



**Coppice School Local Governing Body  
Teaching, Learning & Wellbeing  
Wednesday 10<sup>th</sup> February 2021 at 10:00  
via MS Teams**

<b>Those Present:</b>		
Linda Allison	Headteacher	LA
Paul Burns	Chair/Safeguarding Link Governor	PB
Kathryn Deacy	Staff and T&L/Wellbeing Link Governor	KD
Bev Fox-Norris	Staff Governor	BF-N
Zenab Khan	Parent Governor	ZB
Damon Stead	Finance Link Governor	DS
Dan Vockins	Vice Chair and T&L/Wellbeing Lead Link Governor	DV
<b>Also Present:</b>		
Joel Hardwick	Nexus - Assistant CEO	JH
Emma Heyes	Nexus Governance & Projects Manager (Minute Taker)	EH
Jacky Tattershall	Nexus - Assistant CEO	JT
Andy Child	Chair of Trustees	AC
<b>Apologies:</b>		
Paula Fraser	Parent and Wellbeing Link Governor	PF
<b>No Apologies:</b>		
Karl O'Reilly	Executive Headteacher	KOR

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence  Apologies were received from PF.	
1.2. To accept apologies for absence  Apologies were accepted for absence from KOR.	
2. ITEMS OF URGENT BUSINESS	
2.1. Chair to determine any items of urgent business  There were no urgent items put forward.	
3. DECLARATION OF INTERESTS	
3.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda  There were no declarations received.	
4. COPPICE SCHOOL LOCAL GOVERNING BODY MINUTES	
4.1. To approve the minutes of the following meeting:  The Chair thanked the Clerk for the last minutes. The minutes of the meeting held on 9 <sup>th</sup> December 2020 were approved as a correct record with no amendments.	
4.2. Review of Action Tracker  The outstanding actions on the tracker were reviewed and updated.	
4.3. Matters arising from the Minutes  There were no matters arising.	
5. POLICIES	
5.1. Policies for Review  5.1.1 <u>Intimate Care</u> - LA explained that this was an existing policy where a couple of amendments had been in relation updating a couple of policy references within the policy linking to Safeguarding and Positive Handling. <b>The policy was agreed by Governors.</b>	
5.2. New Policies  5.2.1. <u>Careers, Education, Information and Guidance Policy</u> - PB questioned how many pupils would be leaving this academic year and how many were expected to not be in any form of education or employment. LA responded that 10 pupils would be leaving this year but that no pupil would leave without some form of education or social care package in place for them. <b>The policy was agreed by Governors.</b>  5.2.2. <u>Home School Agreement</u> – The Chair explained that this policy had been presented at the last meeting and that a number of minor amendments to text had been suggested. The Chair confirmed the amendments. LA and BF-N to work together to incorporate the amendments into the final version of the policy.	<p style="text-align: right;"><b>LA/BF-N 24/03/21</b></p>

**5.2.3. Relationships, Health and Sexual Education (RHE) 2021 Policy – The policy was agreed by Governors.**

5.2.4. Remote Learning Policy – PB questioned how many pupils had been accessing home learning. LA responded that the majority of lower school pupils (80) were actually in school and that the upper school pupils at home were accessing remote learning on a daily basis. PB queried item 3.0 in the policy which stated that pupils should not complete home learning in places such as bedrooms. LA confirmed that pupils should be completing their learning alongside parents and carers so that they are supported and to minimise behaviours such as on-line bullying. DV questioned how the school was supporting the health and well-being of pupils whilst they are home. LA reported that wellness checks, with both pupils and parents, took place twice a week and that a lot one to one work was happening with pupils via FaceTime and Microsoft Teams. Additional resources such as emotional symbols and visual resources were being used and a dedicated space on the website had been developed which signposted parents where to go for further support. **The policy was agreed by Governors.**

5.2.5. School Council and Pupil Voice Policy – It was acknowledged that not as much student engagement activity was taking place due to the current restrictions in place and the member of staff leading on the work currently being off work. It was reported that work was still taking place in the form of Teams meetings and enterprising initiatives such as the 'Click and Collect' project in sixth form and fundraising opportunities such as Children in Need. **The policy was agreed by Governors.**

5.2.6. Attendance Policy – PB asked how attendance had been affected by the Covid. LA reported that the school had continued to have good attendance since lockdown measures had been introduced and that the school had had around 50% attendance throughout the whole pandemic (around 90% in lower school). LA explained that she expected this to rise further as recent communication with parents highlighted that even more children would be returning to school after the half term. JH stated that Coppice, and other schools across the Trust, all had attendance that was above the national average for special schools. **The policy was agreed by Governors.**

**6. ITEMS TO BE CONSIDERED**

6.1. Lockdown Measures – School Update

LA provided an update on the lockdown measures happening within school at the moment. She reported that lateral flow testing was now in place, with staff being tested once a week and no staff taking the decision to opt out of this. She explained that testing would increase to twice a week after the half term break. LA fed back that testing had alleviated a lot of staff concerns about the school being a safe place to be and that, to date, testing had not identified any positive cases.

LA reported that teaching was still taking place across the school within designated teaching bubbles in allocated teaching zones and that a number of measures were in place such as; regular cleaning, risk assessments were being updated on a regular basis and that PPE was well stocked. She reported that work was taking place with external agencies to make sure that all vulnerable children were well supported.

<p>6.2. Chair/CEO Verbal Update of Key Issues from Trust Board of Directors</p> <p>JH provided an update in terms of The Bridge, post 16 provision, being developed at the former temporary site of Bader Academy. The service is being developed over the next few months with a view to the site formally opening in September.</p> <p>JH provided an update on vaccinations. He explained that the Local Authority had been in touch to discuss prioritising staff working with extremely vulnerable children and that the Trust were currently confirming how this would be rolled out. DS commented that there had been some issues with staff accessing the technology needed to book a vaccine appointment and also that some GP surgeries were not contacting people who were identified as receiving the vaccine via their employer so there was a risk that these people may get missed. JH thanked DS for bringing this to his attention.</p> <p>AC thanked the Board for letting him attend the meeting. He commented that he was impressed by; the Board's strong focus on policies and questioning the impact of these, the vaccination discussion and the developing of The Bridge provision.</p>	
<p><b>7. GOVERNANCE MATTERS</b></p>	
<p>7.1. Governors to complete Activity Log</p> <p>PB reported that he had attended the LGB Chairs meeting on 3<sup>rd</sup> February.</p>	
<p><b>8. ANY OTHER URGENT BUSINESS</b></p>	
<p>8.1. To consider any other urgent business agreed by the Chair</p> <p>LA updated the Board on the outcome of the enquiry into the recent child death at Coppice School and that the verdict had been identified as natural causes, in the form of a congenital heart defect. She explained that the school had been reassured that no more could have been done to help the child.</p>	
<p><b>9. CONFIDENTIALITY &amp; RISK</b></p>	
<p>9.1. To consider the confidentiality of any items discussed during the meeting</p> <p>None.</p>	
<p>9.2. To consider any areas of risk discussed during the meeting</p> <p>None.</p>	
<p><b>10. DATES OF NEXT MEETING</b></p>	

Wednesday 24 <sup>th</sup> March 2021	10:00 – 12:00	MS Teams	Safeguarding, Leadership & Management
Wednesday 26 <sup>th</sup> May 2021	10:00 – 12:00	Coppice School	Teaching, Learning & Wellbeing
Tuesday 29 <sup>th</sup> June 2021	16:00 – 19:00	Craggs School	Leadership Summit
Wednesday 14 <sup>th</sup> July 2021	10:00 – 12:00	Coppice School	Safeguarding, Leadership & Management

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**Minutes approved**

CHAIR	SIGNATURE	DATE