

**SOUTH HARRINGAY SCHOOL
MEETING OF THE FEDERATED GOVERNING BODY
ON 13 MARCH, 2024 AT 2PM
PUBLIC MINUTES**



Staff (2)

Ian Scotchbrook (Headteacher)
Kelli Arnold 01-10-24

Parent (2)

Tom Luff 30-11-25
Adrian Smith 18-02-28

LA (1)

Keith Pullinger(Vice-Chair) 19-09-27

Co-opted (8)

Karen Tate 07-07-24 (Chair)
*Naveed Kazmi 07-07-24
Melanie Ahmend 13-05-26
Alice Hansen 22-03-27
Victoria Segal 17-05-27
Grace Wasyluk 12-12-27
Tom Carter 12-12-27
Max Tobias 12-12-27

*Denotes absence

Also present

Corinne David (Clerk)

- 1. WELCOME /INTRODUCTIONS AND APOLOGIES FOR ABSENCE**
 - 1.1 The Chair welcomed everyone to the meeting.
 - 1.2 Apologies for absence were received from Naveed Kazmi.
 - 1.3 The Clerk confirmed the meeting was quorate.
- 2. DECLARATIONS OF INTEREST, PECUNIARY INTEREST OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA**
 - 2.1 No declaration of interest were made in respect of any of the agenda items.
- 3. GOVERNORS IN SCHOOL DAY**
 - 3.1 Governors provided an overview of their experiences during the Governors in school day.
 - a) Adrian Smith: It was good seeing practice what had been presented at Governor meetings; the structure of the lesson, the children engaged and interested in learning.
 - b) Max Tobias: The behaviour of the children was excellent. The contribution from the children during the lessons, with the way the teachers interact bring them into groups and working with them is amazing.
 - c) Grace Wasyluk: The comments and feedback from Year 4 pupils was amazing, talking in full sentences and provided a snap shot of the school. All the children felt safe at the school.
 - d) Tom Carter: Sat in an open world class, the material and interest in subject was strong, with the children interested in learning.
 - e) Alice Hansen: Saw phonics across 6 classrooms. There was consistency in teaching, very structured and keeping children on track.
 - f) Keith Pullinger: Had a walkthrough in science, very good teaching and learning. The school dinner was very good.
 - g) Victoria Segal: The respect children had towards each other and their teachers was excellent. Saw Phonics and Open worlds in place, which were both very well taught.
 - h) Tom Luff: Pupil voice, children were very engaged and heart felt throughout all their responses.
 - i) Karen Tate: Thanked the schools for putting on a great day for all the Governors. Saw the vision and value of the school in practice. All the children

were very polite. Everyone felt safe and were expressed what lessons they liked. The way the service was run at lunch was really good. Brilliant behaviour of the children at the infant site. Saw the sensory room being used. There was a sense of welcoming. There was great enthusiasm from the children with their writing successes.

- 3.2 All governors provided their thanks to the school, children and teachers for their work and allowing them into their classes. The Chair reminded all Governor to write up their visit and upload it onto Governor hub.

ACTION Governors to write up their visit and up load onto Governor Hub.

4. **GOVERNING BODY MEMBERSHIP**

- 4.1 The Clerk noted that all the positions on the GB was full.

- 4.1.1 The Clerk noted that Karen Tate and Naveed Kazmi term of office were conculding on 7 July 2024.

4.2 Link Governor positions for new Governors.

New Governors **AGREED** to undertake the following positions for the remainder of the school year:

- Max Tobias PE
- Tom Carter PSHE
- Tom Carter IT
- Adrian Smith MFL

5. **PUBLIC MINUTES OF THE PREVIOUS FULL GOVERNING BODY MEETING**

- 5.1 The minutes of the full GB meeting held on 13 December 2023 were **AGREED** and **RATIFIED** as a correct record. Matters arising.

ACTION Chair to sign a copy of the minutes at the next Full GB meeting.

5.2 Matters arising

- 5.2.1 Item 4.3 School to undertake a parent governor election in the New Year.
Action completed.

- 5.2.2 Item 8.2 C&C committee to ensure the positive relationship policy reflect the behaviour principles.
This will be completed at the next C&C Committee meeting.

- 5.2.3 Item 9.1.2 Updated list of link governors positions to be uploaded onto Governor Hub.
Action completed.

- 5.2.4 Item 9.2 School to send out reminders to those governors who were yet to complete the NSPCC training.
Noted that the following governors were to complete the online training: Alice Hansen, Tom Luff and Naveed Kazmi. Further noted that new Governors were required to complete the training.

ACTION School to issue will receive a link for New Governors to complete the NSPCC training.

6. REPORTS FROM COMMITTEES

6.1 Resource Committee

The GB noted receipt of the minutes from the Resource Committee held on 29 January 2024. Keith Pullinger, as Chair of the Committee provided an update from the meeting. The highlights were:

- a) A financial update was provided; the overall surplus was noted.
- b) An update on the catering position was provided.
- c) An update on the LA window's project was provided. The LA has confirmed the commencement of the project. The project team are in discussions with the school regarding the phasing of the project to keep disruptions to a minimum.
- d) The school received a Health and Safety visit on 27 November 2023. Details were provided.

6.1.1 To receive and approve the catering contract proposal.

The school had met with Chefs in Schools; the company who support schools to bring their catering in house. The Resource Committee had provided email approval to advance the process with Chefs in Schools noting it was the school's preferred catering provider. Noted that Chefs in School had been undertaking an audit at SHS and reviewing options to TUPE staff over. Keith Pullinger formally proposed that Chefs in Schools was appointed to provide catering to SHS.

AGREED The GB APPROVED the appointment of Chefs in Schools.

6.1.2 SFVS.

The Chair will review the SFVS and take Chairs actions to allow submission by 31 March 2024 deadline. The GB will receive the document at the next meeting for review and ratification.

6.2 Curriculum & Community Committee

The GB noted receipt of the minutes from the Curriculum & Community Committee held on 28 February 2024. Grace Wasyluk, as Chair of the Committee provided an update from the meeting. The highlights were:

- a) The Committee received the Infant and Junior school's ISDR
- b) The Headteacher's report which detailed the school roll, pupil attendance, arrivals, SEND and Safeguarding information.

7. CHAIR'S ITEMS

7.1 No Chair's items were received.

8. HEADTEACHER'S ITEMS

The Headteacher's took governors through the School Improvement Plan, providing an update on progress against each priority.

8.1 Section 1: The Quality of Education

8.1.1 *Target 1: to improve the percentage of children who achieve ARE, in reading and phonics screening through RWI model with absolute fidelity to the programme.* This target had been rated green. There had been additional training in January for the story book element of RWI. Practise sessions and coaching sessions focus on this element this term. The expectation from the school was an increase in the percentage of children that passed the Year 1 phonic screening test.

ACTION Baseline data sets, including phonics, to be received at the next C&C meeting.

8.1.2 *Target 2: To develop a map of skills progression for digital literacy which ensures the children are applying the full potential of IT hardware and software in order to enhance their learning across the curriculum.* This target had been rated amber.

Noted that there was a lot of work to be undertaken if the target was to be completed this year. Realistically the target would be continued over the next academic year. It was decided for the project to be confined to iPads and humanities for the initial iteration. An analysis of the Year 6 outcomes has been undertaken to create a benchmark of standards. Staff have been surveyed on their current use of IT and confidence with apps

ACTION Harley to provide a presentation on open worlds at the C&C Committee in the autumn term.

8.2 Section 2: Behaviour and Attitudes

8.2.1 *Target 1: Establish roles and responsibility for children in KS1 and KS2 which will lead to improved behaviour in the playground and around the school.* This target had been rated green. Assemblies this term have focused on respecting the school environment and monitors are in place and working well for focus areas.

8.2.2 *Target 2: Supporting all staff to access and act on constructive criticism within the coaching models (links to respect and resilience).* This target had been rated green. Learning Walks continue to demonstrate most pupils applying expected learning behaviours. Spring 2: 6/8 CTs participating in a coaching cycle. Next year the school will be reviewing a new structure to incorporating Director of Learning.

8.3 Section 3: Personal Development

Target 1: Develop a range of activities for all new arrivals /EAL children to ensure they have an opportunity to develop some cultural capital. This target had been rated green. The school have identified four families for the programme. A wider list of activities will be developed.

8.4 Section 4: Leadership and Management

Target 1: Ensuring the systems that facilitate instructional coaching are lead effectively and all teachers are accessing a systematic approach which develops their pedagogy. This target had been rated green. CPD has provided for DOLs (KS2) (Spring 1); DOLs have been supported to begin coaching a CT within their phase (I do/ We do/You do approach). This is following a 3-week cycle.

8.5 Section 5: Early Years Foundation Stage

Target 1: Ensuring all children are encounter quality interactions with all EYFS staff which are strategically planned to develop key vocabulary. This target had been rated Green. Final draft of policy has been agreed. Initial monitoring has taken place and outcomes communicated to staff. There has been a shift in the way vocabulary is used and how displays are used within classrooms. LA has undertaken a visit and were very happy about what they saw; there was quality interactions going on. Noted that there is some resistance to quantify EYFS outcomes.

8.6 School roll

The school roll was noted at 392 (reception to Year 6) Noted that there had been an increase of 4 further children on the school roll since 6 March 2024. The nursery has 27 children full time and 16 part time (11 am and 5 pm) The provision was close to capacity (PAN 38).

8.7 Spring term attainment and progress data. Kelli

Kelli Arnold informed the GB that children are assess 3 times a year: October, March and May. Noted that there had been a change in the testing regime undertaken by the school. Reassurance were provided to the GB, that the school continue to perform to high standards. A snap shot of pupils that were on track/not on track to

make ARE in Reading and Maths was provided. Governors noted that there had been good movement within the Maths and Reading.

8.7.1 *Q: What about those children that are exceeding the expected standard?*

A: Currently the school doesn't review those children that are working at GD. They are encompassed within the on track %. The School is currently undertaking pupil progress meetings, look at the different groups, this includes those that are on track, exceeding and those not making expected progress.

8.7.2 Year 2 is the year group that the school is most closely monitoring in terms of attainment. There are a range of interventions going into the year group to ensure the children are being supported. The school is confident with the teaching team in Year 2. The School hasn't yet had an opportunity to review and scrutinise the data. Noted that Year 2 no longer have to do undertake the National SATs papers; however, the school will continue to do them internally

8.7.3 Year 4 has significant need within the year group; it has the highest number of children with SEND and SEND+.

8.7.4 The school has ensured that all children that are entitled to extra time and support in Year 6 have this in place for the SATs in May.

8.4 Playground project

The school were seeking three quotes from two playground equipment specialists and one landscape gardening company for the design concept for the infant school playground. Any works would be phased to work with the window project timeline.

AGREED For the school to go forth in principle with the project to seek three quotes, with the Resource Committee providing oversight of the project.

9. GOVERNORS' VISITS AND TRAINING (Standing item)

9.1 Governors' Visits.

9.1.1 Karen Tate had undertaken a Safeguarding visit. The school will be undertaking a walkthrough with staff on the emergency action plan. Noted that Governors could attend the staff SG training. 100% reassurances were provided that the SCR was up to date.

9.2 Governors' Training.

ACTION Max Tobias, Tom Carter and Adrian Smith to attend new Governor training.

9.2.1 Whole GB training.

Governors discussed possible areas for whole GB training for the autumn 2024 term.

ACTION Clerk to investigate the possibility of arranging finance training.

10. POLICIES

Governors APPROVED the following policies for use by the school:

- a) Attendance Policy.
- b) Complaints Policy.
- c) Health and Safety Policy.
- d) Managing Allegations made against staff Policy.
- e) Safer recruitment Policy.
- f) Sex and Relationships Education Policy.
- g) Staff Code of Conduct Policy.

11. DATE AND TIME OF FUTURE MEETINGS

11.1 The dates for the Governing Body & Committee meetings for the remainder of the year were noted as:

- Curriculum and Community Committee 12 June 2024 at 6pm
- Resource Committee 29 April 2024 at 4:30pm [virtual]
- Full GB 15 May 2023 at 6pm

The Chair thanked everyone for attending. Part 1 of the meeting finished at 4pm, all staff members (except the Headteacher) were invited to leave the meeting.

Sign:  Date: 15/5/24

Karen Tate Chair of Governors