

**SOUTH HARRINGAY SCHOOL
FOR THE VIRTUAL
MEETING OF THE FEDERATED GOVERNING BODY
ON 09 DECEMBER 2021 AT 6PM
PUBLIC MINUTES**



Staff (2)

- Ian Scotchbrook (Headteacher)
- Kelli Arnold 01-010-24

Parent (2)

- Grace Wasyluk 15-01-24
- Tom Luff (30.11.25)

LA (1)

- Peter Snow 15-05-23

Co-opted (8)

- Karen Tate 07-07-24 (Chair)
- Keith Pullinger 07-07-24 (Vice-Chair)
- Naveed Kazmi 07-07-24
- Michael Taylor 07-07-24
- Neil Reily 11-03-22
- Isabel Garrood 10.07.22
- Martha Young 19.09.25
- Vacancy
- *Denotes absence

Also present

Lineth Hypolite-Lett (Locum Clerk)

1. WELCOME /INTRODUCTIONS AND APOLOGIES FOR ABSENCE

- 1.1 The chair welcomed those present to the meeting.
- 1.2 An apology for absence was received from the respective clerk, Corinne David.
- 1.3 Governors welcomed Tom Luff to his first full GB meeting as a newly elected parent governor.

2. DECLARATIONS OF INTEREST, PECUNIARY INTEREST OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA

2.1 Register of Interests Forms

Tom Luff and Martha Young **AGREED**: to access and complete a register of interest pro forma online.

ACTION Martha Young / Tom Luff

2.2 Governors' Code of Conduct.

New parent governor to complete the code of conduct.

ACTION Tom Luff

- 2.3 Governors to declare any interests they have in any of the following agenda items. There were no such declarations.

3. PUBLIC MINUTES OF THE PREVIOUS FULL GOVERNING BODY MEETING

- 3.1 Minutes of the previous full Governing Body meeting held on 20 September 2021 were **AGREED** and **RATIFIED** by the GB as an accurate record.

3.2 Matters arising

[4.2, b]: Peter Snow was omitted from the Curriculum and Community committee.

ACTION Clerk to amend the minutes

4. GOVERNING BODY MEMBERSHIP

- 4.1 The chair indicated that she would contact Brenda Bruno (HEP) for support with filling the co-opted vacancy. The GB **AGREED** to address diversity in the membership more fully. With this in view, someone from the Turkish community will be sought.
ACTION Chair to liaise with HEP for support to appoint a co-opted member from the Turkish community

5. REPORTS FROM COMMITTEES

- 5.1 Committee Term of Reference (ToR)
The chair confirmed that ToRs for both Committees were approved and signed off at committee level. Those documents were **RATIFIED** by the GB.

5.2 Resource Committee Report

- 5.2.1 The chair of the Resource Committee summarised the key points of a meeting of a Resource Committee meeting held on 18 October 2021 (*circulated in advance of today's meeting*) as follows:
- a) Michael Taylor was elected as chair to the Committee.
 - b) Despite a deficit budget, the overall financial position remains healthy.
 - c) The Scheme of Delegation approved the Committee was recommended to the full GB for ratification at today's meeting. The GB **RATIFIED** the Scheme of Delegation.
 - d) The Headteacher reported that the SBM secured the local authority's (LA) commitment to replacing 2 new boilers. The GB noted however, that there were still technical issues in terms of the boilers effectively pumping heat fully around the building. It was hoped that this issue would soon be remedied.
 - e) The LA have committed to replacing windows throughout the site. However, it was unlikely that all the windows would be replaced on time. It was noted that the school was advised to make a statement of preference of materials. The Headteacher indicated having timber wherever possible and aluminium as a second preference as opposed to installing PVC. The GB further noted that a decision should be received around April/May for the project to go ahead. Governors were made aware that the project would be ongoing.
Q: Having all timber, was this down to cost as to why it was agreed?
A: Yes. Three options came in because of the cost.
- 5.2.2 The GB noted the total projected income, expenditure, capital, and year-end balance as follows:
- Total projected income stood at: £3,053,675
 - Total projected expenditure stood at: £3,241,314
 - Total projected capital income stood at: £12,804
 - Total projected capital expenditure stood at: £28,726
 - Projected in year deficit balance stood at: £-193,561
 - End of year balance from 2020/2021 stood at: £549,399
 - Projected 2021/22 year-end balance stood at: £355,839
- 5.2.3 The budget was **RATIFIED** by the GB.
- 5.2.4 The SFVS was **ADOPTED** by the GB

- 5.2.5 The chair suggested delegating a review of the Best Value Statement and the Scheme for Financing Schools to the next Resources Committee meeting for approval. This was **AGREED** by the GB.

ACTION Best Value Statement / Scheme for Financing Schools / Office Manual to be dealt with by the Resource Committee

5.3 Children and Curriculum Committee

- 5.3.1 The chair of the Children and Curriculum Committee summarised the key points of a meeting of a meeting held on 10th November 2021 (*circulated in advance of today's meeting*) as follows:

- a) Isobel Garrood was appointed as chair.
- b) In relation to pupil data, as there were no SATs papers, internal assessments will be discussed at the next Committee meeting.
- c) The Committee discussed what an Ofsted inspection might look like. The Committee found those discussions useful in terms specific areas being focussed on in schools.
- d) It was noted that pupil numbers had dipped across Haringey schools mainly in Years 5 and 6. However, the school had not been approached by the LA to reduce its PAN.
- e) Pupil Attendance Overall attendance was mainly good although there were some classes noted whereby numbers had dropped due to specific incidences. It was noted that those families were referred to the EWO.
- f) New Arrivals Eleven new pupils had joined the school since September of which 6 children have EAL.
- g) SEND Sixty children were identified with SEND. It was noted that 12 children were being supported by an EHCP whilst 4 children were awaiting the outcome of an EHCP application.
- h) Safeguarding The CoG continues to meet regularly with the school for safeguarding discussions.
- i) School Improvement Plan (SIP) The Committee undertook a review of the 2021/22 SIP to identify priorities within the Committee's remit.

6. CHAIRS ITEMS

There were no chair items for discussion.

6.1 GB Ofsted readiness

- 6.1.1 The chair indicated that she intends to speak with Fran Hargrove next week to set up a meeting. She requested that the Ofsted Working Party (OWP) be prepared to meet with Fran in the first week of January for a discussion. Following a discussion, it was **AGREED** that the Ofsted Working meet virtually on 12th January at 6:00pm. It was noted that clerking for this meeting would not be necessary.

ACTION Chair to circulate a zoom meeting link to members of the OWP

7. HEADTEACHERS ITEMS

- 7.1 The Headteacher's report was circulated and received by governors in advance of today's meeting.

7.2 School Improvement Plan 2021-2022

The Headteacher took governors through an executive summary of targets from the SIP.

Section 1: The Quality of Education

1. *Ensure that in all areas of the curriculum, all children with articulate their thinking and responses in full sentences utilising the key vocabulary.*

- a) Both the Headteacher and Kelli Arnold are leading on this area. Ms Arnold led 2 staff meetings that were of high quality and well received by teachers.
- b) The children are using highlighted techniques that support their reflective learning. A more detailed analysis of the impact of such particular techniques will follow.

2. *To ensure the HEP curriculum History, Geography and science continues to roll out effectively in years 2-6 further strengthening the sequences of knowledge the children acquire and display in their outcomes.*

- a) The school has started to roll out the HEP curriculum in Religious Education to ensure SHS is building on strengths and sequence of knowledge.
- b) It was noted that the HEP curriculum was being embedded in Year 3 and has been rolled in the last 3 years. Some teachers are now leading on how to deliver that curriculum that feeds into key target 1 in terms of Pedagogy.
- c) The HEP curriculum has also been successful in Year 4 and has commenced in Year 5. As resources for HEP is still being created, the curriculum has not yet been implemented in Year 6. However, the school is currently using an available resource tailor made for that cohort.
- d) The HEP curriculum has begun to flourish in KS1. During the summer term, Year 2 pupils will be completing 2 history units developed by HEP that will support their transition into Year 3.
- e) Science has commenced in Year 3 and proving to be successful. Year 4 have some resources in place although, some aspects of the curriculum is still awaited from HEP.
- f) By the start of the next academic year, the HEP curriculum should be fully implemented in Years 3, 4 and 5.
- g) The outcome of Ofsted showed how successful the curriculum is working overall.

Q: In terms of the school rebuilding the curriculum, does this make it easier to spot gaps?

A: Yes, it does. The HEP curriculum is enabling the school to inadvertently addressing those gaps moving forward.

Section 2: Behaviour and Attitudes (of children and staff)

1. *All children will make a contribution to a charitable organisation via their year group/class*

- a) The main drive has been to use the School Council that has been reinstated. They have met and will be driving forward a charity foodbank as well as organising and being involved in other charitable activities.

Q: What is the composition of the School Council?

A: There are 2 representatives from each class from Years 3 to 6. The school will look at including KS1. In the past KS1 did not fully understand the concept. However, the school plans to use other methods to ensure the voice of those children will be included.

2. *Children and staff will show respect for each other by talking to each other in full sentences*

a) It was noted that work on this area will commence next term.

Section 3: Personal Development

1. *To develop a coherent sequence of work round our values and growth mindsets evident in P4C sessions and circle time.*

a) This section was carried over from last year as it could not effectively be worked on due to the pandemic.

b) Ayse is mentoring a newly appointed teacher to lead on PHSE.

Section 4: Leadership and Management

1. *For teaching staff to achieve a greater level of autonomous professional development through a new system of performance appraisal*

a) A discussion had taken place around performance appraisal, and it was felt that teachers did not have targets that were feeding into their professional development. The school, therefore, revamped its performance system to develop teachers and leaders within the school.

b) Each teacher has their own bespoke targets linked to teaching and learning as well as being linked to the SIP. It was noted that all teachers gave feedback to suggest that the new method of appraisal was embraced as it gave them a much clearer vision into their own development and expectations.

Q: How often are those appraisals conducted?

A: Teachers are appraised once a year with regular ten minutes check ins. The appraisals are developed to support staff

Q: Were all the teachers briefed on the new process at the same time?

A: A staff inset was carried out just after the first summer half term. Staff were provided with the necessary documents. The onus is on teachers to be in control of their own development.

Q: Is there a way for governors to review the framework?

A: An anonymised document for pay progression can be circulated to governors.

2. *To achieve greater consistency in the most effective pedagogical approaches across the school through instructional coaching approach.*

a) The grading approach to coaching was currently overlapping. The school is ensuring the children are articulating in full sentences.

Section 5: Early Years Foundation Stage

1. *To revise the Early Years curriculum map and ensure that knowledge and skill are sequenced coherently and to ensure that prior learning for Year one is detailed in the whole school curriculum map.*

a) This area is in a developmental process stage. More in-depth work is being planned to ensure the EYFS new curriculum ties in with the school's high expectations of the national curriculum.

2. *To trial a new online system (Tapestry) of mapping a recording children's progress and attainment within the Early Years and evaluate its effectiveness*

Tapestry, a new programme is currently being trialled in one class. The program is an online platform whereby children's work and achievements are

captured live. The program will be evaluated with a view to launching it across the EYFS.

Q: Is it proving to be a greater workload for teachers?

A: It is the opposite. It is lessening the workload of the staff. Staff have very much embraced this method.

Q: How has this been communicated to parents and those who do not have good quality access to Wi-Fi?

A: We have a contingency plan of providing devices to parents and support to parents that are new to technology or have EAL. We still have a large bank of devices to give to some of our most vulnerable families.

Q: How long can you store this information for?

A: At the end of the year, parents can be sent a CPS to download their child's learning file that can be downloaded at home and created into a book.

Q: Is this only going to be for the EYFS, or can it be rolled out across the school?

A: At this stage it is only Early Years.

Q: In terms of potential safeguarding implications, has this been considered?

A: All parents sign a consent form in line with the E-Safety policy.

7.2 Covid-19 update

7.2.1 Governors noted that several classes were subject to the covid 19 outbreak plan in both KS1 and 2.

7.2.2 The school considered government guidance in relation to the wearing masks in communal areas for all schools. However, it was not deemed feasible in terms of how the school works as well as how the children interact.

8. POLICIES

8.1 ECT Policy

The ECT policy was circulated to governors in advance of today's meeting

The GB **AGREED** to **ADOPT** the ECT policy

9. GOVERNORS' VISITS / TRAINING

9.1 Governors' Visits

9.1.1 The chair met with the Headteacher for a safeguarding visit. She provided an update to governors on her visit.

9.1.2 Isabel Garrood provided an update to governors on her first meeting with the new Senco.

ACTION Isabel Garrood to complete a record of her visit and upload onto the Hub

9.2 Governors' Training

9.2.1 The chair indicated that she had undertaken Safeguarding training. Isabel Garrood attended a termly SEND training.

10. DATE AND TIME FOR THE NEXT MEETINGS FOR SPRING 2022 / ANY OTHER BUSINESS

10.1 Dates for the next cycle of GB and Committee meetings were confirmed as:

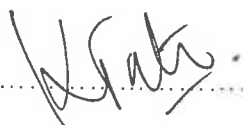
- Full GB: Thursday 17th March 2022 at 6pm
- Resources: Monday 24 January 2022 at 4:30pm - Virtual.
- Children and Curriculum: Wednesday 2 March 2022 at 6pm - Virtual.

The Chair thanked everyone for attending.

Staff members, Kelli Arnold and Neil Reilly left at this point of the meeting.

Part 1 of the meeting ended at 7.18pm

Sign:



Date:

25/3/22

Karen Tate, Chair of Governors

AGREED ACTIONS FROM THE MINUTES 09 DECEMBER 2021

Item	Action	Name
2.1	Register of Business Interest pro forma to be completed	Martha & Tom
2.2	Code of Conduct pro forma to be completed	Tom
3.2	Peter Snow to be included as member of the C&C Committee	Clerk
4.1	Liaise with HEP for support to appoint to co-opted vacancy	Karen
5.2.5	Best Value Statement / Scheme for Financing Schools / Office Manual to be dealt with by the Resource Committee	Resource Cttee
6.1.1	Ofsted Readiness - Zoom meeting link to be sent to OWP	Karen
9.1.2	SEND school visit record to be completed and uploaded onto the Hub	Isabel

