

**THE GOVERNING BODY OF HEADLANDS CE (VC) JUNIOR, INFANT AND NURSERY SCHOOL**

**CHILDREN, FAMILIES AND COMMUNITY COMMITTEE**

Minutes of the meeting of the Children, Families & Community Committee held at 2.00 pm at the School on Thursday, 7 March 2019.

**SCHOOL INSPECTION COP**

**PRESENT**

Mr I Stone (Chair), Mrs K Dickinson, Mrs L Drummond, Reverend K Young.

**In Attendance**

Annette Bird (Minute Clerk)

Agenda Item	Discussion and Decisions	Action – who/date/ Action
169	<p><b><u>APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST</u></b></p> <p>Apologies for absence were received from Mrs R N Afzaal-Khan (with consent). At the previous meeting, it had been agreed that it was not necessary for Mrs P Cocker to attend the meeting.</p> <p>There were no declarations of interest.</p>	
170	<p><b><u>NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS</u></b></p> <p>The following items were notified to be brought up under Any Other Business:</p> <ul style="list-style-type: none"> <li>• Visit by Mrs K Dickinson</li> <li>• Pride of Headlands</li> </ul>	
171	<p><b><u>MINUTES OF THE MEETING HELD ON 15 NOVEMBER 2018</u></b></p> <p><b>RESOLVED:</b> That the minutes of the meeting held on 15 November 2018 be approved and signed by the Chair as a correct record.</p>	

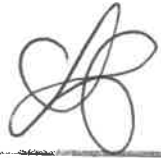
172	<p><b><u>MATTERS ARISING</u></b></p> <p>(a) <u>Links with Liversedge Parish Church (Minute 159 (b) refers)</u></p> <p>Reverend Young has arranged to meet with a representative of the Diocese.</p> <p>(b) <u>Safeguarding Action Plans (Minute 161 (a) refers)</u></p> <p>Prevent training will take place at the meeting of the full governing body on 21 May 2019.</p> <p>(c) <u>Policies (Minute 161 (b) refers)</u></p> <p>New versions of the Safeguarding and Child Protection Policies are due from the LA which are expected to be more user friendly but for now the ones approved at the last meeting are acceptable. The policies have been put on the website.</p> <p>Sessions for parents have been held but the take up was disappointing.</p> <p>(d) <u>Traffic and Road Safety Issues (Minute 163 refers)</u></p> <p>The vacancy for a School Crossing Patrol person has been advertised on Liversedge Matters.</p> <p>(e) <u>Links with Liversedge Parish Church (Minute 164 refers)</u></p> <p>The Chair has met with Councillor Lisa Holmes and the response has been circulated.</p> <p>(f) <u>Update from Friends of Headlands (Minute 165 refers)</u></p> <p>The Friends have also donated £100 for reading books and £400 for refurbishment of the Key Stage 2 Library.</p>	<p><b>Reverend K Young</b></p>
173	<p><b><u>TERMS OF REFERENCE (Minute 160 refers)</u></b></p> <p>The Chair circulated the terms of reference for the Committee which are unchanged. The Chair also reported that he is discussing with the Chairs of the other committees agenda items that can be moved to the Children, Families and Community Committee to balance the workload across the three committees.</p> <p><b>RESOLVED:</b> That governors approve the terms of reference</p>	

	<p>subject to:</p> <p>(i) The addition under responsibilities of the Liversedge Parish Church and support for the wellbeing of vulnerable children and their families.</p> <p><b>RESOLVED:</b> That the Chair will talk to the Chair of the Achievement and Curriculum Committee about this.</p> <p>(ii) SEMH and wellbeing will be included in the purpose section. The document needs to be dated and page and paragraph numbered.</p>	<p><b>Chair</b></p> <p><b>Chair</b></p>
174	<p><b><u>SAFEGUARDING</u></b></p> <p>Since the last meeting the following has taken place:</p> <ul style="list-style-type: none"> <li>• The DSL refresher has been completed by Mrs L Drummond.</li> <li>• Support staff have undertaken training in Prevent, Child Sexual Exploitation and FGM.</li> <li>• Some of the DSL courses for other staff have been cancelled.</li> <li>• New lanyards have been bought for staff, visitors and governors which are more visible.</li> <li>• A safeguarding assembly has taken place.</li> <li>• Worry boxes and worry monsters have been introduced.</li> <li>• Safeguarding posters are more prominent in school plus NSPCC, ChildLine and E Safety information.</li> <li>• Staff briefings end with a safeguarding quiz to check knowledge.</li> <li>• Years 2, 3 and 5 have completed road safety training.</li> <li>• The school celebrated Children's Mental Health week</li> <li>• On Safer Internet Day, E-safety consent and information sharing were discussed.</li> <li>• Online safety has been the focus due to children falling out over texts and online games out of school. Apps such as Snapchat and Facebook are causing issues.</li> <li>• An On-line safety survey has been done in Key Stage 2 which showed that some children are putting themselves at risk when online.</li> <li>• Wellbeing hubs are being attended regularly and there is a wellbeing section on the website.</li> <li>• The Wellbeing Action Plan was circulated which shows the progress that has been made.</li> <li>• The Emergency Plan is under development.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Instructions for staff have been issued on the administration of medicines.</li> <li>• The School has responded to the Momo issue by sending a leaflet out to parents.</li> <li>• The publication "Digital Parenting" is sent out to all parents.</li> </ul> <p>The Safeguarding Action Plan was circulated, the only red item being the monitoring of the single central record by Mrs R Afzaal Khan.</p> <p>Governors asked that thanks be passed on to Carol Lewis.</p>	<b>Mrs R Afzaal Khan</b>
175	<p><u>MONITORING OF THE E-SAFETY INCIDENT LOG</u></p> <p>The alerts come up instantly and can therefore be dealt with straight away. Often it is quite innocent enquiries that children are making and they are blocked immediately.</p>	
176	<p><u>TRAFFIC AND ROAD SAFETY ISSUES</u></p> <p>There was nothing further to report.</p>	
177	<p><u>LINKS WITH LIVERSEEDGE PARISH CHURCH</u></p> <p>Reverend Young is going to see the Diocesan representative about her role in school and how we can attract Foundation Governors.</p> <p><b>Q. What is happening about SIAMS?</b>  <b>A.</b> It is due to be done again in 2020. The last time the school was rated as outstanding. The SIAMS folder is being reviewed and an audit will be undertaken.</p> <p><b>RESOLVED:</b> That SIAMS will be a responsibility of this Committee.</p> <p>A group of children came over to the church to look at religious dress and some Year 4 children came to the Parish Centre looking at people in the locality who have stories to tell. A former school caretaker who is 92 years old is to be interviewed by the pupils. This is a joint project with Roberttown. A lot of the children have recognised family members on memorial boards etc. Craft and chatter sessions and film nights are planned in the Parish Centre. The Ash Wednesday service went very well.</p>	<p><b>Reverend K Young</b></p> <p><b>Mrs L Drummond</b></p>
178	<p><u>UPDATE FROM FRIENDS OF HEADLANDS</u></p> <p>There was a quiz held at the weekend which raised £200.</p>	

179	<p><u>ANY OTHER BUSINESS</u></p> <p>A visit was undertaken by Mrs K Dickinson who met with parents of SEND children with a speaker from PCAN (Parents of Children with Additional Needs).</p> <p>The Pride of Headlands awards scheme will be held again to recognise the non-academic achievement and citizenship by pupils.</p> <p><b>RESOLVED:</b> That the letter that went out last year will be reviewed and provide ideas of the type of entry required.</p>	Mrs L Drummond
180	<p><u>DATES OF FUTURE MEETINGS AND AGENDA ITEMS</u></p> <p><b>RESOLVED:</b> That the next committee meeting be held at 2.00pm at the School on Thursday, 13 June 2019.</p>	
181	<p><u>AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY</u></p> <p><b>RESOLVED:</b> That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.</p>	

The meeting closed at 3.10pm

 Ian Stone  
 Chair  
 13/6/19

