

## **Chairs Reports of the Premises & Safety Committee: 20<sup>th</sup> June 2014**

The Minutes of previous meeting on 27<sup>th</sup> February were reviewed and agreed.

### **Matters Arising**

The following matters arising from the previous meeting were discussed:

- Electrical Upgrade: The upgrade was completed successfully. The Local Authority reimbursed the school the full cost of the works (£28,000).
- Cyclical Maintenance & Asbestos Monitoring: the Headteacher, H&S Rep and Caretaker have all now undergone Asbestos Awareness training.
- Cleaning Contract Issues – inconsistent levels of service still remain and are being monitored.

### **Site Inspection**

A Site Inspection was carried out. The following areas were reviewed in detail:

- A new cycle shelter and adjacent buggy shelter was being built at the front entrance.
- Plans for the Kitchen Redevelopment, scheduled 30<sup>th</sup> July, were discussed. It involves the creation of an additional teaching space. The proposal is to dedicate this space to enrichment and extension activities for the more able.
- KS2 Garden Capping Stone replacement are to be a scheduled summer job
- Dining Room acoustics have been postponed until the kitchen development is complete
- The Wireless Network Upgrade has been completed.

### **Cyclical Maintenance Audit**

The committee reviewed each aspect the cyclical maintenance audit in detail. Where certification is due for renewal the committee noted that the Head has identified each aspect and is contacting the companies concerned.

### **Safeguarding Update**

The committee reviewed Safeguarding Audit file. It was noted that the Staff Training Record has been updated in light of recent L2 and L3 training by teachers with designated Child protection responsibility. Also, whole staff training has taken place relating to the DfE Document – Working With Children in Schools booklet:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/300319/KCSIE\\_FINAL\\_8PG.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/300319/KCSIE_FINAL_8PG.pdf)

It was noted that the school has also updated and redistributed its School Code of Conduct.

The Head and Chair of Governors are scheduled to attend Safer Recruitment Training.

Donna Dolphin  
June 2014