

Hove Learning Federation Full Governing Body Meeting

Tuesday 21st March 2023, Portland Road

AGENDA

GOVERNORS	Anne-Marie Williamson, David Karp, Ben Massey (HoS – SR), Jo Corbett, Lisa Marshall (Co-Chair), Lorna Cummings (Head of School – HR), Ella Livingstone, Nick Jefferson, Naz Miah, Louise Wilkinson (Co-Chair), Maddie Southern (HT - HJS), Marie Benton
OTHER PARTICIPANTS	Abby Hedger-Jones (Associate Member), Niamh O’Shea (Associate Member)
CLERK	Chelle McCann

Supporting Documents:

AGENDA ITEM	SUPPORTING DOCUMENTS
2. Minutes of Last Meeting	<ul style="list-style-type: none"> 2a. FGB Meeting Minutes 2b. FGB Action Log
4. Reports from Committees	<ul style="list-style-type: none"> 4.1 DRAFT Chairs of Committees Minutes 4.2 DRAFT Finance & Leadership Committee Minutes 4.3 DRAFT Curriculum & Inclusion Committee Minutes 4.4 DRAFT Safeguarding Committee Minutes
5. Budget Update	<ul style="list-style-type: none"> Budget Report

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1.	Introduction <ul style="list-style-type: none"> Welcome – meeting opened at 18:03pm Apologies – none noted Notification of Any Urgent Business – none noted Declarations of Interest – none noted
2.	Minutes of Last Meeting <ul style="list-style-type: none"> Approval – these were approved as an accurate reflection of the meeting. Matters Arising – none noted Actions – to be reviewed GVO
3.	Approval of New Governor Appointments <ul style="list-style-type: none"> The appointment of Sam Ledger as an Associate Member was approved for the remainder of this academic year and for the academic year 2023-24
4.	Committee Updates <ul style="list-style-type: none"> 4.1 DRAFT Chairs of Committees Minutes 4.2 DRAFT Finance & Leadership Committee Minutes 4.3 DRAFT Curriculum & Inclusion Committee Minutes 4.4 DRAFT Safeguarding Committee Minutes <p>There were no questions on the item</p>
5.	Budget Update <ul style="list-style-type: none"> 5.1 Mitigation of HJS budget for April 2023 <ul style="list-style-type: none"> LW acknowledged that this has been a huge strain on SLT and SBM’s Documents were shared with the FGB for transparency MS shared the background around pressures from the LA and budget planning A £516k deficit budget is expected on the WHIS budget (this is without HJS supporting the budget)

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	<ul style="list-style-type: none"> ○ MS has met with the LA in regard to the WHIS Staffing costs. ○ There are challenges with smaller class sizes and the costs of co-location. ○ There was little action before Federation. ○ MS recommended a proposal to move to consultation for Federated contracts where not already changed to a Federated contract ○ There are surplus staff that can be moved between sites to ensure meeting individual needs of each school ○ Vertical grouping Years 1 and 2, Years 3 and 4 could be an option. There are a few schools that already do this is Brighton. ○ 5b – MS shared the 2 different options. This is not something the school would choose to do. ○ All Chairs and Headteachers have asked for more info from LA in how they will support all schools in this position. ○ Need to understand what the modelling of the LA, the PAN and the bigger picture across the city. ○ This is a complex situation for governors and schools to make without any support and understanding on the impact of provision. ○ The LA are not in a position to fund. The sole criteria for asking schools to reduce Pan is for larger size. There is no LA modelling for schools to reduce PAN. ○ <p>Governor Questions:</p> <p><i>What is the impact on staff if they change their contract?</i> Some staff may prefer to stay at one site. This will be in transparent discussion with members of staff and a consultation would be need.</p> <p><i>Are the terms the same?</i> Yes, the only change is that the school can move staff across sites and between schools where required. It would also mean support staff can follow a child through the school. There is a policy in place for the movement of staff between sites.</p> <p><i>Governors were concerned about parent perception of vertical grouping and how this could further affect the PAN of the school given that there are other schools in the area. What would be the positives of this move?</i> There are different models with ages and this would need some more thought.</p> <p><i>Governors acknowledged that the strategic issue around vertical grouping is a potential drop in PAN. Has there been a drop of PAN for schools that have done this?</i> All schools will be reviewing this, we have to discuss proposals and open to challenges. This needs time and reflection. It isn't a preferred model.</p> <p><i>What impact will this have on the teachers?</i> It is a tricky situation, would we be doing this If we had the money? This is not a new model; some schools use this model and do this very well. The teachers in school would look at impact on all teachers and there also needs to be stakeholder buy in. There have been visits to a school working this model and the SLT would look to meet with the school to discuss how this works with the curriculum.</p> <p><i>Governors requested a look at the potential reduction in PAN and how this would impact the budget.</i> The LA financial modelling wouldn't look at the reduction of PAN. Comparative data from local schools PAN. It was agreed that this would need to be open and transparent process for teachers.</p>

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	<p><i>What is the consultation timeline for this?</i> The consultation would be around the year for leaders would see a change of their role and would become a phased mixed year leader. There does not need to be a consultation with the teachers and parents in regard to the vertical grouping, this would be a letter advising on plans.</p> <p>Governors reflected on the parent perception and the needs of the different sites and needs of the children.</p> <p><i>How would it work with the curriculum?</i> There would be a 2-year cycle of topics.</p> <p><i>Would all 3 classes be split?</i> Yes</p> <p><i>What does the 5b role being reduced do and what would pupils be losing?</i> The play therapy is linked to different referrals and needs of children. The school have looked at roles that have the least impact on the whole school community.</p> <p><i>Is there an alternative?</i> We can look at external providers and parents can get this support via a GP. This has been a leading role for the school.</p> <p>In the strategic priorities there is a commitment to the school's mental health, there has been some feedback from other schools do not offer this and worked with all stakeholders.</p> <p>Governors noted the frustrations of the work completed over the last 2 years with co-location and federation and the lack of support from the LA with these changes.</p> <p>Governors did not want to make decisions that will be irreversible.</p> <p><i>In the absence of modelling – are these children going to move to a struggling school which does not solve the problem?</i> Governors need to think about what is right for the school, provision is strong, constantly asked to support other schools in the LA.</p> <p><i>Have you looked at modelling on 1 form of entry?</i> This is a large building and would not be a viable option.</p> <p><i>On the complete closure model does that include children moving to this site?</i> No</p> <p>Governors discussed the option 2 would not feel comfortable from a moral standing.</p> <p>SS/MS shared the following:</p> <ul style="list-style-type: none"> • There is a lag on the income 1. And the funding received based on October 2023 census. • There was pressure on WH/JH to create a balanced budget. • Governors shared that there has not been enough time to see co-location savings • There needs to be a support with a 5-year financial plan. • The LA see Holland Rd as a viable school. • It seems there is not a strategic plan in place to support the schools. There is yet to be a clear criterion. • MS are cooperating with the LA in terms of various models and showing due consideration

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	<p><i>Would this be a reason to join an academy?</i> It was considered that schools with a deficit budget would not be attractive to a MAT.</p> <p><i>What is the strategy of the LA?</i> There has been no reply. The school went to the LA and have been transparent with the financial issues the school are facing. Closing schools will not solve the issues of the city-wide financial issues across schools.</p> <p>Governors agreed to look at different options including MAT in a further meeting.</p> <p><i>Option 1 – is a PAN reduction viable?</i> This would not change the deficit situation</p> <p>Governors agreed to call an EFGB to reflect on this further.</p> <p>MS has requested further meetings with the LA. Action: LW/LM will approach the LA for more clarity.</p>
6.	<p>Governor Monitoring and Reports</p> <p>6.1 Maths Monitoring – ET/DK shared that the visit was very positive and the pupils were engaged, all happy and confident. Look at flexibility of format of monitoring of a deep dive in terms of particular focus and classes. The subject leads do need to have an overview but will look at how this could work. SL shared that the children understand why they are learning and are able to articulate this. The children are not prepped/confidence in speaking about their learning.</p> <p>6.2 Health and Safety – there were no questions on the monitoring report</p> <p>6.3 Safeguarding Report – there were no questions on the monitoring report. Team an inspiring.</p> <p>6.4 EYFS Report – this will be submitted for the next meeting. The staff presented to the Curriculum and Inclusion Committee.</p>
7.	<p>Policies & Documents - Please comment and approve via GVO</p> <ul style="list-style-type: none"> Governors discussed the complications in using the GVO function in terms of commenting and approval. There will be a review of Policies and Policy Approval at the next Chair of Committees meeting in Summer Term. <p>The following policies were approved:</p> <p>Complaints Policy – All comments have been actioned and complaints will be allocated in the Heads report including recommendations made. Governors would like to follow up the recommendations. They have been submitted to the relevant link governor. The recommendations are also made at SLT. This policy was approved.</p> <p>First Aid and Admin of Medicine Policy – This has been updated from comments made. This policy was approved.</p> <p>Anti-bullying Policy – changes have been actioned. MS/KK have worked on updating based on the comments made. This policy was approved.</p> <p>Health and Safety – 22 First Aiders are on site, there is 1 member of staff that have done the 3-day course. There is no legal requirement to complete the 3-day course. This policy was approved.</p> <p>Attendance Management Policy – this policy was approved</p>

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	<p>Off site visits – comments were replied to on the GVO and the policy will be amended accordingly. Action: LC will follow up further comments.</p> <p>Governor Questions:</p> <p><i>Residential Trip- parents can apply for funding to support part or full payment?</i> It is not standard for the school to pay for a space. It was requested to look at the wording of the policy to make it clear about payment for residential trips.</p> <p>In terms with policies could there be a way to separate the contexts of the questions submitted for each policy in terms of changes needed, discussions about implementing, how we can subsidise trips etc. This could be deferred to Finance and Leadership.</p> <p>Governors discussed poverty proofing and whys to make trips affordable. MS shared that some parents will contribute additional money to the parent pay or their trips over a year. This can be set up for all trips. Governors requested that the costs and frequency of trips be included in parent surveys/consultation.</p> <p>PTA at School Road paid for all PP children to go onto the school trip which makes the overall cost lower.</p> <p><i>Are there children that aren't able to take part in the residential?</i> No, there has been additional funding available, there has been support for any child that has wanted to go with a combination of funding and PTA funding. There is money set aside from PP for this too.</p> <p><i>Do you speak to the parents that opt out?</i> Yes, we do and there is encouragement to go. Usually it because the children do not want to stay away from home.</p> <p>The school are looking at reviewing to drop to 1 residential.</p> <p>ECT Induction Policy – <i>Can we link in the other policies mentioned?</i> Yes.</p> <p>Visitor and Volunteers Policy – The school confirmed that they encourage those that want to regularly volunteer in school to have a DBS. If a volunteer is going on a residential trip a DBS will be applied for.</p> <p>Supporting children with medical needs – comments on GVO and updated accordingly</p>
8.	<p>Training & Development - Feedback from Governors on Training/Briefing</p> <ul style="list-style-type: none"> • NJ has started his induction • Governor Conference – DK shared that they were encouraging governors to ensure that DA priorities governors have are getting down to a manageable number to 3-5 very specific priorities. • Are the qualified staff the most knowledgeable ones supporting the disadvantaged? • Assessment not assumptions – all staff understanding the children in their class and feeding into a disadvantaged strategy • Action: CMc to upload the presentation to GVO • There were useful ideas around behaviour. Messing around child will get penalised rather than understanding the reasons behind the behaviour • Tam came in for Mitigation for Success and the report has been submitted to FGB

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	<ul style="list-style-type: none">• JC safer recruitment• LW asbestos training
9.	AOB <ul style="list-style-type: none">• Next Meeting – Tuesday 16th Mat, 6pm, Holland Road• The meeting closed at 8:02pm