

**Personnel & Student Welfare (PSW) Committee Meeting**  
**Thursday, 10 JUNE 2021 at 5.30 pm**  
**Via VIDEOCONFERENCE**

**Chair: Carl Lander**

**MINUTES**

**Present:**

Carl Lander - **Chair**  
Ruth Henry – **(RH)**  
Steven Mackay (*Headteacher*) – **(SMK)**  
Sarah Mills **(SM)**  
Louise Nevers **(LN)**  
Kelly Ogden **(KO)**

**In attendance:**

Jessica Lobbett **(JL)**  
Lucy James **(LJ)**  
Jeremy Kaye (*Clerk*)

	Item
1.	<b>Welcome and Introductions</b> The chair offered a welcome to the meeting.
2.	<b>Procedural items</b>  <b>2.1 Apologies</b> Apologies were received from Tahir Darr and Ashley Russell  <b>2.2 Confirmation of Quorum</b> It was agreed that the meeting was quorate  <b>2.3 Declarations of Interest for this meeting</b> None were notified  <b>2.4 Notification of Any Other Urgent Business</b> No items were proposed
3.	<b>The minutes of the last Curriculum meeting on 25 February 2021</b>  <b>3.1</b> The minutes were <b>APPROVED</b> and will be signed in due course <b>with a note that Tahir Darr and Ashely Russell may wish to comment</b>  <b>3.2</b> Matters arising from the minutes of the meeting on <b>25 February 2021</b>

	<p><b>3. Safeguarding.</b> Governors KCSIE read and confirmed - <b>COMPLETE</b></p> <p><b>7. SIP</b> - School improvement partner SMK has AGREED with the COG that the current partner should continue. This now needs approval at FGB.</p> <p style="text-align: right;"><b>ACTION: to be taken to FGB for approval</b></p> <p><b>10&amp;11.</b> SIP deep dive when complete and reviewed by CL - <b>ONGOING</b></p>
4.	<p><b>Safeguarding</b></p> <p>The safeguarding report had been distributed vis GH and read by all.</p> <p>SM advised that CPOMS had been live since September and was showing reports. She gave a brief explanation of how it worked and that there had been no surprises in the roll out.</p> <p><b>Q: Chair:</b> Do we need a further system for ensuring we catch any issues if we were in another situation like the pandemic?</p> <p><b>A: SM:</b> No. we have had over 200 reports in this period which would not have been much lower without the pandemic so reporting continues.</p> <p><b>A: RH:</b> We expected less because pupils were at home and that there would be reporting delays, some are still coming in, but they are coming in.</p> <p>The chair commented on annual training on sexual health, gave an example and there was a brief discussion around this issue.</p> <p><b>Q: Chair:</b> Is sexual health part of the curriculum?</p> <p><b>A: SM:</b> Yes, in years 7&amp;9 in both the curriculum and PSHE.</p> <p>She explained the units involved and how all year groups also have sessions with the nurse. One nurse has been off long-term sick which is making it more difficult.</p>
5.	<p><b>Student Welfare</b></p> <p>SMK advised that the updates were all in the most recent HT report, distributed in advance and read by all.</p> <p>RH commented that the MH team ran an anxiety course with 17 pupils for which the feedback was good. She is hoping for more from September.</p> <p><b>Q: Chair:</b> Why the concentration on year 9?</p> <p><b>A: RH:</b> Since lockdown a number of pupils in year 9 had been referred for anxiety.</p>
6.	<p><b>Staff welfare</b></p> <p>SMK briefly ran through the survey results which showed a slight 'uptick' in staff mental health issues since lockdown.</p> <p><b>Q: Chair:</b> Is there any evidence that counselling is helping?</p>

	<b>A: SMK:</b> Not really as its confidential
7.	<p><b>Staff (NHS) nurse role discussion</b></p> <p>There was a discussion around the supply, cost and role of the school nurses supplied by the NHS. There is no cost and SM explained how they work, how many hours are allocated, the related confidentiality and how well they work as part of the school team.</p> <p>SMK added that he agreed the main nurse (Claire) is part of the school team.</p> <p><b>Q: Chair:</b> I assume that there is no pupil feedback?</p> <p><b>A: RH:</b> We understand from pupils, without detail, that they are generally helpful to the students. The majority of students get on with the nurse and are happy with how the appointments went.</p>
8.	<p><b>Transgenderism</b></p> <p>The chair started a brief discussion by asking how the school interacts with and helps support pupils.</p> <p>SMK said that support is there for staff through school policies. He said that where this has come up it appears to have been handled well.</p> <p>KO added that from her personal knowledge this has been handled well within the school.</p> <p>SM explained the experience and support for pupils when they advise staff. References are made as appropriate and that year 9 are currently working on diversity week including displays, pride and other areas. Policies are in place for trips.</p> <p>SMK confirmed this and added that school policies support students as well as staff. He added that there may be more that can be done with regard to staff training.</p> <p>RH noted that LGBTQ+ issues seem to be more related to advising families and peers rather than friends.</p>
9.	<p><b>Staff survey</b></p> <p>The staff surveys had been distributed and read by all in advance and SMK ran through the details. Outcomes had been lower than last year but still high. He reminded everyone that last year the survey was done during lockdown and that the last year was probably the hardest teachers had been through. It was nice to see support staff moving forward. He advised that the surveys will be analysed at SLT to look for patterns.</p> <p><b>ACTION: CL to look at governors' questions and ask governors to re-consider the questions for the next survey. This would be required by Easter</b></p>
10.	<b>Risk register</b>

	SMK checked this live and all items allocated to PSW were checked with one update made to item R25
11.	<p><b>Policy reviews</b></p> <p>There was a discussion around each policy which had all been distributed in advance. The following policies were reviewed and <b>APPROVED</b> with the proviso that the COG and vice chair confirm their approval.</p> <p>11.1 Anti bullying 11.2 Single equality scheme 11.3 Code of conduct 11.4 Online safety 11.5 CPD ITT &amp; Induction</p> <p style="text-align: right;"><b>ACTION: TD &amp; AR to confirm their approval.</b></p> <p>The code of conduct policy was then discussed which had also been distributed in advance and SMK advised that he wanted to make some updates to the wording on this, including the item on dress code.</p> <p>LN noted that racism and bullying references are not specific to race. SM agreed to discuss racism support and the two agreed to meet.</p> <p style="text-align: right;"><b>ACTION: SMK to update this policy and re distribute for approval via GH or email vote</b></p>
12.	<p><b>Any other URGENT business</b> (as previously agreed in item 2.4) There was no AOB requested</p>
11.	<b>The date of the next meeting</b> was agreed as 4 November 2021 with the Chair giving a note of thanks to the staff for what had been a very tough year

The meeting concluded at 18:35

<b>Signed on:</b>	
<b>By:</b>	