



NEW END PRIMARY SCHOOL

MINUTES OF THE FULL GOVERNING BOARD MEETING HELD REMOTELY on Thursday 7 JULY 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
*	MM	Michal Marion	Parent Governor
*	RP	Regis Peyraque	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
	Clerk	Carol Murphy	Clerk, Camden Learning

ITEM	BUSINESS ITEM	ACTION
1	WELCOME AND APOLOGIES	
1.1	The Chair welcomed to the meeting. The Clerk apologised for the lateness of the papers for this meeting.	
1.2	Apologies were received and accepted from MM & SS. RP was absent.	
2	NOTIFICATION OF ANY OTHER URGENT BUSINESS	
2.1	None	
3	DECLARATIONS OF INTEREST & REVISION OF REGISTER OF INTERESTS	
3.1	Conflicts of Interest in Respect of the Agenda None	

4	MINUTES OF THE PREVIOUS MEETING ON 19 May 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 None	
5	GOVERNING BODY MEMBERSHIP AND VACANCIES	
5.1	The Chair reminded Governors that she will be standing down as Chair and Governor in Spring 2023 and is keen for there to be a smooth transition. She encouraged anyone interested in becoming Chair to contact her to discuss.	
5.2	Safeguarding Governor There will also be a vacancy for the Safeguarding lead governor role. This is a required role. The Chair urged anyone interested to speak to her.	
5.3	Committee Membership It was agreed that JB will be Chair of the Curriculum and Standards Committee; PQ will be on both the Curriculum & Standards and Staffing, Finance & Premises Committee; CL as H&S Governors will be on Staffing, Finance & Premises Committee.	
6	HEADTEACHER REPORT	
6.1	The HT report was circulated in advance of the meeting. The following issues were highlighted: <ul style="list-style-type: none"> Free School Meal (FSM) numbers have increased from 40-70 since October. This includes a number of Ukrainian children who have joined the school. FSM children attracted Pupil Premium payments so will have a positive financial impact but many of these children do require additional support Covid Cases – there has been an increase in cases in the summer term and staff absence has also increased. The school has maintained year group bubbles and other measures; however, these are not planned to continue into the Autumn term. 	
6.2	Staffing <ul style="list-style-type: none"> Two new teachers have been appointed as well as a maternity leave cover There are four leavers at the end of term. The HT put on record her thanks to these staff for their contribution to New End. Questions What cover is in place for absences? Largely cover is internal with the HT and DHT undertaking some of the cover. Is there backfill for the HT & DHT? No, however teaching load on the SLT is a concern. Additional cover has a financial implication.	

	<p>Can classes be split or merger to limit cover requirements? Not currently due to Covid bubbles but will look at again in September.</p>	
6.3	<p>Curriculum Full assessments and testing took place during the summer term, but data will not be published this year. Initial data was received on Tuesday, and this will be reviewed fully in the Autumn term Standards & Curriculum committee.</p> <p>AG advised that the results are positive and progress scores very good.</p> <p>Question Can the results be put in on school website? Yes</p>	
6.4	<p>Finance Quarter one monitoring is currently being complete. This will be reviewed at Finance & Staffing committee prior to the end of term.</p>	
6.5	<p>Attendance The HT advised that this is a priority area nationally with an increased focus on persistent absence (less than 90% attendance).</p>	
6.6	<p>Events The HT thanked NESa for their ongoing support for the Shakespeare in Schools Project. It was an amazing experience for the children, who represented the school brilliantly. Governors who saw the performance confirmed what a positive experience it was and thanked the staff for enabling this to happen.</p>	
6.7	<p>Secondary Transfer All current Year 6 children have a secondary place for September 22 and Year 4 & 5 parents evening have been held to advise and support about the process.</p>	
6.8	<p>The Chair thanked the HT for her report and both HT & AG for all their hard work throughout a challenging year.</p> <p>Govenors also put on record their thanks to the whole staff team for their contributions during 21-22 and wished everyone a well-deserved break over the summer.</p>	
8	COMMITTEE REPORTS	
8.1	<p>Staffing, Finance & Premises Committee No meeting since last FGB. It was agreed that the last meeting for 21/22 would be on held on Wednesday 20 July, 2pm, via Zoom. Dates for 22/23 to be agreed.</p> <p>Action: Clerk to email Committee Chair with suggested timings for 22/23 meetings</p>	Clerk
8.2	<p>Standards and Curriculum Committee No meeting since the last FGB.</p>	

	It was confirmed that JB will be Chair taking over from MM. It was agreed that the first committee will be held on Thursday 15 September 2022.	
9	POLICY REVIEW	
9.1	None	
10	GOVERNORS MONITORING, DEVELOPMENT AND TRAINING	
10.1	Training	Chair
10.1.1	VZ confirmed he attended Effective Chair and Ofsted for Governors training sessions	
10.1.2	CL advised that the safeguarding training was cancelled	
10.1.3	The Chair advised that a Governor Ofsted training session has been organised on 21 July for all Governors. The Chair confirmed that she will confirm the agenda with Owen Rees, Camden Learning, and circulate to Governors for feedback. Action: Chair to circulate agenda for training session	
10.2	The HT confirmed that a Governor Day would be organised for the Autumn Term	
10.3	Governor Visits	
10.3.1	PQ, SEN Governor, advised he met with SENCO. He reported it was a very positive meeting and the SENCO outlined her action plan for the coming year. PQ advised that there is a need for parent/adult volunteers to read with children. PQ agreed to champion this with parents. It was confirmed that the ask was for a <ul style="list-style-type: none"> • Regular timeslot • Minimum 30 minutes per week • DBS will be required (school to organise) • Training will be provided The HT thanked PQ for his support with this.	
11	FORWARD PLANNING/DATES OF FORTHCOMING MEETINGS	
11.1	FGB meeting dates for 22/23 <ul style="list-style-type: none"> • 29 September 2022 • 1 December 2022 • 2 March 2023 • 18 May 2023 • 6 July 2023 All meetings are on Thursday and start at 7pm. Venue will be confirmed nearer the time.	

12.	ANY OTHER URGENT BUSINESS	
	None	

Signed: _____ Date: _____

Chair of New End Primary School Governing Body

Ref.	ACTIONS NOTED IN THE MINUTES 7 JULY 2022	Who	Completed
8.1	Clerk to suggest Staff & Finance Committee date timings to committee chair	Clerk	
10.1.3	Chair to circulate proposed agenda for Governors Training	Chair	

