

Gillespie Primary School Safeguarding Governors Committee

Attendees:	Bhavini Doyle, Mark Owen, Dan Hamilton, Mandy Kirby, Ashley Smith
Time & Date:	18:00 Tuesday 3rd October 2023
Agenda	<ol style="list-style-type: none"> 1. Policies for review – including confirmation that governors and staff have read part one of KCSIE. 2. Report on Safeguarding Governor check on school procedures including Single Central Record check, medical Needs records 3. Annual Safeguarding report to governors 4. Health and safety update including any incidents reported on IRIS (on –line reporting system to the Health and safety executive if a child/adult has an accident which requires hospital/medical follow up) and premises/site safety governor visit /inspection 5. For discussion – use of Twitter following change of ownership and platform policies. 6. AOB

	Minutes
1.	<p>Policies revised to align with new guidance from Keeping Children Safe in Education. No comments further comments from Governors.</p> <p>Policies included: Child Protection, On-line safety, Anti-bullying , Behaviour and Health & Safety</p> <p>All Governors will endeavour to complete full or refresher Safeguarding Training in a timely manner. Bhavini will ensure to keep an eye on the dates for training to inform governors, so they book onto courses. This will be monitored on an ongoing basis by the safeguarding governor as well as the school and reported to the committee. A fully online version is also available.</p> <p>The school will also keep a record of Governors confirming reading KCSIE report. The office will be informed when confirmation is received.</p> <p>It was confirmed that the food allergy signage policy was now embedded by both the school and FOG.</p> <p>Policies signed by Dan, Chair of Governors for official approval.</p>
2.	<p>Safeguarding Governor and Chair conducted and all checks done – no issues.</p> <p>Pete gave a tour of the premise. It should be noted that Gillespie School is fortunate to have an onsite caretaker who understands the school building so well.</p> <p>A checklist will be created for anyone conducted the annual governor check for consistency.</p> <p>School now has its own Epi Pen, defibrillator and asthma pumps for emergency use.</p>

	<p>Anna has very good records and procedures for the Medical needs but is currently on long term sick leave so this is being picked up by Mark and Rebecca. The system was set up so anyone could take it over if needed. Mark has always been heavily involved with the Medical Needs as the senior lead.</p>
3.	<p>Annual Safeguarding report to governors will be completed for approval by full governors by Spring Term '23. School waiting on new expected format but should have a draft by end of this term/start of next. Prior to this a draft will be shared with the committee for comment.</p> <p>Governors discussed if correlation to additional SEN needs was considered including interaction between different SEN conditions.</p>
4.	<p>Premise health and safety – Condition report – No major issues.</p> <p>3-hour emergency lighting is in full working order after a grant was secured to upgrade. Cost was £15k. It was noted that although the lighting will stay on for 3 hours in an emergency the time to empty the entire school was 2minutes 40 seconds (test conducted on 26/09/2023).</p> <p>Online safety training for ladder use is required by all staff. Although it should be noted staff do not have access to an ladders and are not permitted to climb them. Each floor has a short step if required.</p> <p>All doors now have finger guards to prevent trapped fingers.</p> <p>Roof in top corridor near hall and library has been patched up by Pete and is holding while we wait for roofers to fix.</p> <p>Trim Trail Astro turf is coming up at the edges. This has been risk assessed and although a trip hazard has been deemed to be safe.</p>
4.	<p>IRIS</p> <p>4 incidents noted –</p> <p>1 child fractured arm falling from monkey bars. Monkey bars still deemed safe.</p> <p>1 adult – slipped</p> <p>1 adult – fainted</p> <p>1 adult – ankle hit by child scooter</p>
5.	<p>Governors discussed the use of Twitter (now called X) as a means to communicate school activity to the outside World. The committee are mindful of the change in leadership, data policies and algorithms at Twitter plus a plan to charge for use of the platform.</p> <p>We concluded that we would keep an eye on the status of Twitter and how other Educational Institutions use it. When appropriate the current school Twitter Policy will be reviewed to encompass all external communications about the school to the non-school community.</p>

7.

AOB.

There being no other business, the meeting ended at 6.55.