

**SOUTH HARRINGAY SCHOOL
MEETING OF THE FEDERATED GOVERNING BODY
ON 18 SEPTEMBER, 2024 AT 6PM
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 Clerk welcomed everyone to the meeting.
- 1.2 Apologies for absence were received and noted from Alice Hansen.
- 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 Register of Interests Forms

All governors present were reminded to complete the annual Register of Interest through Governor Hub.

- 2.2 No declarations of interests were made in respect of any of the agenda items.

3. ELECTION OF CHAIR/VICE CHAIR

- 3.1 The Clerk sought a determination on the term of office to be served by the Chair and Vice-Chair, noting this could be between 1 to 4 years.

AGREED The term of office for Chair and Vice Chair to be 1 academic year.

3.2 Election of Chair for the 2024/2025 academic year.

The Clerk sought nominations for Chairs for the academic year 2024/25. Keith Pullinger nominated Karen Tate. Karen Tate indicated her willingness to continue within the Chair's position. No other nominations were made.

UNANIMOUSLY AGREED Karen Tate was elected Chair for 2024/25.

3.3 Election of Vice-Chair for the 2024/2025 academic year.

The Clerk sought nominations for Vice-Chair for the academic year 2024/25. Karen Tate nominated Keith Pullinger. Keith Pullinger indicated his willingness to continue within the Vice-Chair position. No other nominations were made.

UNANIMOUSLY AGREED Keith Pullinger was elected Vice-Chair for 2024/25.

The Clerk handed the meeting over to Karen Tate.

4. **MEMBERSHIP OF THE GOVERNING BODY AND COMMITTEES AND LINK GOVERNORS**

- 4.1 The Clerk confirmed that the GB was currently full. The Clerk noted that Kelli Arnold term of office was concluding at the end of September. The Clerk noted that there were no governors whose term of office would end before the 31 December 2024.

ACTION School to hold a staff governor election.

4.1.1 Election of Associate Governor

Karen Tate recommended that Mike Gordon was re-appointed as an Associate Governor.

UNANIMOUSLY AGREED **Mike Gordon was re-appointed as an Associate Governor.**

4.2 **Governors AGREED with the following Committee membership**

a) Resources Committee.

Ian Scotchbrook
Karen Tate
Tom Luff
Alice Hansen
Keith Pullinger
Mike Gordon
Adrian

b) Curriculum and Community Committee.

Ian Scotchbrook
Karen Tate
Naveed Kazmi
Grace Wasyluk
Max Tobias
Tom Carter
Victoria Segal

- 4.2c **AGREED** **The Pay Committee functions to be undertaken by the Resource Committee.**

4.2d Headteacher's Performance review Panel.

Karen Tate
Keith Pullinger
Alice Hansen

Tom Cater *[offered to participate if someone else was not able to attend]*

ACTION Headteacher to liaise with the SIA adviser to the Panel, confirm availability of all parties and date for the Panel to convene.

- 4.2e Governors **AGREED** that should there be the requirement to convene a Pupil Discipline Committee, Staff Disciplinary/Dismissal Committee or Staff Appeal Committee during 2024/25, then the membership would comprise of three eligible and available Governors.

- 4.3 Governors noted that the terms of reference for each Committee must be reviewed and agreed at the next Committee meeting and brought back to the next full Governing Body for ratification; including the scheme of delegation.

4.4 Link governors' positions, roles and responsibilities for 2024/25.

Governors AGREED to continue with the same link governor positions.

Grace Wasyluk noted that she would be willing to rescind her link role of EYFS if there was someone that wished to undertake the position.

ACTION Discuss EYFS link Governor position at the C&C Committee.

- 4.5 Governors' Code of Conduct.

Governors reviewed and **AGREED** the Governor Role Profile and Code of Conduct for SHS GB for 2024/25.

ACTION Governors to complete the code of conduct declaration via Governor Hub.

5. PUBLIC MINUTES OF THE PREVIOUS FULL GOVERNING BODY MEETING

5.1 The minutes of the full GB meeting held on 3 July 2024 were **AGREED and RATIFIED** as a correct record. A copy of the minutes was signed and retained by the school for file.

5.2 Matters arising.

5.2.1 Item 3.1 School to hold a Staff Governor election during autumn 1 term

ACTION School to undertake a Staff Governor election by the half term

5.2.2 Item 4.2.1 Clerk to let Chair know which visit reports had been up loaded.

The following link Governor reports were noted:

PE: Max Tobias

English: Naveed Kazmi

Opening world: Victoria Segal

5.2.3 Item 4.2.4 Harley to provide a presentation on open worlds at the C&C Committee in the autumn term.

Action was noted for the C&C Committee. Further noted that Kelli Arnold would provide the presentation.

5.2.4 Item 4.2.5 Clerk to chase HEP regarding Governor finance training.

Ongoing action. The Clerk noted that there was a suite of finance training available from HEP.

5.2.5 Item 8.2.2 Grace Wasyluk and Keith Pullinger to receive an update of Priority 2 Target 2 at the next Governors in school day.

Action noted for the next Governors in School day.

6. CHAIRS ITEMS

6.1 No Chair's items were received.

7. HEADTEACHER'S ITEMS

7.1 The Headteacher took Governors through the highlights of the Data Profile Report, noting it had been uploaded onto Governor Hub for review. Noted that at every key measure the school was either above or significantly above the provisional national average nation.

7.1.1 Governors congratulated the school on the work of the children and their outcomes. Governors noted that the outcomes of the Year 6 were slightly lower than the 2023 cohort. The Headteacher noted that there was year on year variations due to the make-up of each cohort; it wasn't a downward trend, rather the 2023 cohort was exceptionally strong. Further Noted that the LA and School Improvement Partner see South Harringay as exempla school.

7.2 School Improvement Plan (SIP) for 2024/2025

The Headteacher took the GB through the SIP and proposed targets.

7.2.1 Section 1: The Quality of Education

7.2.1a Target 1: to further develop understanding of a maths mastery approach across all phases which ensure teachers are planning and delivering cohesive sequences of lessons which incorporate the five big ideas.

7.2.1b 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 carried over from the previous year.

7.2.2 Section 2: Behaviour and Attitudes

7.2.2a Target 1: Establish new roles of responsibility for children in KS2 which will lead to a greater sense of contribution and practical understanding of responsibility.

7.2.2b Target 2: Develop and formalise out outreach relationship with Peregrine House which will develop a broader understanding of community and facilities inter-generational contribution to wellbeing for all participants.

7.2.2c Governors discussed the best methods for capturing the work against the targets in section 2. Noted governors could review them during governor visits, governors' day and updates received at committee meetings.

7.2.3 Section 3: Personal Development

7.2.3a Target 1: All P4C lessons visited will demonstrate pupils using age-appropriate oracy skills relate to debate linked to the four characteristics of the oracy framework (physical, linguistically, cognitive, social and emotional).

7.2.4 Section 4: Leadership and Management

7.2.4a Target 1: Increase the pace and effectiveness of out pastorals interventions by implementing a supervision model into out welfare teams early identification process.

7.2.4b The Headteacher informed Governors that the school was looking at buying in a new management information system to reduce the impact on parents having to use multiple platforms. The school is currently in discussions with three management system providers which would provide a more seamless interface for the school and parents. Governors suggested an additional target regarding the procurement and implementation of a new management information system

7.2.5 Section 5: Early Years Foundation Stage

7.2.5a Target 1: Increase the percentage of children reaching GLD under the following key areas, language and communication, literacy and Maths

Governors APPROVED the 2024/25 SIP and school targets.

7.3 The Headteacher informed Governors that the school had a new School Improvement Partner: Malcom Willis. The SIP will have his first visit at the school on 25 September 2024. Noted that Fran Hargrove would be available to undertake the Headteacher's appraisal.

7.4 Budget monitoring report and 3-year spending plan update

Governors noted receipt of the updated 3-year spending plan, which would be scrutinised at the next Resource Committee. Governors enquired about the school's

spending against the budget for the KS1 playground refurbishment project. The Headteacher noted that spending for the project was on track with the forecast.

8. POLICIES

8.1 The GB AGREED the continued use of HR and Pay policies until further policy updates were received from Haringey HR.

8.2 The GB APPROVED the Safeguarding and Child Protection Policy and Procedures 2024 for use by the school.

8.2.1 The Headteacher informed Governors that all staff had completed safeguarding training. Governors noted receipt of Keeping Children Safe in Education 2024 and were reminded to complete the declaration on Governor Hub; upon reading KCSIE 2024.

ACTION School to circulate the NSPCC training link for safeguarding to all Governors.

8.3 The GB APPROVED the Child on Child Abuse Policy for use by the school.

8.4 The GB APPROVED the SEND policy and information report for use by the school.

9. GOVERNORS' VISITS / TRAINING

9.1 Governors' Visits.

Governors noted that visit reports were to be uploaded onto Governor Hub. The Chair reminded governors of the protocols for arranging their visits.

9.2 Governors' training

No Governors had undertaken any training since the previous Full GB meeting.

9.2.1 Governors noted the HEP Governors training programme; which had been uploaded onto Governor Hub.

10. DATE AND TIME FOR THE NEXT MEETINGS FOR 2024/25

10.1 Governors agreed that the Resource Committee would continue to be virtual with the Full GB and C&C Committee being held face to face.

10.2 The dates for the autumn term 2024 were agreed as follows:

- Full GB: 27 November at 6pm.
- Resources: 21 October (virtual) at 4:30pm.
- Curriculum and Community Committee: 20 November at 6pm.

11. ANY OTHER BUSINESS

11.1 Governors noted that the website required a check to ensure compliancy.

ACTION Governors to review the website at the Governors in school day.

11.2 Noted that the school photographer would be on the premises for photos on 22 October 2024. Governors who required a photo to come in and have them taken.

The Chair thanked everyone for attending. Part 1 of the meeting finished at 7:30pm, all staff members (except the Headteacher) were invited to leave the meeting.

Sign: K Tate Date: 27/11/24
Karen Tate Chair of Governors