

8TORMONT HOUSE RESOURCES COMMITTEE

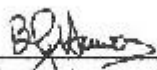
Minutes of the meeting held on Monday 29th November 2021.

ITEM	FOCUS/NOTES	Lead	Action
1	ATTENDANCE: BH(Chair), KM (Headteacher), SC (DHT), BA, CN, NP, JE.	BH	
2	Apologies for Absence: GC (Business Manager) sent her apologies	BH	
3	Committee Terms of Reference The following changes were agreed: "School Development and the Leadership and Management Plan" should read "School Development Plan" "Senior Management Team" should read "Senior Leadership Team" "Middle Management Team" should read "Middle Leaders" "Hackney Learning Trust" should read "Hackney Education" With these changes the Terms of Reference were agreed	BH	
4	Minutes of the meeting held on 10TH May 2021 The following amendments were agreed: Heading "8TORMENT" should read "STORMONT" Paragraph numbering should be sequential With these changes the minutes were agreed as an actual record of the business discussed.	BH	
5	Matters arising not on the agenda BH stated that he had signed the School's Financial Value Standard	BH	
6	FINANCE Review of Financial Reports to 31st October 2021: GC had circulated the reports prior to the meeting. BH had reviewed the reports and had raised some queries. GC was preparing answers and would circulate them when completed. Since GC was not present further review and discussion was not possible Schools Financial Value Standard. – Dashboard 31-3-2021: The document was referred to. BH stated that it was difficult to find a school against which meaningful comparisons could be made. It was noted that most ratings against thresholds were broadly in line. Staff cost were high due to the inner London weighting and that most teachers were on the upper pay scale. It also indicated the high quality of the staff at Stormont.	GC	GC to circulate answers to BH queries
7	Human Resources: Staffing and Recruitment Update:	KM/FC	

	<p>Reference was made to the document circulated.</p> <p>KM explained that the teaching of DT was being reviewed in the light that the GCSE accreditation was not suitable for the pupils and that a unit-based accreditation was being considered. He stated that the connectivity of DT and Food Tech was being reviewed for timetable and accreditation purposes.</p> <p>BH noted that TA deployed numbers were above the agreed staffing structure by 2.2 FTE. KM stated that additional support was required for the new Yr 7 pupils and that a pupil in Yr 8 required additional 1:1 support. KM also explained that many Long-Term Agency (LTA) TA'S were of high quality, flexible and individuals who worked well with the pupils. They were not seeking permanent positions and liked the flexibility of termtimes to pursue other interests</p> <p>It was formally agreed to increase the TA numbers by 0.4 FTE to enable the 2 Enhanced Teaching Assistant roles to be released to complete lesson walkthroughs, support the induction of new staff and attend T&L team meetings. KM stated that this additional staffing need could not be provided out of the current pool of staff.</p> <p>BH raised the question of offering non-permanent contracts to staff and under current HR employment law. KM agreed that clarification was required</p> <p>JE asked if Long Term Agency costs were more expensive than direct employment costs. KM replied that agency staff were not subject to the high on-costs of permanent staff. LTA staff give the flexibility to meet short-term pupil needs.</p> <p>Apprenticeship Scheme: As the GC was not present it was agreed that this item to be C/fwd to the next meeting.</p>		<p>KM/GC to clarify HR employment law re Short/Long Term Contracts</p> <p>GC to provide cost comparison between employed and agency.</p> <p>BH to put item on next meeting agenda.</p>
8	<p>Audit and Risk:</p> <p>The current Risk Register was reviewed. There were no risks identified that were of concern.</p>		
9	<p>Premises:</p> <p>Hackney Council continue to provide FM services under the contract. No indication of how this service will be provided in the medium/long term.</p> <p>KM stated that the current Premises Manager was shortly retiring and that a recruitment program had appointed an individual with the relevant experience required from the role.</p>		
10	<p>H&S:</p>		

	<p>CN reported that regular walkthroughs were identifying any issues of concern to the Premises Manager. It was agreed that the minutes of the H&S Committee should be circulated to committee members.</p> <p>New Co-vid guidelines:</p> <p>KM stated that the school was following the latest guidelines issued by the DFE and the Local Health Authority. Masks were to be worn by adults in all communal areas but not by the pupils (SEN exemption). Assemblies were held with half year groups. Open windows increased the ventilation around the school and CO monitors were used as guidance. Hand cleansing was encouraged with all pupils and staff. KM stated a letter had been sent to parents explaining the additional rules arising from the new Omicron mutation of the Co-vid virus.</p>		GC to circulate H&S minutes to the Resources Committee
11	<p>School Development Plan:</p> <p>3.2.2 Increase staff leadership development opportunities:</p> <p>KM explained the Middle Leadership Program run by HTSA and University College London (UCL). He stated that it was primarily for individuals who did not wish to follow a full National Professional qualification in Leadership. The focus was on identifying and developing the skills and qualities required for effective leadership in schools offering tools to manage, lead and inspire their teams now and in the future. The program is open to all staff. Two members of staff started the course in 2019/20 and 4 had started in 2020/21. The pandemic delayed completion for the first cohort, so all 6 successfully completed the course in summer 2021, receiving a certificate of completion from UCL.</p> <p>The courses required all six participants to produce a summary of their improvement project and its impact.</p> <p>Participants included 1 from Admin, 1 from Catering, 2 from Curriculum Support Staff and 2 from the Teaching staff. The project areas covered were as follows</p> <ul style="list-style-type: none"> • Students being able to help others if they are not happy • Improving remote learning • Food Education – challenging student perceptions, understanding and balance food choices • Value of practical work experiences • Developing the Admin Team: roles, workflow • Restorative Conversations on a larger scale. <p>The impact reports feed into appraisals, school self-evaluation and development planning, shaping individual and team professional development needs.</p> <p>3.2.4 Further develop school response to equalities & diversity issues.</p> <p>KM reported that the school was following the Hackney Education recruitment advice of using anonymous job application forms when recruiting into vacancies.</p> <p>It was agreed that the Equalities and Diversity Policy and the school's Recruitment Policy should be circulated to governors.</p>	KM	KM to circulate Policies

12	AOB: Safeguarding Policy: SC reported that the school's Safeguarding Policy which followed the Hackney Safeguarding Policy had been updated with the names of key personnel responsible for Safeguarding within the school. Governors should be aware of their responsibilities for safeguarding which are detailed on page 5 of the policy. It was agreed that governors should read the policy and direct any questions/queries to BH who would seek clarification when meeting with SC in the new year	SC	Governors to read policy and pass queries to BH.
	Dates of Future Meetings: Monday 14th March Monday 23rd May Monday 27th June		

(Signed) 
(Chair of Governing Body)

SIGNED:

Date: 7th March 2022

Chair person of the committee