

**SOUTH HARRINGAY SCHOOL
FULL MEETING OF THE FEDERATED GOVERNING BODY
ON 9 MARCH 2017 AT 2PM
PUBLIC MINUTES**



Staff (2)

Ian Scotchbrook (Headteacher)
Kelli Arnold 31-08-20

Parent (2)

Tessa Parsons 31-08-20 (Vice-Chair)
Polly Haste 31-08-20

LA (1)

Erin Stephens 07-09-20

Co-opted (8)

Karen Tate 07-09-20 (Chair)
Keith Pullinger 07-09-20 (Vice-Chair)
Iona Desai 07-09-20
Harriet Gervasio 07-09-20
Naveed Kazmi 07-09-20
Adrenne Reed 07-09-20
Michael Taylor 07-09-20

Associated (1)

Heather De Silva 07-09-20

Also present

Corinne David Clerk

*Denotes absence

1. WELCOME /INTRODUCTIONS AND APOLOGIES FOR ABSENCE

- 1.1 The Chair welcomed everyone to the meeting.
- 1.2 All Governors were present at the meeting.
- 1.3 The Clerk confirmed the meeting was quorate with 12 Governors present.

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

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

3. GOVERNING BODY

- 3.1 Governors noted the resignation of Yo Hearne from the GB as a Co-opted Governor.
- 3.2 Governors noted the 1 Co-Opted Governor vacancy.

AGREED **To review the necessary skill requirements of a new Governor to fill the co-opted vacancy, at the last GB meeting in the summer term.**

- 3.3 National Database of Governors.

Governors noted that from 1 September 2016 all bodies of maintained schools must update Edubase with information about people involved in governance. The Headteacher informed Governors that the School had upload a substantial amount of information onto Edubase already, however there were a few missing data fields that required populating.

ACTION School to check what Governor data fields require populating on Edubase and seek the necessary information.

4. MINUTES OF THE PREVIOUS MEETING/MATTERS ARISING

- 4.1 Governors received the minutes of SHS Governing Body meeting held on 8 December 2016; these were noted and confirmed as a correct record. One set of minutes was signed by the Chair and retained by the School for file.

4.2 Matters arising.

4.2.1 Item 11.1.1 Governors Training Log.

ACTION The Clerk to send the Chair the Governor training register available on the Haringey Governors portal.

4.2.2 Item 12.2.1 Electronic Repository of Governor Information.

Tessa Parsons had investigated the functionality of Google docs, Safe4, drop box and Board IQ; noting that they had been developed for a more corporate environment and possibility didn't provide the necessary functionality. Tessa Parsons noted two further products: Governoronline.co.uk and Governor Hub. Governoronline.co.uk provided a one month free trial. If the GB wished to continue to the use product then it would be £126 per year. Governor Hub would cost £400+vat per year. Governors discussed the pros and cons of each system.

AGREED **Tessa Parsons, Polly Haste, Erin Stephens and Iona Desai to trial the use of Governoronline.co.uk for one month to examine its functionality.**

5. **REPORTS FROM COMMITTEES**

5.1 Teaching and Learning Committee

The GB had received the minutes from the Teaching & Learning Committee held on 8 February 2017 prior to the meeting. The Chair of the Committee provided Governors with a verbal account of the meeting, the highlights were:

- a) The Committee received a presentation on target tracker and how the School uses the package.
- b) The Committee received an overview of feedback from the Junior School Ofsted inspection.
- c) The Committee received information on how the School utilises the Primary Sports Fund. Noted that the SHS receives £17,795 through the fund and spends £24,575.
- d) The E-safety Policy and Assessment Policy were received and noted.
- e) The School's targets for 2017 were received and scrutinised.

5.1.1 Governors enquired why the targets presented at the T&L Committee were different from the SIP targets presented at the beginning of the year. The Headteacher informed the GB that as the pupils were half way through the year, the teachers had a better idea of each child's progress and expected outcomes.

5.1.2 **The GB ratified the School's targets presented by at the T&L Committee. The School's targets were:**

a) Year 1 Phonics: 80%.

b) Key Stage 1 targets:

	Reading	Writing	Maths
Expected	75%	71%	79%
Greater Depth	32%	20%	16%

c) Key Stage 2 targets:

	Reading	Writing	Maths	GPS	RWM
Expected	81%	85%	83%	81%	74%
Greater Depth	30%	30%	49%	41%	25%

5.2 Children, Families & Community Committee

The GB had received the minutes from the Children, Families & Community Committee held on 6 February 2017 prior to the meeting. The Chair of the Committee provided Governors with a verbal account of the meeting, the highlights were:

- a) Governor content for the School's newsletter had been provided.
- b) Staff had now received FGM training. Harriet Gervasio informed the GB that an outside agency had provided training for staff and had undertaken some sessions with Year 5 and Year 6 pupils. The Headteacher informed Governors that the School had not yet undertaken any sessions with younger year groups. Staff were reviewing the information and teaching materials to ensure appropriate ordering of information and tone of message. Noted that the School will be taking forward the topic with younger year groups in due course.
- c) Governors had discussed the website and that take up for electronic communication was currently low. Noted that the translation function may not work for every page. The GB discussed the forthcoming parents evening and how Governors could encourage parents to sign up for electronic communication.

ACTION a) Harriet Gervasio to review translate function with the web developers.

b) Tessa Parsons to co-ordinate Governor Helpers at the parents' evening to promote the website.

- d) The Equality Objectives were reviewed, agreed and now on the website.
- e) The Committee had reviewed and approved the Supporting Children with Medical Conditions Policy.

5.3 Resource Committee

The Chair of the Committee provided Governors with a verbal account of the meeting held on 20 February 2017. The highlights were:

- a) Overall SHIS's expenditure was in line with the current forecast. The total projected revenue income stood at £1,353,148. The projected end of year revenue expenditure stood at £1,382,225, the School's carried forward was £143,636. The forecast in-year surplus stood at £29,077 with an overall surplus of £114,559. The main difference from the last report reflected the Infant School purchase of new photocopiers and white boards.
- b) Overall the SHJS's expenditure was in line with the current forecast. The total projected revenue income stood at £1,399,490. The projected end of year revenue expenditure stood at £1,544,944, the School's carried forward was £341,487. The forecast in-year deficit stood at £145,455 with an overall surplus of £196,032.
- c) The projected Collective in year revenue surplus stood at £430,817.
- d) The swimming pool budget is projected to have a surplus carry forward of £97k.
- e) The School will be developing a 5 year building development plan.

- 5.3.1 The GB discussed the impetus for the 5 year building development plan and the shift in priority from a complete refurbishment of all the windows. The Headteacher informed the GB that the neediest windows had been identified to ensure no health and safety matters were presented; however complete refurbishment of all the windows would have to be secondary to other school priorities. When staff had visited an outstanding IPC School, staff took a measured judgement between SHS and the outstanding school's learning environment. It was felt learning environment changes at SHS would enhance the school's principles and provide the vehicle for transformational change and aid in the journey to outstanding.

5.3.2 **Q: At the outstanding IPC School what was the impact of the school environment on the children's learning and outcomes?**

A: The staff reviewed and discussed the learning and photos from the outstanding school and how the learning environment had a positive impact on the children's attitude towards learning; how the environment has been integrated from a child's perspective. At the outstanding school, we could feel the respect the children had for their school and how they wanted to do well. SHS is in a position of strength, these changes would help elevate the School to outstanding.

5.3.3 School Financial Value Standard (SFVS)

The SFVS had been circulated to Governors prior to the meeting for review.

AGREED **The GB approved the SFVS for submission to the LA.**

5.4 Link Governor Appointments.

5.4.1 The GB noted Karen Tate and Iona Desai as the Early Years Link Governors.

5.4.2 The GB noted Keith Pullinger and Michael Taylor as the Science Link Governors

6. **INFANT AND JUNIOR OFSTED INSPECTIONS AND NEXT STEPS.**

6.1 The Headteacher provided the GB with a verbal account of both inspections, noting that feedback reports had been circulated as appropriate.

6.2 During both inspections the understanding of both schools and the contribution of the GB was recognised. From the Infant School inspection there were 2 key recommendations: a) higher targets for disadvantaged pupils, and b) most able pupils are always challenged. These will be addressed through the School Improvement Plan. From the Junior School inspection the main recommendation was for pupils to make good progress in all subjects (not just core subjects). The inspector had reviewed Geography and History. To address this the School will be launching the IPC within KS1 and honing subject specifics. The School Improvement Plan will also address the Ofsted recommendations.

6.3 The Chair, on behalf the GB, thanked all the staff at SHS for their hard work and dedication to the School and children, and gaining a 'Good' category in the Infant and Junior settings; particularly when presented with numerous challenges including 2016/17 being the first year of the federation, life after levels and two consecutive Ofsted inspections.

7. **CHAIRS ITEMS**

7.1 Academisation

The Chair informed the GB that an additional meeting will be arranged. At the meeting an expert will be invited to discuss the academy process and allow Governors to have an informed debate about the next steps for the SHS.

ACTION Chair to arrange the academy GB meeting and circulate details to Governors.

7.2 The Chair reminded Governors to complete link Governor forms for the Governors in School day. The Chair, on behalf of the GB, thanked the School for hosting the Governors in school day.

ACTION Tessa Parsons to circulate Link Governor Forms to the GB.

8. **HEADTEACHERS ITEMS**

8.1 The Headteacher took governors through the Headteacher's report which had been circulated to the GB prior to the meeting.

8.2 Raising Attainment and Progress

The Headteacher presented the most current data showing the percentage of pupils on track to reach Age Related Expectation (ARE) in each year group in reading, writing and Maths by the end of the school year. The School's target is at least 80% of pupils to meet ARE.

8.2.1 **Q: How confident is the School that 80% of pupils will reach ARE by the end of the school year?**

A: The pupil review meetings have taken place. All the pupils at risk of not making ARE have been identified and appropriate interventions put in place. The School is confident that 80% of pupils will reach ARE by the end of the school year.

8.2.2 Q: Why is the percentage of pupils at ARE in Maths below reading and writing?

A: The puma tests have highlighted a number of misconceptions which the teachers have addressed. Also there are areas within the Maths curriculum that have not yet been taught to the pupils, but will be covered by the end of the school year.

8.2.3 Q: Why is the percentage of Year 6 at ARE in writing below the other year groups?

A: Writing ARE judgement is very evidence based. Before a pupil can be judged to be at ARE the School has to have the hard evidence to show particular objectives have been met.

8.2.4 Q: Have the reading interventions had a positive impact on pupils reading?

A: The School has been working hard to secure good progress in reading. The current Year 6 is a very strong academic cohort. Teaching methods have been adapted with subsequent improvement seen by the staff. Current data shows that 91% of the Year 6 cohort will make ARE in reading.

8.2.5 The Headteacher presented the most current data showing the percentage of disadvantaged pupils on track to reach ARE in each year group in reading, writing and Maths by the end of the school year.

8.2.6 Q: Why is there the difference between national (79%) and SHS in Year 4 (39%) for disadvantaged pupil in writing?

A: In Year 4 there are currently 4 pupils with an EHC Plan and further EHC assessments pending. If this year group did not have the level of educational need then progress would be more favourable.

8.2.7 The Headteacher presented the most current data showing the percentage of EAL pupils on track to reach ARE in each year group in reading, writing and Maths by the end of the school year. The School's target is at least 80% of pupils to meet ARE. The data included recent arrivals with little or no English. Noted that EAL pupils are being tracked in further detail against key ethnic groups that underperformed last year and/or historically. This also includes ethnic groups that are not considered EAL e.g. Black Caribbean.

8.2.8 Q: Does the School drill down and track certain groups?

A: The School tracks numerous groups including those that are not categorised as EAL. Progress is reviewed and where appropriate interventions are identified and applied.

8.2.9 The Headteacher presented the most current data showing the percentage of pupils on track to reach greater depth in each year group in reading, writing and Maths by the end of the school year. The School's target is at least 30% of pupils to reach greater depth. Governors noted one of the Ofsted recommendations was for the School to provide further challenge for disadvantage pupils working at greater depth and requested further data for this group of pupils.

ACTION The Headteacher to include a table for disadvantage pupils working at greater depth in the next report.

- 8.3 Culture and Enrichment
All teaching staff have received a book that focusses on applying Growth Mindset theory to the primary classroom.
- 8.4 Environment and Resources
All classrooms in the Infant School now have new interactive white boards and an accompanying computer.
- 8.5 Safeguarding
During both Ofsted inspections found safeguarding to be highly effective.
- 8.6 Noted that the Headteacher will continue to be the Chair of the Harringay and West Green Networked Learning Community. SHS has achieved the bronze healthy school status.

9. POLICIES

- 9.1 No policies were received that required Full GB approval.

10. GOVERNORS' VISITS / TRAINING

10.1 Governors' Visits.

- 10.1.1 Noted that Governors had been in SHS today for the Governors in School day.
- 10.1.2 Keith Pullinger and Polly Haste will be undertaking a further Safeguarding Link Governor visit.
- 10.1.3 Heather De Silva will be undertaking an IPC Link Governor visit.
- 10.1.4 Keith Pullinger and Michael Taylor will be undertaking a Science Link Governor visit.
- 10.1.5 Karen Tate and Iona Desai will be undertaking a EYFS Link Governor visit.

ACTION Link Governors to arrange visits, in line with the protocol.

- 10.1.6 The Chair reminded Governors that at SHS, Link Governor visits are undertaken twice a year. Once at the beginning of the year and a follow up meeting towards the end of the school year. Governors were reminded to avoid arrange visits during the SATs tests and Phonic screening test.

10.2 Governors' Training.

Governor training requirements had been discussed at each Committee.

11. DATE AND TIME FOR THE NEXT MEETINGS FOR 2016/17 / ANY OTHER BUSINESS

- 11.1 The dates for the next cycle of GB and Committee meetings were confirmed as:

- Full GB: Thursday 18 May 2017 at 6:30pm.
- Resources: Thursday 4 May 2017 at 4:30pm.
- Teaching and Learning: Thursday: 15 June 2017 at 6pm.
- Children Families and Community: Monday 24 April 2017 at 6pm.

- 11.1.1 Governors were reminded that they were welcome to attend other Committee meetings; not just those Committees they were members on.

ACTION Clerk to circulate Committee agenda packs to the full GB membership.

The Chair thanked everyone for attending. Members of staff, apart from the Headteacher, were asked to leave the meeting. Part 1 of the meeting finished at 3:45pm.

Sign: Date:
Karen Tate
Chair of Governors