN/AC
7	<p><b>Head Teacher Report/Update</b></p> <ul style="list-style-type: none"> <li>• <b>Attendance;</b> very similar to this time last year, 2% reduction from last year. 19 children have been absent either due to Covid-19 or other health conditions. One</li> </ul>	

	<p>child has recurring health issues and misses a lot of school- letters have been sent home.</p> <ul style="list-style-type: none"> <li>● <b>Covid;</b> every month there has had to be a class closure. LMc said the LA reported 300+ cases on Monday and as of today (Thursday) it is over 1000 cases in Southampton schools. TAm asked with Covid restrictions lifting, is Vermont going to continue using restrictions? MS confirmed yes this will continue in communal areas and masks will still be worn. There are two staff members who are pregnant and this is just one example of why keeping up the level of protection we have is vital. Cantell School have kindly given Vermont a box of LFT; to help out as some parents cannot get LFT and when there are children off poorly it is vital. LMc added that due to schools putting restrictions in place; Debbie Chase said there needs to be preparation of parental complaints due to Government guidelines reducing but schools guidelines not being changed. SL asked if LFT become something that is being paid for what schools will be doing to provide parents with support. MS said this is something that will have to be investigated at the time.</li> <li>● <b>Absence management;</b> lost 9 staff members. There is still recruitment ongoing. There have been a total of 206 days lost due to illness and this was over 74 days. Mental health and wellbeing of staff; continue to follow the policy. On Tuesday Colin and Dawn from the EP service to provide peer supervision.</li> <li>● <b>Injuries;</b> 16 members of staff have been hurt or injured. LMc said police have been called on more occasions this year due to extreme racism. After 6 phonecalls made against one child the police did get involved with parents and there has been improvement. All incidents are logged with the LA and these are severe. This can be due to the lack of space for children to go when they are frustrated. All of the cupboards at Vermont have been used, mostly for extra break out rooms. TAm looked at 'flat pack' modular and has emailed for quotes and advice. MS to speak to James at Morgan Sindell about getting some extra spacing for children. Second challenge which contributes is the lack of experienced staff. Where a great number of staff have left there has been an influx of new people that need to be trained.</li> <li>● <b>Exclusions;</b> these do not appear good however these exclusions have been due to severe aggression and racism. TAm asked whether exclusions work; MS said before Covid there were more internal exclusions however there just isn't the staff or space to facilitate this.</li> </ul> <p>Other Points;</p> <p>Majestic project still continues; they will be coming once a week to work with 5 of the parents.</p> <p>Speech and Language continues and SSn will get training and Joe is supporting.</p>	<p>MS</p>
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	<p>Billie the Boxer is coming in to school to do boxing once a week with specific children who will benefit from this.</p> <p>INSET day organised for the 28<sup>th</sup> February, staff will be going to 10 schools across the city to spend the morning looking at the practice from mainstream and bring any knowledge or ideas back to Vermont.</p> <p>Mark Bagust- SIO came into school to talk to Maria and hold a curriculum meeting on the curriculum intent. Staff found this incredibly beneficial.</p> <p>School lead tutoring; there is funding from the Government to employ someone to do interventions with the children however there are no teachers out there who want this type of work. SL asked whether any staff members would be willing to do this for overtime after school hours. JV said this would have to be done completely out of school hours and this then means that children cannot get taxis and it would be down to parents to pick them up and this is not practical.</p>	
8	<p><b>Covid-19 Risk Assessment</b> Remains the same.</p>	
9	<p><b>Policies &amp; Audits</b> H&amp;S audit has been pushed back to 2<sup>nd</sup> March, TAm planning to be available for this. A new budgeting tool is coming to Vermont. NF &amp; JV did a payroll audit.</p> <p>There are quite a few policies on the Policies Under Review folder for everyone to look at. So far there are:</p> <p><b>Vermont School, H&amp;S Statement of Intent</b>, this needs to be signed and put on our H&amp;S notice board.</p> <p><b>SEN &amp; Inclusion Policy</b>, this has been updated by Davina, SENCO,</p> <p><b>Schools First Aid Policy</b>, this is taken from The Key and has been adapted to show what we do in school. All staff are going to be trained in first aid on a tier system this is happening on the INSET day in March. This has been pulled together by Lacey who has taken on the role of the First Aid Appointed Person.</p> <p><b>Medicines in School Policy</b>, updated medicine procedures in school. The points in yellow, Lacey and JV are following up on.</p> <p><b>Disciplinary Policy and Procedure</b>, this is the SCC standard policy in relation to all staff's disciplinary procedure. This was updated by SCC in 2019 as previously there was a separate one for Teachers and Support Staff.</p> <p><b>Support Staff Grievance Policy</b>, this is taken direct from the SCC website and the one the school has previously used. No changes seem to have occurred in this policy since the last approval.</p> <p><b>Support Staff Capability Policy and Procedure</b>, as above, this is also taken directly from the SCC website. No changes seem to have been made in this policy since last approval.</p> <p><b>Dog Policy</b>, again completed by Davina, SENCO and owner of the dogs.</p> <p><b>Equalities Policy</b>, this is a new policy and adapted from information taken from the key. This needs to be reviewed every 4 years and our objectives updated every year.</p> <p><b>Cyber Security Tips and Policy</b>, Trevor has sourced this policy from the National Cyber Security Centre, reading through it's a great start with a few actions that will need to be undertaken.</p> <p>Policies need to be approved by at least 3 governors. NF/TAm/SL will begin going through these in order to approve. Disciplinary one needs to be approved urgently.</p> <p>Going forward any updated or new policies will be added into the Google Drive folder in order to be approved at FGB meetings.</p>	NF/TAm/SL

10	<p><b>AOB</b></p> <p>LMc &amp; MS went to visit St Monica school; the more visits there are the less fond we are. In order for them to facilitate all the things we need will mean that there will no longer be all the space we need.</p> <p>Secondly there has been a request for a meeting from Claire who is concentrating on the build at Great Oaks. She wants a meeting to discuss them using our field to use for car parking at GO. SL suggested taking Dan up on his offer and getting other counsellors into school. Also worth evidencing the impact it would have on the children already at school and this is part of the SEN legislation. Looking into whether this is a H&amp;S issue. NF &amp; TAM to go in and meet Claire. Both to give dates they are free.</p> <p>SL also said that she attended a meeting with DAS and would like the minutes as there were good suggestions at the meeting that could benefit Vermont.</p> <p>Meeting closed at 18:56</p>	NF/TAm
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