

Chair's Report: Premises & Safety Committee 7th November 2016

Committee Present:

Donna Dolphin, Kazeem Aremu, Karen Griffin

Minutes of Previous Meeting 12th July

Committee approved the minutes as accurate.

Matters arising from minutes of previous meeting

The following updates were provided by the Headteacher:

- Cleaning Contract: levels of service and standards were under review. The Head had met with Area Manager to express concerns about staffing levels and quality of service.
 - DDA Grant: Quotes being collected re: works to meet Access Audit recommendations.
 - Lifts out of action: Louise Jackson (Business Manager) is in ongoing dialogue with company due to not meeting their service level agreements caused by missed appointments. School seeking alternative service and maintenance providers.
 - Security Alarms: quote sought from SECOM re: upgrade to certain areas around school
 - Water Coolers: upgraded coolers now installed and working well.
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Premises & Safety

Terms of Reference

Governors reviewed and updated the terms of reference to acknowledge the greater focus on Governor challenge re: pupil learning and behaviour.

Behaviour and Attendance Report inc Anti Bullying

Governors received reports from Deputy Head, Mark Russell. They noted and discussed the low attendance of White British. The Headteacher also pointed out a correlation between low attendance and lower progress in 2016 KS2 SATs. Governors requested that the school should publicise attendance in clearer terms i.e. days missed not %?

Critical Incident Plan and Emergency Information

The Headteacher distributed the 2016 Critical Incident plan for consideration.

Health & Safety Policy

The Headteacher distributed the 2016 H&S Policy for review and consideration.

Lock Down Policy

Governors discussed the duty of schools to prepare and plan for possible lockdown. A draft policy was presented that aims to ensure that on very rare occasions it may be necessary to seal off the school so that it is not able to be entered from the outside, and to restrict movement inside should an intruder be on premises.

This policy will aim to ensure that pupils, staff and visitors are safe in situations where there is a serious security risk on the premises or outside the school in the near vicinity. For example, nearby chemical spillage, proximity of dangerous dogs, serious weather conditions or attempted access by unauthorised person's intent in causing harm / damage.

Fire Evacuation Plan

An updated fire evacuation plan was submitted that included procedures for an after-school evacuation

Hoax Bomb Threat Guidance Notes

School is currently drafting updated policy guidance on its response to bomb threats. This will be reviewed during the spring term committee meeting.

H&S Audit and Report

The Headteacher notified the committee that Barnet were planning to carry out a school health & safety audit later in November.

Safeguarding

Keeping Children Safe in Education 2016 - Part 1

Committee were given an up to date copy and undertook to read the document.

Woodcroft's Updated Safeguarding Page

Woodcroft websites online safeguarding information was reviewed:

<http://www.woodcroft.barnet.sch.uk/safeguarding-statement/>

Safeguarding Notice

Committee approved the 2016 Safeguarding and Child Protection Information Notice. This is an overview document outlining key policies and personnel responsible for safeguarding at Woodcroft. It is published annually and displayed in school and on the website.

New PSHE Scheme

Committee noted the new PSHE scheme that is being implemented through weekly class posters with key information. PSHE Governor, Father Moore, has been in to review the scheme and monitor its impact.

Forthcoming Safety Events:

- **Y6 Bikeability** -Taking place this week to support the safety of pupils on the roads.
- **Anti-Bullying Week with eSafety focus**

Committee noted the eSafety school focus for anti-bullying week. They reviewed Staff CPD materials and Anti-Bullying Alliance literature being used to support the initiative.

eSafety Sub Committee**Stricter Filtering: Keeping Children Safe in Education****Report from D Guest**

New statutory guidance for Computing makes a shift in emphasis from 'should' provide adequate filtering, to 'ensures' adequate filtering - a change which I have amended in the relevant policies attached. There is no systemic change required for Woodcroft as we currently use the London Grid for Learning's filtering system. The only notable change is that YouTube videos, a valuable learning resource, are accessed using https://, meaning that it is difficult for individual videos to be filtered. Schools were encouraged to remain on the highest possible level of filtering via LGFL last term - should we wish to avoid 'over-filtering' (looked on dimly by OFSTED) then the headteacher must authorise a change in filtering level. At present we have had few complaints about being unable to access videos through our current filtering level, so I am happy with our current 'severe restricted' filtering. In addition, staff are encouraged to link to videos through The Treehouse, which removes adverts and suggested links, and never to search for videos whilst presenting on their interactive whiteboard.

Online Health Award

The school is currently compiling evidence to achieve the Barnet Online Health Award - gold standard

Digital Badge Scheme - inc. Online Health Badge

The headteacher brought to the attention of the committee the school's new AIM@Digital badge Scheme. The purpose of the new scheme is to provide a tangible reward for classes/pupils who can demonstrate evidence of completing elements of the school computing curriculum.

Donna Dolphin 7/11/16