

Premises & Safety (Inc. Safeguarding and Online Safety) Committee Chairs Report : 10th March 2016

The Minutes of the Previous Meeting on 1/10/2015 were agreed as accurate.

The impact of Governor work was evidenced by outcomes of the previous meeting. These included

- *Improved protocols for trips requiring group leaders to take original signed copies of permission slips now in place.*
- *No further incidents of flooding have occurred following approval of maintenance work adjacent to KS1 ramp*
- *Decoration works in the Dining Room have now been completed to a good standard and corner guards are in place following issues identified on the last premises inspection*
- *The Critical Incident Plan was ratified by the governing body.*
- *An updated H&S Policy was agreed and published on the school website.*
- *Progress update on previous site inspection issues:*
 - *KS2 Log Trail soft-pore needs repair - completed*
 - *Flaking paint in the dining room and corner guards missing - completed*
 - *Damaged Plug – Full 5 year electrical test commissioned February 2016*
 - *Saplings Wear and Tear to cladding – completed – full recover*
 - *Artificial grass proposed for Butterfly Garden – not completed*
- *My Concern, the New Safeguarding software has been successfully implemented and Woodcroft was featured as a case study school.*

Premises & Safety

- *Committee reviewed the school's Annual Statutory Testing and Maintenance Audit 2015-16 and were satisfied that the school demonstrated compliance in all areas.*
- *Committee reviewed the asset management plan. The majority of 2015-16 projects had been completed including: KS1 classroom decoration, refurbished computing suite, dining room decoration, foundation stage outdoor mural, saplings recladding, lighting renewal – phase 3, playground repairs and electrical testing.*
- *2016-17 aspects were prioritised to identify potential savings due to budgetary constraints. This included postponement of Foundation Stage refurbishment, KS2 double glazing and acoustic baffles in dining room.*

Health and Safety Audit

- *The school carried out a full Health and Safety Audit with consultant John Kempster on 5th November. Areas for development will be included in the next School Improvement Plan.*

Safeguarding

- *Following resignation of Claire Farrier, Mervat Khalil had taken over the duty of designated Governor for Safeguarding. Mervat had attended school on 4th March 2016 to review safeguarding procedures and complete the annual audit.*

- *The Headteacher presented the safeguarding report to governors. This included a summary document outlining the schools policies, procedures and arrangements and individual aspect reports.*
- *The school publishes a safeguarding statement on the website and a safeguarding notice that is displayed around the school. Governors reviewed and updated both documents*
- *The committee completed a RAG Website Compliance audit of the school's website.*
- *Governors reviewed school compliance with its duty toward the Prevent Policy. The Headteacher demonstrated that the school had provided initial staff awareness training, staff had completed the Channel online course, and draft policies had been written. School now awaits Barnet training.*

eSafety (online health) Sub - Committee

- *The Premises & Safety committee also act as the e-safety sub-committee. The sub-committee has undertaken to achieve the gold standard of the new Barnet Children's Safeguarding Board Online Health Mark.*
The sub-committee reviewed the requirements and identified the following key tasks:
 - *Governor undertook to review all IT and computing policies and feedback to enable policy updates to be carried out during the summer term*
 - *Committee attended school during the Digital Tech Day during January and undertook to develop a schedule to monitor online safety and promote in school.*
 - *Governors asked the head to provide e-safety training to take place during the Spring Term Full Governing Body meeting.*

Premises Walkabout

- *Governors completed a full site walkabout with particular focus on the toilets following parental complaint. Overall governors were satisfied that all toilets were clean and in good order. However, a number of minor issues were identified. These have been noted by the headteacher and will be addressed with the cleaning supervisor.*

*Donna Dolphin
10th March 2016*