

**LONDON BOROUGH OF TOWER HAMLETS**  
**GOVERNING BODY OF HARBINGER PRIMARY SCHOOL**

**MINUTES OF GOVERNING BODY MEETING**

<b>Date of Meeting</b>	8 <sup>th</sup> September 2022
<b>Venue</b>	Harbinger Primary School
<b>Chair</b>	Martin Young
<b>Clerk &amp; Minutes</b>	Angela Henry
<b>Time</b>	5:00 p.m.

**MEMBERSHIP:**

<b>Governor</b>	<b>Category</b>
Martin Young (Chair)*	Co-opted
Ben Brickley	Co-opted
Shantanu Deo*	Co-opted
Caroline Hurley*	Co-opted
Father Tom Pyke	Co-opted
Vaughn Pilikian*	Co-opted
<i>Vacancy (1)</i>	Co-opted
Rebecca Abrahams (Executive Headteacher) *	Staff (Head)
Eddie Miller	Staff
Srividya Srivathsan*	Local Authority
Kiran Rahman (Vice-Chair) *	Parent Governor
<i>Vacancy (2)</i>	Parent Governor

<b>Also In Attendance</b>	<b>Role/Title</b>
Jubeda Ahmed (SENCo)	Observer
Nimesha Nagahawatte (Head of School)	Observer
Lorraine Feyi-Shonubi	Observer
Angela Henry	Clerk

\* Denotes attendance

<b>NO.</b>	<b>ITEM</b>
1.	<b>Welcome, Apologies for Absence and Declaration of Pecuniary Interest</b>
	The Chair welcomed all to the meeting. Introductions were made.  Apologies for early departure were received from Rebecca Abrahams.  There were no declarations of interests made in relation to the agenda

2.	<p><b>Safeguarding Training led by Jubeda Ahmed (SENCO)</b></p>
	<p>Jubeda Ahmed, SENCO, delivered a presentation on safeguarding. She started the session by highlighting why Safeguarding is important and shared statistics from the NSPCC website (<a href="#">here</a>).</p> <p>In the last five years, there has been an average of 58 child deaths by assault or undetermined intent. On average there is at least one child death a week in the UK. Children under the age of one are the most likely age group to be killed by another person followed by 16-24 year olds. She highlighted that child homicides are commonly caused by the child’s parent or stepparent – it is often someone known to the child.</p> <p>Jubeda provided some other case studies relating to safeguarding including one that made it to the news and stated that it was one of many cases with only some making it to the news.</p> <p>It was highlighted that this child did not live in a rural area. The child had contact with different professionals during those months including school staff, hairdressers, medical staff, social workers as well as his grandmother. But the abuse was not picked up.</p> <p>Governors were informed that the Safeguarding overall aims do not change much as the issue remains relevant each year. Harbinger’s aim for this Safeguarding session was a culture of absolute vigilance as well as:</p> <ul style="list-style-type: none"> <li>• A robust policy framework that is lived by all staff and governors</li> <li>• Everyone’s eyes and ears open</li> <li>• To know the Safeguarding context</li> <li>• To know/Believe that it can happen here</li> <li>• To not think ‘what if I am wrong’ but instead think ‘What if I’m right’</li> </ul> <p>A key change in KCSIE 2022 related to governors and knowing their Safeguarding responsibilities. Father Tom was highlighted as the Safeguarding link governor but, there are specific responsibilities for all governors.</p> <p>An important duty that the GB fulfills is to ensure the school is creating a safe environment for pupils through robust safeguarding practices. This means:</p> <ul style="list-style-type: none"> <li>• protecting children from maltreatment</li> <li>• preventing the impairment of a child’s physical and mental development</li> <li>• ensuring children grow up with circumstances consistent with provision of safe and effective care</li> <li>• taking action to enable all children have the best outcome</li> </ul> <p>It was explained that the phrase child protection refers to the above processes followed to protect children who have been identified as at risk of suffering. A</p>

child is defined as a person under the age of 18.

In practice, the GB has safeguarding responsibilities to ensure the following:

- Adults and volunteers don't pose a risk to pupils
- Staff undertake training so they know how to respond to concerns and kept up to date with policies and practices
- Pupils are taught about staying safe and the school has an environment that pupils feel safe to talk to staff members about a worry or a problem

Harbinger following the KCSIE 2022 document requires all governors to have an enhanced DBS check. Some other staff may require a Section 128 check too.

Governors were reminded of the need for one member of the board to complete Safer recruitment training.

Other key points noted were as follows:

- The school has a designated safeguarding lead.
- Safer recruitment includes monitoring the Single Central Record (SCR) for applicants and completing pre-appointment checks.
- A recent change to KCSIE was the requirement for online checks for staff such as monitoring their presence on social media.
- Safeguarding training is not compulsory for the GB but is highly recommended for KCSIE 2022. The training session is delivered every autumn term to the GB.
- KCSIE is a statutory DfE guidance and is followed by the school. Governors are expected to read the document and ensure school policies, procedures and training are effective and compliant with the law as well as best suited for the school's need.
- The GB has 'Prevent duties' and fulfil this by having a Safeguarding governor (Father Tom Pyke) who additionally monitors the Single Central Record (SCR).

Child protection safeguarding is a very important policy but there are other policies of importance that relate to safeguarding that the GB should be aware of such as:

- Staff code of conduct
- Behavior policy
- Safer recruitment policy
- Whistle blowing policy

These policies were reviewed and updated with appropriate changes at least every year and reflected the needs of the individual school and community. In addition, these policies should be published on the school website and available to all.

It was highlighted to the GB that these policies in practice can be seen within the school. For example, when entering the school visitors are required to sign in and out.

A governor **asked** whether the school's Code of Conduct had been updated. Currently, the EHT is in the process of doing this and it would be shared once completed.

A governor **asked** who the designated safeguarding lead (DSL) for the school was and if there are any additional provisions for this. In answer, it was stated that Jubeda Ahmed, Harbinger's SENCO was also the DSL for the school. Furthermore, Harbinger had asked Tower Hamlets for additional support in this area, and this is being looked into.

A governor **asked** how the school would know these things work and whether there were any key performance indicators (KPIs) that can be provided to the GB. In response, it was explained that there are no KPIs as such, but progress is monitored for instance through SEN learning walks and members of staff are also available to answer questions like this for the GB. It was noted that there were processes in place, but it may be unclear or not known as embedded practice at the school.

In addition, the SENCO wrote a termly report highlighting SEN and safeguarding updates for the EHT with a breakdown of pupils referred to MASH, pupils on the vulnerable list, families on Early Help etc. It was agreed that comparing the figures in these reports may show progress. For example, if the number of children on the vulnerable list or referred reduces this may be an indicator that the processes the school had in place is beneficial. It was also reported that the local authority conducts safeguarding audits and reports findings to the governors.

Moving on, the SENCO explained that Child abuse is maltreatment of the child. Someone may abuse or neglect a child by inflicting harm or failing to act to preventing harm. Harm can include ill treatment that is non-physical as well as witnessing ill treatment of others.

The four types of child abuse highlighted were:

- Neglect
- Physical
- Sexual
- Emotional

In the past, a child witnessing abuse was not included but this has changed. The SENCO highlighted some of the changes in the policy compared to the previous year.

Another change to KCSIE 2022 was to replace the term 'peer on peer' to 'child on child' abuse. It was **highlighted** that all staff should be aware that this can happen inside and outside of the school as well as online. This type of abuse

can include (but not limited to):

- Bullying
- Abuse in intimate person relationships between children
- Physical abuse such as hitting, biting, kicking and hair pulling
- Sexual violence
- Online violence

It was **highlighted** that staff should be vigilant and aware of indicators of Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE). Some indicators of this are:

- Multiple phones and overly anxious to check their phones
- Changes in behavior such as being agitated
- Leaving school at lunchtime
- Older boyfriend or girlfriend
- Pregnancy or STIs
- Gifts or new possessions
- Children associating with other young people involved in exploitation
- Changes in emotional wellbeing
- Attendance issues such as lateness or missing class

The Rights of the Child section of KCSIE 2022 is another important area highlighted. Harbinger upholds the rights of the child in accordance with the Human Rights Act 1998. The school has embedded the convention across all its safeguarding policies.

The recent UK case was mentioned where a child was strip searched by police while at school on suspicion of carrying cannabis without a parent present. The 15 year old child was in the school's care and on the premises. No drugs were found on the child and later the four officers involved were investigated by the Metropolitan police.

It was noted that the school was aware that children from ethnic groups are at risk as their vulnerability as a child may be reduced or set aside due to racial stereotyping or bias impacting professional judgement. All staff should share in the whole school's commitment to ensure equity, diversity and inclusion remain at the center of Harbinger's safeguarding culture, so all children receive care, support, and protection. The school will be working closely with the Local Authority in this area.

It was **highlighted** that the need for an 'Appropriate Adult' when officers visit the school has been a statutory requirement, but KCSIE has reiterated this. When a social worker, police officer or another professional visits the school to meet with a child as part of a statutory investigation or other work – the ultimate safeguarding responsibility remains with the school. An appropriate adult must be present in accordance with the Police and Criminal Evidence (PACE) Act 1984 Code C in these circumstances.

It was **stressed** that Harbinger ensures a member of staff is present in these circumstances. The member of staff can be the pupil's class teacher, a nursery nurse or the SENCo. It was mentioned that there may be some push back regarding their presence but as a statutory duty, their presence is required.

A governor **asked** whether the appropriate adult needed to be a parent. It was confirmed that this was in the absence of a parent, so the responsibility falls on the school.

The governors discussed the 'Prevent Duty'. Similar to protecting children from other forms of abuse and harm, the school also has a duty to protect children from radicalisation and extremism. Extremism is the vocal or active opposition to fundamental values including democracy, rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. Radicalisation refers to the process by which a person supports terrorism and ideologies associated with terrorist groups.

There is no single way to identifying if a child is likely to be susceptible to terrorist ideology. Similarly, radicalisation can occur through many different methods such as the internet, social media, or home settings. Prevention training in this area happens every two years within the school. Harbinger staff last had the training in November 2020, so a session is due this term.

It was **highlighted** that Prevent referrals are made through the same referral channels as any safeguarding referrals.

The governors moved on to discuss the 'Voice of a child' and it was **noted** that it takes great courage for a child to speak out about abuse especially sexual abuse.

Sexual abuse can have an impact on every area of a child's development and can also lead to mental health concerns such as depression, anxiety, and trauma. The signs of this type of abuse can present in various ways such as:

- Internalising or withdrawing
- Grief, Anxiety or fear
- Disrupted interpersonal relationships
- Difficulty with boundaries or regulating emotions
- Becoming abusive to others

A child may not be capable or know how to explain to an adult that they are being abused, neglected or exploited. With reporting abuse, Harbinger understood that there may be barriers such as not knowing how to report as well as the impact of disclosing. Some ways that Harbinger aids their voice is by doing the following:

- A reflection area with a worry box that pupils can post notes
- The headteacher and SENCO operate an 'open door' policy to invite pupils to enter

- The website has a box so children can report a concern
- Regular circle time and PHE sessions
- Staff remaining in class during breaks
- 5 trained Mental Health first aiders
- School based learning mentor

The SENCo stated that Harbinger had procedures in place to support a child during and after disclosure to let them know staff are here to listen and take them seriously. When a child makes a disclosure, the staff member must record the date and time as well as evidence of any already visible marks. Comments must also be recorded using the child's wording but don't probe, interrogate, judge or promise to keep a secret. The disclosure is recorded on a form that must be physically handed to the DSL. The form is then forwarded to Child Social Care.

A governor **asked** if the DSL attach the form to CPOMS. Information from the disclosure form is added to both the Multi-Agency Safeguarding Hub (MASH) and the safeguarding software for schools (CPOMS). CPOMS is a secure platform to hold sensitive information in one place.

A governor **highlighted** the need for information to be passed on in a timely manner for reporting situations like this. The SENCO confirmed that with the systems, they are aware of the situation and are notified of updates even when not on site.

A governor **asked** for a timeframe for when a disclosure is made to when it is reported. There was no definitive timescale but as soon as physically possible within reason. For example, Harbinger would not expect the teacher to leave the child unattended after a disclosure to hand in the form. In addition, the school respects the child's right to privacy so the note would be handed in by the teacher and not another member of staff.

It was **noted** that all staff are trained and prepared to identify children or families that can benefit from 'Early Help'. This is to provide early intervention help or support as soon as possible when a problem emerges and at any time in the child's life. All children may benefit from early help at some point in their childhood, but some children may benefit from it more than others.

It was **highlighted** to the governors that Jubeda Ahmed is the designated safeguarding Lead (DSL), Nimesha Nagahawatte and Rebecca Abrahams are both deputies.

Jubeda Ahmed presented the key changes to the Keeping Children Safe in Education (KCSIE 2022) guidance.

After the presentation, Governors were given a short quiz to test their knowledge.

Governors thanked Jubeda Ahmed for her presentation.

3.	<b>Policies</b>
	<p>The following safeguarding policies will be circulated for the board's review:</p> <ul style="list-style-type: none"> <li>• Harbinger Safeguarding &amp; Child Protection Policy</li> <li>• Intimate Care Policy</li> <li>• Safeguarding Visiting Speakers' Policy</li> </ul> <p>Resolved to refer the above policies to the next Governor Body meeting for approval.</p> <p><b>Action: Clerk</b></p>
4.	<b>Date Of Next Meeting</b>
	Thursday 18 <sup>th</sup> November 2021 at 5:00 p.m.
5.	<b>Any Other Business</b>
	<p>A governor requested a different date for the first Curriculum &amp; Standards Committee meeting of the term to enable her to attend.</p> <p><b>Resolved</b> for Clerk to reschedule this meeting.</p>
6.	<b>In honour of the Monarch's Passing</b>
	<p>During the meeting, the sad news of Queen Elizabeth's passing was announced.</p> <p>In honour of her achievements and passing, the GB held a minute silence.</p>

There being nothing further to discuss, the Chair closed the meeting at 7:00 p.m.

Chair's signature: ..... Date: .....