

## Meeting of Full Governing Body

Held at Sidestrand Hall School on 10<sup>th</sup> December 2025



Present: Angela Wrighton (Chair of Governors), Shelley Taylor (Headteacher), Duncan Mackenzie, Marie Greer, John Bull, Jennifer Lawrence Purllant, Harvey Barrington, Jane Bourne, Alex Cooper, Gemma Crammond, Eva Stone, Clare Edgington, Kate Muir [Clerk]

Invited: Vivien Harrington, Peter Godfrey

***Governors' comments are in bold and italics.***

1. Welcome to Governors and Clerk and Consideration of apologies for absence:
2. Consideration of apologies for absence: Vivien Harrington [Associate Member]. Peter Godfrey; work commitments [Foundation Governor].
3. Declaration of Business interests/ conflict: **None**
4. Confirmation of the minutes of the meeting of 24<sup>th</sup> Sept 25: **Agreed.**  
***Governor made reference to the Hampers given to the Strands Charity Shop volunteers; they were blown away for the thanks given and sent a big thank you to the Governors. Governors will aim for at least three additional hampers to be awarded to staff for Shout Outs and Attendance.***
5. Matters arising from Minutes of 16th July 25: **ACTION**
6. Headteacher's Report Term 1 SAT:  
***Chair thanked HT for report. Governor queried Pupil Premium.*** HT outlined what Pupil Premium is for Governor. Ofsted look at percentage (National average is approximately 40%) We're above average for our demographic.  
***Governor clarified that numbers are percentages.*** HT confirmed. ***Governor queried if Free School Meals and Pupil Premium is changing?*** HT confirmed that rules are adjusting. 6<sup>th</sup> form students don't get Pupil Premium, but we still have to give Free School Meals. If you get Pupil Premium for one day, you may get it for 7 years.  
***Governor clarified regarding staff absence in the report; are figures relating to days?*** HT confirmed. ***Governor asked how it compares to last year; figures seem high.*** HT checked figures vs last year. Heads and Officers referenced that attendance is an issue. We're in the middle overall for county. Some schools have had to close and group classes for cover (119 class based staff). ***Governor queried reason for leave, stress related/illness?*** HT clarified some long term sickness, operations and personal items impacting school. Individuals who have had operations are often on a phased return. All have a back to work meeting after leave. Don't want staff to take as a negative. This term and next term aren't generally good for attendance. Nationally, schools have been affected by closures due to flu. ***Governor commented that the list of trips looks good. Strands projects also good.*** HT wanted Strands listed to show benefit of support. ***Governor blown away by Christmas Fayre – wonderful. Additional Governor commented that their children had a lovely time.***
7. Update re; SEN TRUST [Minutes of last Board meeting] for info: Awaiting for signature to release land to us. Some schools released; we're still waiting. Others who are deeper in will wait even longer. ***Governor queries if it drags on, will the new site become part of the trust?*** Wellbeing act waiting to be passed. Local Authority can take back ownership of schools (we agree). Should have been September. ***Governor asked if this is regardless of position of other schools.*** HT confirmed. If we pull out now; we'd have to start again. All other Special Schools in Norfolk are involved. ***Governor commented that we should stick with it and we'll get there in the end.***
8. Safeguarding Update: MKe/MG Monitoring. MG spoke to BG re; SCR and Safer Recruitment. She was really thorough. MG happy with the process. MKe/MG agreed MG would discuss Safeguarding report information with KM. MG has fed everything in to the report and report can be found in the Safeguarding folder. This will be ongoing. Online Safety Audit will hopefully be soon. MKe hopefully will present on Prevent. Happy to answer any questions. ***Chair thanked MG.*** HT confirmed WF and SAT have done SCR training this term. ***Keep dates correct and up to date. Governor asked if there are any arrangements for cover for MG when she steps down. Chair asked if there are any interested parties.*** No responses.
9. Equality Objectives questions discuss: Eight Governor responsibilities – are we happy with them and who the people are? Eight responsibilities were discussed. ***Equality Impact Assessments*** – trips are fair. ***In terms of policies, how do we know impact assessments have taken place?*** Trust that we have procedures in place and if anything missing, the policy is reviewed. Not official Equality Impact Assessment. Admissions are through the LA but when we admit we don't discriminate. National figures boys vs girls. 130 papers for 30 places. Framework used and places given based on need. Diversity in County is limited. Everyone has access to adverts. Rainbow award has been awarded; publishing info on how we're complying. ***Compliance with Public Sector Equality*** – on website, so published; we're complying. MG's annual report. ***Website compliance – reviewed annually,*** JLP reviews every 3-6 months. MG thought it was an annual report. **ACTION**

10. Student Survey info discuss/questions: Pupil voice any comments redacted. ***What do you do with the reds?*** HT confirmed that MKE follows up on red items. ***Governors commented that report was really interesting. Redacted obviously, but wonder if useful if any trends (i.e.: impacts on upper school and lower school groups).*** Next PDBW update on what's been done with the information. ***Suggested assembly "you said, we did" for pupils to see what has been done with their feedback.*** ACTION.  
***Safe in school is it unusual that this was a high % of students mentioned they didn't feel safe in school.*** Drill down needed as 'feeling safe' can relate to all number of areas. Older ones feel less safe. ***Governor commented that school council upper vs lower have a very different perception of what's safe. They have lots of information on what to do if they feel unsafe and are very clear – do I know who to talk to?*** ACTION  
***Did the red flags fall into things we were already aware of?*** Yes, any incidents are logged on Arbor.
11. LA Gov possible visit July – info: David Amis inspection due in July – Chair will confirm. ACTION
12. AI update – JLP: AI risks – Staff and Students using it. No policies. JLP/KOH/SAT discussed and actions are coming. Different categories in terms of thoughts around AI; people fear it and don't use it; people are using it without any knowledge (ok if just doing for non-specific items, but if you're putting details in then creates a risk. JLP has a Risk Assessment. AI shouldn't be feared, but needs training. Huge IT skills gap in certain generation anyway. Teachers have to teach it without knowledge themselves. At University level; tool to use, AI takes away entry level coding jobs, so students being taught to understand AI so they can still be valuable. NC offer quite a good add on. Teacher and leader AI (built with DfE) is ring-fenced; not open. Huge amounts of training. AI policies and Risk Assessments. If we choose to move forwards. Action plan needed for next steps. ***Pause discussion until action plan has been created. Governor asked what sort of timeline?*** KOH came to SLT on Monday morning, children not using it in curriculum, but once they see what it can do, this will impact. NC training is first step. People don't realise they're using it as it's everywhere. New curriculum will address from a school perspective. ACTION
13. Video link from Kieran Healy DfE: Latest meeting yesterday, having regular meetings. Rob Goodliffe District Council and Isobel Horner from County. Most action taking place between two councils. Rob has been there from the beginning. The Environment agency information on erosion rates in the original design was outside the risk area. In Feb this year, Rob passed on a National update which showed that the risk profile had significantly changes. Now the site and the road fall inside 100 year mark, subsequently led to the decision. Playing fields will be impacted within 10-20 years, along with one end of Sidestrand Hall and Clement Lodge. Had to move project away from existing site. Rob has funding from Defra. Relocation costs will be covered by that funding. Initial searches are taking place at the moment for sites. Scope of what we're looking for because of scale of SHS site; they know what we need. Distance to existing site; highways; transport position; effect on communities. Report by Rob and Norfolk County; search will take place early next year. Up to ten sites being explored which is positive. Meetings taking place monthly between Rob, Isobel and Kieran. Meeting with Steph Aquarone has happened in the last couple of days. Steph is asking for timelines, but timelines are difficult as there's the 'longlist' followed by 'shortlist'. Could be 12-18 month process to have settled the land transaction. SHS remains in the School Rebuild Program and they're committed to doing so. ***What is the possible distance of ten options on longlist?*** 2.5 miles – 10 miles from SHS.
14. Discuss re; equation for establishing size of land search for new site. From FPP: *Clarity re; size of site and shortfall. DfE calculation – old spec/new spec?* New school spec schedule and accommodation. Pupil numbers of 220 will be built on new site to accommodate expansion numbers forecast. ***Are the ten sites existing schools or green field sites?*** Iain looked at 13 sites initially including farming sites; access issues helped refine criteria. Some sites are land and buildings or school with land. Quite mixed. Business/school on a site. Highways on commercial sites are good. ***Governor concerned it will be a primary site, highlighted that it's harder to remodel than rebuild.*** Green field sites are higher risk for planning, but SHS won't be shoehorned in somewhere. If any questions and want him to prepare anything more, let him know. ***School should have input.*** HT/Chair – once shortlisted we'll get input. ***District Council input very good as they know the sites. Governor starting to work with District Council in the New Year.***  
***Defra funding is that unusual? Defra will have a pot of money.*** Defra have money they need to spend, so we're fortunate.
15. Ratify all Policies which have been agreed at Committees [see committee folders/Agendas] or delegates to the HT for approval: *Everyone happy? Agreed.*

**FPP** – Pay Policy, health and Safety, Staff Leave and Time Off, Absence Management Policy

**PDBW** – Equality Information and Objectives; Pupil Equality, Equity and Diversity; Staff Equality, Equity and Diversity; Whistleblowing; Residential Statement of Purpose; Staff Code of Conduct

**SIS** – Freedom of Information Policy; LGBTQ; Online Safety; RSHE; Student Work Experience Placement; Volunteer and Student Placement

**FGB – Whistleblowing Policy, Anti-bullying Policy**

**Governor commented that the Health and Safety Audit has now taken place. Report next term (tinsel on the bannisters was the only item flagged due to fire hazard, ex-fireman came to inspect). Got Lockdown Policy.**

16. Review business of committees: question and comments invited from Governors. **Chair happy with all.**

17. Feedback from any additional Monitoring or Governor Training / Gov Hub Training report – Discuss Use of Effectiveness tab info, and recording visits from next term. Training report uploaded. Effectiveness tab increasing in usefulness. What people can do, what people would like training on. Last tab recording visits (governor visit report) - Chair signposted governors where to find the recording of visits. Lists who and why; useful way of seeing information. Shows Governor involvement. **Governor mentioned guitar club visit.** Chair confirmed this can be listed. Chair asked if everyone happy to have a go at it. Everyone happy to keep using it? **Governors agreed.**

18. Any other business: Governors were all asked round the table. **Any sign of Ofsted for Residential?** They'd be surprised if we got visit before Christmas under new framework. Resi still four levels with new Ofsted framework; they won't do in last week of term, but not sure if that applies to Resi. Convinced it would be last week and then thought this week, but awaiting news.

**Swimming Discussion:** hasn't started due to lack of facilities.

**Lower School Council this morning; students excited about Governors attending Christmas Lunch.**

**Closed meeting 5.10pm**

Agenda Item	Action to be completed	Responsible	Date to be completed
4	Cross through Eva Stone on attendees list & upload amended minutes to Gov Hub	Clerk	Done
9	Check if website compliance for equality is annual report or just a statement	MG	ASAP
10	Find out what has been done to follow up on the feedback from student survey for pupil voice (particularly red items)	SAT	04/03/2025 (next PDBW)
10	Drill down into Student Survey 'feeling safe in school' comments from students	MKe	04/03/2025 (next PDBW)
11	Confirm David Amis inspection in July	AW	Summer term
12	Add AI Update to Agenda for July FGB	AW	Summer term