



NEW END PRIMARY SCHOOL

MINUTES OF THE FULL GOVERNING BOARD MEETING HELD at NEW END PRIMARY SCHOOL

on Thursday 1 December 2022

Members (*Absent)		Name	Post
	LM	Linda Davies	Chair, Co-opted Governor
	VZ	Vassilis Zarifis	Co-opted Governor, Chair of Resources Committee
	HA	Helen Andrews	Co-opted Governor
	SB	Stephen Buzzard	Co-opted Governor
	HT	Karyn Ray	Headteacher, Ex-Officio
	*	KR	Kimberley Ridgeway Staff Governor
		SS	Stephen Stark LA Governor
	*	AG	Alan Girling DHT, Associate Governor
		JB	Juliette Bearman Parent Governor
		CL	Catherine Levin Co-opted Governor
	*	PQ	Philip Quinn Co-opted Governor
		AC	Andreas Christodoulou Parent Governor
		Clerk	Carol Murphy Clerk, Camden Learning

ITEM	BUSINESS ITEM	ACTION
1	WELCOME AND APOLOGIES	
1.1	The Chair welcomed to the meeting and introduced AC as the new Parent Governor. A introduced himself and said that his youngest child in in Reception and he wanted to be a Governor to contribute positively to the school.	
1.2	Apologies were received and accepted from PQ, AG and KR	
2	NOTIFICATION OF ANY OTHER URGENT BUSINESS	
2.1	None	
3	DECLARATIONS OF INTEREST	
3.1	Conflicts of Interest in Respect of the Agenda None	

4	MINUTES OF THE PREVIOUS MEETING ON 29 SEPTEMBER 2022 2022 & MATTERS ARISING NOT ON THE AGENDA	
4.1	Accuracy The minutes of the previous meeting were agreed to be an accurate record of the meeting and were APPROVED .	
4.2	Matters arising not elsewhere on the agenda See below	
5	GOVERNING BODY MEMBERSHIP AND VACANCIES	
5.1	Election of Chair from March 2023 HA was nominated as Chair and unanimously elected. HA will become Chair following the next FGB meeting on 2 March 2023 for a two-year term.	
5.2	Election of Vice Chair from March 2023 CL was nominated as Vice Chair and unanimously elected. CL will come Vice Chair following the next meeting on 2 March 2023 for a two-year term.	
5.3	It was confirmed that Kim Ridgeway has been elected Staff Governor for a four year term.	
5.4	Vacancies There remains Co-opted Governor vacancies. As agreed at the last meeting PQ has designed a recruitment poster. SS agreed to share at his surgeries. It was agreed that a PDF version would be shared with all Governors to circulate within their own networks as well as the venues agreed at the previous meeting. Action: HT to send PDF version of poster to all Governors	Headteacher
5.5	Committees It was agreed AC would attend both Committees initially.	
6	HEADTEACHER REPORT	
6.1	HEADTEACHER REPORT The HT report and papers were circulated with the papers in advance of the meeting. The HT highlighted the following: <ul style="list-style-type: none"> • Pay Awards – these have been implemented and reflected in the budget • Ofsted – The school is expecting a Section 8 inspection which is ungraded. Section 5 inspections are graded, however a Section 8 can be converted during the inspection should the inspectors believe there is evidence that the previous grading no longer can be evidenced. <p>There followed a discussion about the current inspection framework. The HT stated that the SEF confirms the school is Good in all areas and how difficult it is to achieve Outstanding under the new framework.</p>	

6.2	<ul style="list-style-type: none"> ○ Attendance - It was discussed that attendance remains an area of concern, however there is substantial evidence of the work that has been done over many years to improve attendance ○ Curriculum Enrichment – Ofsted are likely to look at this and this is an area of strength for the school <p>Question Will PQ’s attendance report help? Yes as it will show the school leaders have a good understanding of the attendance issues.</p> <ul style="list-style-type: none"> ○ SEF – The Chair advised Governors that they needed to fully understand the SEF <p>Questions How often is the SEF updated? It is a living document and is updated throughout the year and fully reviewed annually</p> <ul style="list-style-type: none"> ● Increase in FSM – this has largely been due to the number of Ukrainian children who have joined the school. Some of these children have already moved on to other schools and are likely to remain a mobile cohort. ● Budget – The year end position remains on track and as confirmed earlier in the meeting the budget has been adjusted to reflect the pay awards. ● Open Classrooms has restarted and has been very well received by parents. ● NESA are looking at an increase in parental contributions <p>The Chair announced that this was SB’s final meeting as Governor. She thanked SB on behalf of the whole school community for his huge contribution to the school over several decades, as a member of staff, Governor and also as a volunteer.</p> <p>SB said it had been a privilege and pleasure to work with the school and Governing Board for the past 30 years. SB also confirmed he is remaining to work as a volunteer at the school.</p>	
7	COMMITTEE REPORTS	
7.1 7.2	<p>Standards and Curriculum Committee</p> <p>There has been no meeting since the last FGB. The next meeting is on 1 February.</p> <p>Finance, Staffing and Premises</p> <p>The last committee was on 4 January. Budget was covered within the HT report item 6.</p> <p>Action: VZ to confirm future meeting dates for they can be added to the calendar on Governor Hub</p>	VZ
8	POLICY REVIEW	
8.1	The 2022-23 Pay Policy has not yet been released by Camden.	
9	GOVERNORS MONITORING, DEVELOPMENT AND TRAINING	

9.1	Safeguarding Training All Governors have now completed safeguarding training. The Chair agreed to send training link to AC Action: Chair to send training link to AC	Chair
9.2	Training Undertaken The Chair reported that PQ had attended Tackling inequality and Prevent training. The Chair also confirmed that the Volunteer programme is progressing well and there are many reading volunteers.	
9.3	Governors were reminded to update their training record on Governor Hub for any training they undertake which isn't Camden Learning. Camden Learning update automatically for their courses. Ofsted may look for evidence that Governors have had the necessary training to fulfil their roles and responsibilities. If Governors are uncertain how to do this should contact the Clerk.	
11	FORWARD PLANNING/DATES OF FORTHCOMING MEETINGS	
11.1	Remaining FGB meeting dates for 22/23 <ul style="list-style-type: none"> • 2 March 2023 • 18 May 2023 • 6 July 2023 All meetings are on Thursday and start at 7pm and will be held at the school.	
12.	ANY OTHER URGENT BUSINESS	
	None	

Signed: _____ Date: _____

Chair of New End Primary School Governing Body

Ref.	ACTIONS NOTED IN THE MINUTES 29 SEPTEMBER 2022	Who	Completed
3.2	Governors update business interests on Governor Hub	All Governors	Governors reminded
4.2	Governors Day to be confirmed	HT	23 November
5.2	Chair to draft article regarding retirement of SB & LD and arrange photos	Chair	The chair advised that this was inaccurate and she would

			contact the local press
5.2	Design poster for governor recruitment	PQ	Completed
5.5	Governors to read NGA Code of Conduct and confirm declaration on Governor Hub	All Governors	Governors reminded
5.6.1	Committee Terms of Reference to be reviewed and any amendments to be brought to next FGB	Committee Chairs	Completed
6.1	Behaviour policy interviews	HA & CL	Completed
8.2	Finance Committee meetings to be set	VZ	Completed
10.4	Governor training details to be circulated	VZ	Outstanding

Ref.	ACTIONS NOTED IN THE MINUTES 1 DECEMBER 2022	Who	Completed
5.4	HT to send Governor recruitment poster to all Governors	HT	
7.2	VZ to send Finance Committee dates to Clerk for Governor Hub	HT	23 November

