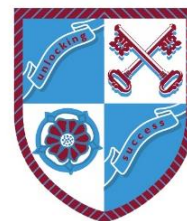


Warblington  
School

**Meeting Minutes  
from a  
Full Governing Body Meeting  
Tuesday 9<sup>th</sup> January 2024**



Warblington  
School

Date	Start Time	End Time
9 <sup>th</sup> January 2024	5:10pm	5:45pm
Present	Apologies for Absence	In Attendance
Colin Swettenham( <b>Chair of Governors</b> )	Cher Jeffery	Gemma Harvey ( <i>LA Clerk</i> )
Mike Hartnell ( <b>Headteacher</b> )	Stephan Muller	Fran Lansley
Andrew Chapman	Mark Goult	Jane Fletcher
Kelly Duncan	Jane Burrows	Cara Gregory
David James		
Alec Payne		
Chris Pengelly		
Vanessa West		
Michelle Dennis		
		<b>Absent</b>

Item	Subject	Action Lead
1.	<b>Welcome and apologies for absence</b> Apologies were accepted from Cher, Mark, Jane and Stephan.	
2.	<b>Declaration of conflict/interest</b> There were no declarations of pecuniary interest relating to items on the agenda.	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

3.	<p><b>Review minutes of meeting held 5<sup>th</sup> December 2023</b></p> <p>The minutes of the FGB meeting had been previously circulated.</p> <p>Governors agreed that the minutes were a true and accurate record of the meeting.</p>	
4.	<p><b>Actions from above meeting</b></p> <ul style="list-style-type: none"> <li>- Share the PowerPoint with notes on the Governor site of the safeguarding training. CLOSED</li> </ul> <p><b>Actions from earlier meetings:</b></p> <ul style="list-style-type: none"> <li>- Review if any Governor training or courses have been booked/attended, training. ONGOING</li> <li>- Review the training list sent by the training Governor . ONGOING</li> <li>- All Governors to make contact with their subject lead in school by the January FGB. Most Governors have met their subject leads and will next meet after the half term to discuss PPE results. ONGOING</li> </ul>	
5.	<p><b>Presentation by Carl Knight - Filtering and Monitoring</b></p> <ul style="list-style-type: none"> <li>- There are two systems in school, Senso is for classroom monitoring and Netsweeper is for filtering.</li> <li>- DfE standards say there should be safety on site using school devices, we feel we are meeting and managing this well but there are areas which can be improved.</li> <li>- Having the correct filtering system ensures the majority of internet traffic is checked and this is down to the computer being used.</li> <li>- Software is installed on the device to ensure content is age rated.</li> <li>- Staff also have various levels assigned to them as various key stages will require access for example during enrichment sessions.</li> <li>- Monitoring will actively monitor students devices using the guest network and they accept terms and conditions to allow the monitoring to take place.</li> <li>- Staff can watch screens of the users and the teacher can view student use of a class,</li> <li>- Netsweeper manages the activity and staff may temporarily change the filters providing a fast response to access resources.</li> <li>- This can take place by class groups, per room or individual learners.</li> <li>- AI is used for the monitoring and real time reports are produced two or three minutes after the access breach.</li> <li>- There are daily reports for staff and student usage.</li> <li>- Senso will give staff control of their class and they can monitor the chat and Teams functions and now sync monitoring.</li> <li>- For the safeguarding of staff and students, the monitoring of laptops taken off site by vulnerable students is monitored by the same system</li> </ul>	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

	<p>as used in school, remote access can also be gained by school staff if it was required.</p> <ul style="list-style-type: none"> <li>- Logging and blocking reports are prompted by the violation of key word triggers, and these can be deep-dived into including school being able to add keywords.</li> <li>- SWGfl is used as a referral unit and for resources when appropriate.</li> <li>- If an incident is raised in school the teacher will see an alert.</li> <li>- There is a daily deep dive to review the previous day alerts and reports.</li> <li>- Teams when monitored for staff and students can also stop a chat if necessary.</li> <li>- The next step is for a policy to show active monitoring takes place and the leadership team and Governors hold responsibility, the key areas of monitoring are already covered in the acceptable use policy.</li> </ul> <p>Q – Does this take a lot of time each day?</p> <p>A – AI will allow or deny, then web filters will categorise when delivered, this also includes staff emails which will also need to be added to the policy.</p> <ul style="list-style-type: none"> <li>- There are examples of false positives which are reported to staff.</li> <li>- Classcharts communications is not monitored but if used on a school device this will be monitored this way.</li> </ul> <p>Q – Can you access that system?</p> <p>A – Yes if required.</p> <ul style="list-style-type: none"> <li>- Staff searches could lead to disciplinary procedures and investigations if their use have not been appropriate.</li> <li>- A consequence for a student could result in confiscation of their laptop.</li> </ul> <p>Q – Do safeguarding processes in school show how to raise a concern over use?</p> <p>A – Yes and the network manager being a DSL is an advantage, concerns can be discussed within the Havant federation group and our school is ahead with this. Students know filtering and monitoring takes place and understand concerns will be looked into as part of safeguarding.</p> <p>Q – Does this remove the student wanting to report concerns for fear of being flagged?</p> <p>A – They know it will only be the safeguarding team who are aware and understand it is part of monitoring.</p> <p>Q – How can parents control devices when at home?</p> <p>A – We will add this to future newsletters and it would also be a benefit to work with primary feeder schools to develop their knowledge.</p> <p>Q – Could Netsweeper be provided per pupil?</p>	
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Signed: \_\_\_\_\_

Date: \_\_\_\_\_

	A - This would have to be part of the network contract.	
<b>6.</b>	<b>Future events</b> The school calendar is available online	
<b>7.</b>	<b>Next meeting</b> FGB 6 <sup>th</sup> February 2024 <u>Provisional agenda</u> Head of subject proforma.	
<b>8.</b>	<b>Effective Governance</b> <i>What have we done in this meeting that shows effective governance and improved outcomes for our pupils?</i>  1. Strategic leadership: <i>Agenda Items: 3, 4, 5,7 ,9</i> 2. Accountability: <i>Agenda Items: 3, 4, 5, 7, 9</i> 3. People: <i>Agenda Items: 3, 4, 5, 6, 9</i> 4. Structures: <i>Agenda Items: 3, 4, 5, 6, 9</i> 5. Compliance: <i>Agenda Items: 3, 4, 5, 6, 7, 9</i> 6. Evaluation: <i>Agenda Items: 5, 10</i>	
<b>9.</b>	<b>Close</b> The Chair of Governors closed the meeting at 5.45pm	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## Effective governance

Effective governance is based on six key features:

1. **Strategic leadership** that sets and champions vision, ethos and strategy.
2. **Accountability** that drives up educational standards and financial performance.
3. **People** with the right skills, experience, qualities and capacity.
4. **Structures** that reinforce clearly defined roles and responsibilities
5. **Compliance** with statutory and contractual requirements.
6. **Evaluation** to monitor and improve the quality and impact of governance.



Signed: \_\_\_\_\_

Date: \_\_\_\_\_