



SIDESTRAND HALL SCHOOL

Minutes of Full Governing Body Meeting

held on Wednesday 11th December 2024 at 3.30pm

Present: Angela Wrighton (Chair), Marie Greer, Duncan Mackenzie, Peter Godfrey, Shelley Taylor (Head), Harvey Barrington, Jennifer Lawrence-Purllant, Jane Bourne, Clare Male, Alex Cooper. Also present: Katherine Keyworth (Clerk)

Governors' questions and comments are in bold and italics.

1. Welcome to all

Welcome from Chair.

2. Consideration of apologies for absence

Apologies from Eva Stone, John Bull and Dawn Mountain.

3. Declaration of Conflict / Business Interests

None.

4. Vacancies/ Terms of Office

No vacancies or terms of office.

5. Confirmation of the minutes of the meeting of 25th Sept24

Signed on GovernorHub.

6. Matters arising from the minutes of the meeting of 25th Sept 24

Governors have been informed of school events. Vivien is happy to continue as Associate and is doing the Safeguarding training. SAT has added the DSL's to School Organisation chart. SIDP has been updated. Alex has joined as Associate and has been attending meetings.

7. Consideration of change to HR/Payroll provider

SBM informed FPP committee that she is not happy with current HR/Payroll provider. Will look to move to a new provider for April 2026. All Agreed to move ahead to get a better deal.

8. Headteacher's Report SAT

Christmas Fayre fundraised £2000 which was good despite the bad weather. Good attendance. Some Governors attended the event. ***Staff governors report to the room on the success of the fayre.*** Sickness levels are high, 2 long term sick staff. 2 students are non-attenders in 6th Form, CP plan for one student and one is LAC. Want to off roll as non-attendance for a space that could be given to someone else but difficult with their statuses. Delays in the process. Good number of trips across the phases including Dragonfly. Term 1 is tricky with new groups of pupils and staff being established, so it's positive.

9. Safeguarding update

MK invited but felt any additional updates are included in the Headteacher Report.

10. Website compliance – Jen Lawrence-Purllant

JLP to report on website compliance. There are two big recent changes which are to include the music in the curriculum, and pay gap reporting (re. gender equality). As we have fewer than 250 employees reporting the pay gap doesn't apply to us but it should be something we consider. Checklist created to update anything out of date. Some things seem to be missing but could be in a different place. SBM is updating pupil premium. Process in place for keeping policies up to date already but has been streamlined

and there are now 3 members of staff who can update the website. School will review the policies that are on the website as some don't need to be on there. Will be reviewed in the New Year. Better system is on place for staff to find policies on the GDrive. Parent governor has asked for Chair of Governors email to be easier to find as Complaints process says to email the Headteacher or Chair. I.T. will update the website to make it more visible. Med 1 form on the parents' page will be made more visible too. JLP looks at the website with 'parent cap' on for usability, has asked for Governors to alert I.T. if there are any comments they have. **Governor who has voiced past concerns and is encouraged by the update.** Legal DfE requirements are on there, need to make sure they are always up to date.

11. Ratify all Policies which have been agreed at Committees [see Committee folders /Agendas] or delegated to the Headteacher for approval. *FPP – Recruitment and Selection and Pay Policy PDBW – none SIS – Educational Visits Policy FGB - Whistleblowing: Complaints [No changes] Curriculum, Admin of Medication. HT approved [for info only] – Intimate Care, Behaviour, Supporting Students who have Sensory Loss, Residential Support and Supervision*

Pay Policy, Educational Visits, Whistleblowing, Curriculum, Complaints, Recruitment and Selection Policy, Administration of Medication, Governor Visitor Guidance – Governors to make 1 visit per year

– All agree to ratify without changes.

School Approved policies – All agreed.

Child on Child Abuse Policy and Admin of Meds, update dates as have been approved quickly.

12. Review business of Committees: questions and comments invited from Governors [Minutes in this folder] *i. Finance, Personnel and Premises Committee ii. Personal Development, Behaviour & Welfare Committee iii. School Improvement & Standards Committee*

FPP – Budget is looking much better for the next 3 years. Buildings update – Clare Male only person who has commented on the public planning application. Some residents of the Parish came to the Christmas Fayre. By mid-February should be able to move forward with feedback and plans. LA monitoring plans – Safeguarding training records for school are good. Residential Ofsted was good. Duncan spoke to PN who was pleased that Governors are happier with his reports.

No other comments on Committee minutes.

13. Feedback from any additional Governor Training / Gov hub training report

SBM will be checking finance training for Governors for reports and RAG rating. Cyber security training on National College was very fast paced. MG – Has positive comments on National College. Good to use different training providers.

14. Any other business

DM – Came into school to see Lower School council. Will do report once he has attended Upper School council. Positive comments on the Council. CM came to Christmas Crafts morning for lower school parents, well organised and really lovely. Good take up, 59 parents.

Meeting Ends 16:04pm

LIST OF ACTIONS

Action	By Whom?	By When?
10. Website updates, Chair's email and Med 1 form	ICTC	
13. SBM, Finance training for Governors check for SFVS doc	SBM	