

Premises & Safety Committee: Chair's Report

Meeting Held on 5th March 2015

Time 4.00pm

Committee:

Eleanor Thompson, Donna Dolphin, Claire Farrier , Kazeem Aremu

Minutes of previous meeting on 6th November 2014

Governors reviewed and approved the minutes of the previous meeting on 6th November 2014.

Matters arising

Governors discuss the following matters arising from the previous meeting:

- **Asset Management Plan**
A 3 year asset management plan was presented to the committee that outlined the main capital and major works spending. Governors agreed in principle to approve the major works outlined in the plan.
- **PSHE Plan Implemented**
A key aspect of Safeguarding is the appropriate curriculum offered to pupils. The vehicle for this in schools is the PSHE (Personal, Social, and Health Education) Curriculum and SMSC (Social, Moral, Spiritual and Cultural) Education. Woodcroft has developed an innovative programme for combining these aspects together with whole school events. This is called AIM@Woodcroft. This programme has already received praise from Ofsted and the LA.
- **Contract Cleaning**
The new cleaning contract is progressing well. A new cleaning supervisor has been appointed. The company management has been very visible in the first few months.

Premises Audit Framework

- **Annual Statutory Testing and Maintenance Audit - Spring update**
The maintenance audit was reviewed and a number of actions were identified. The committee will review progress at the summer term meeting.
- **LA Compliance Request Letter 15/12/14**
The LA requested documentary evidence of statutory compliance certificates. This was submitted on 13/1/15. Receipt was acknowledged, but no further actions have been requested.
- **Fire Risk Assessment**
A revised Fire Risk Assessment was commissioned on 26th January 2015. A list of remedial works was issued. The Head informed the Committee that he will schedule any outstanding actions to be addressed.

Ofsted Outcomes

The premises, safety and safeguarding was praised during the Ofsted inspection

Computing Evaluation

Dan Guest and Vinod Pindoriya have completed an evaluation of progress toward the 2014/15 computing action plan. Committee can report that the majority of targets have been achieved. A clear action plan is in place to ensure all areas are addressed before the end of the academic year.

Premises Projects

The following projects were discussed and agreed:

- **IT Room**
Quotes are being sought to upgrade the IT room to bring the room up to date.
- **KS1 Corridor**
Water damage and old décor requires updating and repairs
- **Dining Room**
Flaking paint and scuff damage in addition to sound baffles need addressing

- Bonsai Room & Cleaners Cupboard

Both have been recently updated to create a pupil support room and a more usable cleaner's cupboard.

Site Inspection

Governors carried out a site inspection of the areas identified in point 8

Attendance Policy

Updated Attendance Policy submitted to Governors for approval. The committee undertook to review the policy prior to the full governors meeting.

Safeguarding Update

- LA Audit Return

The school submitted an updated Safeguarding Audit to the Local Authority of 26th November 2014.

- Section 11 Challenge Meeting

The Headteacher has been asked to attend a Barnet Safeguarding Children Challenge Panel on 10th March 2015

AOB

- Gas Leak

The Headteacher reported that the school had reported a gas leak on Thursday 26th February. National Grid attended school immediately and rectified the fault. A gas meter in the boiler house developed a leak. There was no disruption to school

- Parent Questionnaire

There has been a successful response to the parent questionnaire this year. Over 170 forms had been returned. Initial indications are very positive. Outcomes will be submitted at the Full Governing Body meeting.

- SHaW Support 2015-16

The Headteacher outlined two Safety, Health and Well-Being options. Barnet Traded Service and Customised Safety solutions. The governors reviewed proposals. They liked the idea of a personalised service but had questions relating to the provision of more specialist services e.g. Asbestos Surveys etc. They queried whether Customised Safety Solutions would be able to commission additional services at an equivalent cost to the LA i.e. would it cost the school more in the long run when compared to the LA SHaW traded service. Governors asked the Headteacher to undertake a response from Customised Safety Solutions

Chairs Report: Kazeem Aremu

23rd March 2015