

Membership of the Personnel and Salary Committee:			
Chris Snape	Head	Jane Ainscow	JA
Peter Smith	PS	Frank Newton	FN
Andy Thomas	AT	Jill Foster	JF

Personnel and Salaries Committee 18.01.23

..... CHAIR

	<p>HLTA and other staff. CHALLENGE: JA asked if CS was going to close individual classes, which CS did not know if he would have too yet, however, his preference was not too.</p> <p>CHALLENGE: FN asked if non NEU members could be used to cover the classes, which CS stated he was discussing this with the local NEU representative.</p> <p>Thanks were shared to CS for his verbal report.</p>	<p>CHALLENGE</p> <p>CHALLENGE</p>
4.	Chair's Report	
4.1	Nothing to report	
5.	Staff Wellbeing	
5.1	CS informed the committee that the inset day in January was based around the vision and values of Thorndown. CS intends to work with staff, governors and parents to create a written vision and value reflecting the ethos of the school.	
5.2	CS and SBM has been discussing, with regard to building the budget, if staff can be offered wellbeing initiatives. CS was keen to offer support to those staff who are dealing with 1 to 1 pupils.	
5.3	CS has started to meet staff in a 1 to 1 to discuss individual professional and personal development. CS raised to the committee that prior to OFSTED the ethos of the school was to make changes and implement them quickly, however, CS attitude is that the staff now have time to reflect on initiatives before actioning especially with regards to the curriculum. CS was keen to use the talent already in school before making changes.	
5.4	CHALLENGE: AT asked that if there are any initiatives that RT brought in that CS intends to continue with. CS raised that initiative regarding emails would continue. CS will continue with the current wellbeing initiatives and work out what needs changing. CS is aware that different people require different support and initiative so he intends to work out what is best for each individual and how best to support staff.	CHALLENGE
6.	Policies	
6.1	Pay: This has already been to the committee and amendments made. There was still some discussion regarding the format of the pay review committee and how this should be referenced in the policy. After a discussion, which all governors contributed too, it was agreed that Appendix B would make reference to the P&S committee acting as the Pay panel. The committee decided that there are enough governors who are not members of the committee who could attend an appeal panel should it be required. It was noted that the committee preferred the detailed anonymised report provided by RT and CS agreed to use this format going forward to ensure that the committee are fully informed of the staff performance management and pay awards prior to making the decisions. It was suggested that a bullet point was amended to reflect that the budget agreement	

	is delegated to F&P and that the Heads performance is a separate body. DECISION: The committee agreed this policy.	DECISION
6.2	Data protection: There was a discussion over what data was kept by school in regard to the list included in the policy. CHALLENGE: JA raised that there is no governor data protection officer and that this should be amended to the ICT service data protection officer. DECISION: The committee agreed this policy.	CHALLENGE DECISION
6.3	Data breach: There was no change to this, other than the name change of the Headteacher. CHALLENGE: AT asked how long data is kept following a breach, which CS would find out and report back to AT. Head change, no other changes. DECISION: The committee agreed this policy.	CHALLENGE DECISION
6.4	Data retention schedule: There was a discussion regarding how schools closures affect transfer of data. DECISION: The committee agreed this policy.	DECISION
7.	Any other business	
7.1	FN gave an update on the meeting he has attended in school and reassured the committee that staff were positive about the school going forward.	
8.	Summary of impact on standards and progress	
8.1	The committee agreed that the meeting has achieved the following to drive standards and increase progress: <ul style="list-style-type: none"> The Head informed the committee of the initiatives in place for staff wellbeing and how these are being tailored for individual staff as well as linking to curriculum progress. 	
9.	Tour of the school	
9.1	The governors went for a tour of the school following the close of the meeting.	

Meeting closed at 10:39