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The Vineyard School Governing Board

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Minutes of School Development & Pupils Committee meeting held via Zoom on 3<sup>rd</sup> March 2021 at 6pm

**Governors Present:** Alice McArdle (AMA)  
Lynne Woolley (LW) Chair  
Chloe Garth (CG)  
Antony Cook (AC)  
Kirsty MacEachen (KM)  
Ruth Whymark (RW)  
Simon Williams (SW)  
Fern Carter (FC)

**In Attendance:** Charlotte Axbey (CA) Assistant Head Teacher and Inclusion Manager  
Anna Mantle (Clerk)  
Richard Rosewell (RR) Associate Member and Deputy Head Teacher

**Absent:** None

Meeting started at 6.05pm.

Item	Action
1. <b><u>Apologies for Absence</u></b> No apologies. All governors present. The meeting was quorate throughout.	
2. <b><u>Governors' Declaration of Interests</u></b> No direct or indirect pecuniary interests were declared.	
3. <b><u>Attachment Friendly Schools Award</u></b> CA joined the meeting to update governors on the school's participation in the Attachment Friendly Schools Award. Her presentation was circulated to governors after the meeting.  She explained that she had received training from AfC and that the school would receive support over the course of the year to train all staff and improve the school's understanding of attachment theory, leading to whole school adoption of attachment friendly attitudes, policies and approaches. The programme is fully funded by AfC and training is delivered by an educational psychologist. All staff had a performance objective to improve their knowledge and practice of attachment theory in their appraisals for this year.  CA took governors through the numbers of LAC, post LAC and special guardianship children at the school at present.	

	<p>She explained that feedback so far was very positive. The TAs who had trained with the educational psychologist reported that their awareness of attachment theory had caused them to change their approaches which in turn had had a positive impact on children's behaviour. CA expressed the hope that parents would be involved in the project as well and offered governors the opportunity to get involved as well.</p> <p><b>Governors asked how the school intends to measure the impact of the training and award.</b></p> <p>CA said that improved awareness of children with attachment issues would improve the school's ability to meet the needs of children, particularly when the behaviour can be confused with an autism diagnosis in early years. An audit is part of the award criteria. Staff were surveyed at the start and will be surveyed at the end. She said that the number of fixed term exclusions could be a good indicator of whether the approach is working.</p> <p>RW emphasised that the approach benefits all children at the school. She said that the approach upskills all staff to place the child at the heart of everything they do and helps to create a safe and secure environment where children feel happy and confident that the teacher knows them and their needs well.</p> <p>Governors thanked CA for her presentation.</p>	
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6.30pm Charlotte Axbey leaves the meeting.

4.	<p><b><u>P.E. Uniform</u></b></p> <p>RW proposed to governors that the school's P.E. uniform be updated to make it smarter and more suitable for sporting activities. Post-pandemic the plan is that children would attend school on two days in their P.E. kit (as they have been during the pandemic) because this saves time getting changed. There is a cost involved, however RW proposed that it be introduced as mandatory for new starters and phased in over a year for the rest of the school.</p> <p>Governors all agreed that the proposed kit looked smarter and that the gender neutral options facilitated transferring between siblings etc.</p> <p><b>Governors asked about whether children with SEND had been considered.</b></p> <p>RW said that the material was more sensory-friendly than the current cotton T-shirts.</p> <p>Governors agreed with the approach to phase in a new PE uniform. It was agreed that a display would be set up in the hall for parents and pupils to provide feedback.</p>	
5.	<p><b><u>Minutes from last meeting (4 November 2020)</u></b></p> <p><b>Governors agreed that the minutes from the last meeting were a true and accurate record.</b></p>	
6.	<p><b><u>Vice Chair and committee constitution</u></b></p> <p>LW requested that anyone interested in taking up the Vice Chair position to let her know. Filling this position would be good for continuity and as a stand in, in her absence.</p> <p>Also noted: Anke Monestel's (Parent Governor) term of office came to an end at the start of February and she had decided not to put herself forward for re-election. Governors thanked her for her contribution. Further discussion about filling vacancies to take place at the March FGB.</p>	
7.	<p><b><u>Update on the return to the formal school setting</u></b></p> <p>RW provided governors with an update on the plans in place for the whole school return due on Monday 8 March. She said that the guidance for the primary school setting had not changed radically from the Autumn term. They now have lateral flow tests twice weekly for all staff. She emphasised that</p>	

	<p>attendance was now compulsory and explained that she had had a few conversations with families anxious about returning to school.</p> <p><b>Governors asked about staffing capacity.</b></p> <p>RW said that they had one SMSA shielding and a few others at home because they live with someone who is clinically vulnerable. She outlined that they had not had any cases which had been infected at school, which demonstrates the robustness of the risk assessment and policies embedded in staff behaviour. She also outlined the support and counselling support available to those who are anxious.</p> <p>There was a discussion about the lessons learned from the changes to the school day. RW told governors that she would like to explore and review whether the successful approaches could be incorporated into the post pandemic landscape. Governors expressed their desire to take this opportunity to think afresh about how the school operates and not to lose the positive elements that a changed way of working had introduced. They all agreed that this review should happen quickly to provide fair warning and preparation for the start of the new academic year.</p> <p>It was agreed that a working group would be convened to work in partnership with the leadership team to discuss and agree next steps for review. This working group should include the Resources committee as well, since there were staffing and financial implications involved.</p>	
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<p><b>8.</b></p>	<p><b>Policies</b></p> <p>Educational Visits Policy</p> <p>There was a discussion about staff ratios. RR explained that there were no statutory requirements set and that the staff ratios included in the policy were the minimum. Governors advised that the school's insurance policies should be consulted to check where ratios are stipulated in there. It was agreed to include the stipulation that a minimum of 2 staff would be necessary for any visit and to make the adult:child ratios clear (i.e. parent volunteers). It was also agreed that it should be made clear that parent helpers are required to follow the leadership of the school staff on trips – i.e. make the chain of command clear.</p> <p>It was agreed that the policy should be made clearer to stipulate that SEND children required 1:1 support for visits if they required 1:1 support in school. It was agreed to keep the inclusion of overseas trips in the policy, even though there are no plans for overseas trips at the present time.</p> <p>There was a discussion about the forms at the end of the policy and whether they could be turned into electronic forms for ease of submission, or whether a hard copy signature is required.</p> <p>Section 13.6 reference pupil mobile phones to be removed.</p> <p>Section 13.4 references Section 15 and it should be Section 14.</p> <p>The policy should be linked to the medicine policy.</p> <p>The policy also needs revising to allow for prioritisation of need and of children in receipt of the pupil premium.</p> <p>With these changes made, governors agreed the policy.</p> <p>Date of approval: 3 March 2021</p> <p>Review frequency: Every 2 years</p> <p>Next review date: March 2023</p>	<p>RR to update</p>
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Meeting concluded 7.50pm

**Date of next meeting: 10 June 2021 at 6pm**

**Summary of action points:**

Action point	Responsibility
Update Educational Visits Policy	Richard Rosewell