

**SOUTH HARRINGAY SCHOOL  
MEETING OF THE FEDERATED GOVERNING BODY  
ON 30 SEPTEMBER, 2025 AT 6PM  
PUBLIC MINUTES**



**Staff (2)**

Ian Scotchbrook (Headteacher)  
Ayse Thomas 04-09-29

**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 Ahmed 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: Keith Pullinger, Alice Hansen, Grace Wasyluk and Max Tobias.
- 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**

Governors were reminded that they had to complete the annual register of Interest forms for 2025/26 (either through Governor Hub or forms uploaded onto Governor Hub or returned to the School). Governors noted that the School has a statutory duty to publish register of interests and for this to be made available on the School's website.

- 2.2 No declarations of interests were made in 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 To elect the Chair for the 2025/2026 academic year.

The Clerk sought nominations for Chair for the academic year 2025/26. Karen Tate was nominated no other nominations were received.

**UNANIMOUSLY AGREED Karen Tate was elected Chair for 2025/26.**

- 3.3 To elect the Vice-Chair for the 2025/2026 academic year.

The Clerk sought nominations for Vice-Chair for the academic year 2025/26. Keith Pullinger was nominated no other nominations were received.

**UNANIMOUSLY AGREED Keith Pullinger was elected Vice-Chair for 2025/26.**

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

**4.1 GB membership.**

The Clerk confirmed that the GB was currently full with the election of Ayse Thomas as Staff Governor.

- 4.1.1 The Clerk noted that Tom Luff term of office as Parent Governor was concluding on 30 November 2025. No other Governors' term of office would end before the 31 December 2025.

**ACTION** School to undertake a parent governor election from December 2025.

4.2 Membership of the Committees for 2025/26:

a) Resources Committee.

Ian Scotchbrook, Tom Luff, Keith Pullinger, Karen Tate, Melaine Ahmed, Alice Hansen, Tom Carter, Michael Gorden.

b) Curriculum and Community Committee.

Ian Scotchbrook, Ayse Thomas, Adrian Smith, Karen Tate, Naveed Kazmi, Victoria Segal, Grace Wasyluk, Max Tobias

c) Pay Committee.

For this function to be undertaken at the Resources Committee.

d) Headteacher's Performance Review Panel.

Karen Tate, Keith Pullinger and Adrian Smith

e) Agree provision for any Pupil Discipline Committee, Staff Disciplinary/Dismissal Committee and Staff Appeals Committee in 2025/26.  
Governors **AGREED** that should there be the requirement to convene a Pupil Discipline Committee, Staff Disciplinary/Dismissal Committee or Staff Appeal Committee during 2025/26, then the membership would comprise of three eligible and available Governors. Further **AGREED** that should there be a requirement external Governors to South Haringey School could be sought to fill positions on any Governor Panel

- 4.3 Governors noted that the Terms of Reference for Committees must be reviewed and agreed at the next Committee meeting and brought back to the next GB for ratification; including the scheme of delegation.

- 4.4 Link governors' positions, roles and responsibilities for 2025/26.  
**Governors AGREED to continue with the same link governor positions.**

- 4.4.1 With Tom Luff's term of office concluding this term Governors discussed the possibility of either Alice Hasen or Adrian Smith taking forward the Maths link Governor position.

**ACTION** Chair to discuss the Maths link Governor role with both Alice Hasen or Adrian Smith.

4.5 Governors' Code of Conduct.

Governors reviewed and **AGREED** the Governor Role Profile and Code of Conduct for South Haringey School GB for 2025/26.annual basis.

- 4.6 The GB discussed the School's and Headteacher's position on counter signing of documentation such as passport applications. Governors **AGREED** with the school's current principle that staff members don't sign passport applications. However, there was recognition that there were exceptional circumstances where the school may counter sign official applications and this would be at the discretion of the Headteacher.

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

- 5.1 The minutes of the full GB meeting held on 16 July 2025 were **AGREED** and **RATIFIED** as a correct record. The Chair signed the minutes which were retained by the school for record.

5.2 Matters arising.

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

Action completed: see item 4.1

- 5.2.2 Item 3.2 Defer governance annual statement to the next meeting.

Item to be undertaken by Karen Tate and Tom Cater

- 5.2.3 Item 4.1 Check the LA's financial regulations and find out about investing rules.

Action for Resource Committee.

- 5.2.4 Item 4.2.2 Investigate suitable training platforms for ladder training.

Action for Resource Committee.

- 5.2.5 Item 8.2.2 Relay congratulations to staff and pupils for SATS results

Action Completed.

- 5.2.6 Item 11.1 Agree committee meetings dates in September.

Action completed: see item 11.2.

**6. CHAIRS ITEMS**

- 6.1 No urgent Chair's items were received.

**7. HEADTEACHER'S ITEMS**

- 7.1 The Headteacher's share the first draft of the SIP. The SIP had been organised to reflect the new Ofsted Inspection Framework. Noted that Malcom Willis (School Improvement advisor) will review and provide feedback on the SIP during his next visit.

- a) Section 1: Curriculum & Teaching

Three targets: focusing on Computing, Oracy and Walkthrus systems.

- b) Section 2: Achievement

One target: focusing on increasing the percentage of EAL pupils achieving ARE at KS1 and KS2 and GLD in Reception years.

- c) Section 3: Attendance & Behaviour

Two targets: focusing on - 1. Developing and implement structured lunchtimes and inclusion opportunities to build social skills, resilience, and reduce behaviour incidents. 2. To bring the percentage of FSM pupils in line with national average for achievement at academic test points.

- d) Section 4: Personal Development and Wellbeing

One target: focusing on further development of pupils understanding of responsibility through position of responsibility in both Infant and Junior.

- e) Section 5: Inclusion and Safeguarding

Two targets: focusing on – 1. Adaptive approaches in the classroom to ensure access and success in learning, play and enrichment. 2. Raising awareness and understanding within staff of misinformation, disinformation and dangers of AI.

- f) Section 6: EYFS

One target: focusing on the development and implementation of a high-quality play-based nursery curriculum that provided strong foundations in communication.



**ACTION** School to review within the SLT which target would be reviewed by which committees; with publication on Governor Hub.

**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 2025 for use by the school.**

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; subject to the amendments discussed by Governors.**

**ACTION** School to review the website and ensure consistency between what's been agreed and policies uploaded onto website.

**9. GOVERNORS' VISITS / TRAINING**

9.1 Governors' Visits.

No Governors reported on any visits since the previous full GB meeting.

9.1.1 Governors SG training to be reviewed at the next SG link Governor meeting.

9.2 Governors' training

Victoria Segal had undertaken Safeguarding training via HEP.

9.2.1 Governors noted receipt of the HEP Governors training programme.

**10. SAFEGUARDING (Standing Item)**

10.1 Governors noted receipt of the updated Keeping Children Safe in Education 2025 and were reminded to sign the declaration on Governor Hub once they had read the update.

**ACTION** Governors to read KCSIE 2025 and sign the declaration on Governor Hub upon completion.

10.2 Update on any safeguarding matters.

The Headteacher informed Governors that staff will be receiving further training on basic security measures and how to monitor the children's use of iPad. The training had provided teachers with further confidence to undertake monitoring. The children have been made aware that teachers are monitoring their searches. The Headteacher highlighted how a child's search was picked up by their teacher; with discussions between the child and teacher ensuing.

10.3 Governors enquired about the cyber security of the school, the measure in place to prevent a cyber-attack and what penetration testing is undertaken by the IT provider /LGfL.

**ACTION** Tom Cater to share with the Headteacher an outline of topic discussions to have with the IT Team.

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.

**11. DATE AND TIME FOR THE NEXT MEETINGS FOR 2025/26**  
**11.1 Governors AGREED the dates for the next cycle of GB and Committee meetings as:**

- Full GB: 3 December 2025 at 6pm – Face to Face.
- Resources: 21 October 2025 at 4:30pm -Virtual
- Curriculum and Community Committee: 19 November 2025 at 6pm – Face to Face.

**12. ANY OTHER BUSINESS**

12.1 Noted that the some of the information on the Governors page on the website required updating.

**ACTION** School to update the Governors pages on the Website.

The Chair thanked everyone for attending and invited staff members, expect the Headteacher. Part 1 of the meeting finished at 7:06pm

Sign: .....  ..... Date: 3/12/25 .....

Karen Tate Chair of Governors

**ACTION**

Item	Action	Lead
4.1.1	School to undertake a parent governor election from December 2025.	School
4.4.1	Chair to discuss the Maths link Governor role with both Alice Hasen or Adrian Smith.	KT, AH & AS
5.2.2	governance annual statement to be received the next meeting.	KT & TC
7.1f	School to review within the SLT which SIP targets would be reviewed by which committees; with publication on Governor Hub.	School
8.4	School to review the website and ensure consistency between what's been agreed and policies uploaded onto website.	School
10.1	Governors to read KCSIE 2025 and sign the declaration on Governor Hub upon completion.	All
10.3	Tom Cater to share with the Headteacher an outline of topic discussions to have with the IT Team.	TC & IS
12.1	School to update the Governors pages on the Website.	School