

NEW END PRIMARY SCHOOL GOVERNING BODY

MINUTES OF MEETING

Date 31 January 2018

ATTENDANCE:

Linda Davies– **Chair**

Karyn Ray (HT)– **Headteacher**

Stephen Stark (SS)

Vassilis Zarifis (VZ)

Selina Skipwith (SSw)

Tony Millard (TM)

Mirit Eldor (ME)

Rachel Segal (RS)

Yaa Taylor (YT) left the meeting at 7:35pm

OTHERS PRESENT:

Nicholas Holt, School Business Manager **NH**

Carol Murphy– **Clerk**

	ITEM	ACTION
1.	WELCOME AND APOLOGIES	
	Apologise received and accepted from Mirit Eldor, Alan Girling, Helen Andrews, Stephen Buzzard & Susan Blake Nick Holt School Business Manager was also present. He was introduced and welcomed by the Chair and all the Governors.	
2.	DECLARATION OF INTERESTS IN RESPECT OF ITEMS ON THE AGENDA	
	None	
3.	NOTIFICATION OF ANY OTHER BUSINESS	
	None	
4	MINUTES OF THE LAST MEETING ON 15 NOVEMBER 2018	
4.1	Accuracy The minutes were approved and signed subject to the following amendments:	
4.2	Matters arising not else where on the agenda	

	NONE	
5	OFSTED VISIT & FEEDBACK	
5.1	<p>The Chair put on record huge thank you & congratulations to everyone for the successful outcome of the Ofsted Inspection. Special thanks to Karyn, Alan and their whole team for all their hard work.</p> <p>To have Ofsted hanging over the school for such a long time was awful and the visit was delightful. The Inspector was very challenging but the school rose to the occasion. Governors were stated in the report as being on top of everything and understood the issues.</p>	
5.2	<p>The HT put on record her thanks to all the staff and governors for all their hard work and support in achieving the positive outcome to the inspection. Also thanks to the children and their parents for their positive contribution.</p> <p>Particular thanks are to Linda (Chair), Alan (AG) and latterly Nick (NH) for their support and contribution.</p>	
6	GOVERNING BOARD MEMBERSHIP AND CONSITUTION	
6.1	<p>Constitution: The Chair advised that feed back from both Camden Learning Governor Services and from the Ofsted inspection is that the current governing body is too large and there are too many committees. The Chair and ME are meeting with Camden Learning Services to discuss reconstitution & a committee structure and will feed back to a future meeting.</p>	Chair/ME
6.2	<p>As a result of the proposed reconstitution all current and upcoming vacancies will remain unfilled at this present time. The Chair confirmed that James Eames has resigned as Governor as his child is no longer attending the school.</p>	
7	CHAIR'S ITEMS	
	Items raised elsewhere on the agenda	
8	HEADTEACHER'S REPORT, INCLUDING SEF	
8.1	<p>The HT report, along with the SEF were circulated in advance and the following areas were highlighted:</p> <ul style="list-style-type: none"> Number on roll is down and increasing numbers is a priority for the school. HT, Chair, AG & NH are looking at a marketing strategy. The falling numbers is an issue across Camden and London so this is going to present an on-going challenge. 	

	<ul style="list-style-type: none"> • Welcome to Nick, a valued new member of the team • SEF: This is the post Ofsted SEF. It has next steps rather than priorities. In the future the SEF and SIP will be combined into one document. • Finance – The position is much improved however still delicate. The current year end position is a predicted 3% surplus to be carried forward • Lock Down Drill – A drill has taken place and the children were fantastic and handled it very well. This was largely due to them all being very well prepared. Some issues & learning arose and they will be addressed. • School Closure – the school was closed on Friday 12 December due to flooding. Currently damage looks limited however there could still be some longer-term issues so the situation will continually be assessed. • Attendance and Punctuality - slight improvement on last year. Children under statutory school age are still included in the figures so when they are removed this is likely to improve further. Unauthorised absence is slightly lower. There is a clear FSM link demonstrated within the data. • Shakespeare Festive – this was incredible. Staff were initially uncertain but the experience was very positive. The performance was in the Arts Depot. Thanks to all the staff involved and the parents who supported the event. As it was so successful the school is going to request NESA funding support for this as a Year 5 event in future. The curriculum will be adapted to accommodate rather than this being an additional pressure. • Term Dates 18/19 – These have been discussed with staff. There will be one inset date at the start of Autumn, Spring and Summer term. The Summer term will end on 19 July and the remaining two insets will be worked as twilights. <p>Governors approved the term dates as outlined</p> <p>. The Chair thanked HT for her report.</p>	
9.	SAFEGUARDING (STANDING ITEM)	
9.1	The HT reported on the Fire Drill & Lockdown drill	
9.2	The HT advised there are currently 2 children on the CP register and 12 children in need (an increase in 4).	
10	REPORTS FROM COMMITTEES	
10.1	Finance & Staffing SFVS – to be completed by 31 March 2018. This will be circulated for approval via email.	

10.2	Standards & Curriculum	
10.3	ME who is chair is not present and report to the summer term FGB.	
10.4	Home School Liaison No report as not met since last FGB meeting.	
	Premises & Environment No committee	
11.	GOVERNOR'S MONITORING, DEVELOPMENT, TRAINING & VISITS	
	Raiseonline training attending	
	Need to look at the training requirements and funding for the next	
12.	GOVERNANCE	
12.1	<p>The Chair fed back from the Camden Chair's forum.</p> <ul style="list-style-type: none"> Nursery Funding is challenging going forward. Agency Costs – These are very high and the quality is often poor. The lack of readiness is frustrating. Camden is looking at the possibility of setting up something locally to support schools. STARS: Sustainable Travel – There is potentially some money available if the school achieves the GOLD award. The school currently holds the BRONZE award. <p>There followed some discussion It was agreed to move forward incrementally and initially look to achieve the SILVER award in addition the following were discussed which would support award attainment</p> <ul style="list-style-type: none"> Year 5 will be Junior Travel Ambassadors and will be presenting at assembly Having a Governor lead for this would be helpful Possibly having a local resident survey. It is likely that some of the feedback will be unfavourable. Bike training for Year 5 & 6 is booked as well as scooter training for infants <p>ACTION: Chair to send the list of activities to achieve to all Governors and for Governors to encourage parents to look at the STARTS website.</p> <ul style="list-style-type: none"> John Abbey made a speech and New End were mentioned favourably in terms of how hard & well the school and the GB has worked with particular credit for work to improve attendance. 	Chair/All Governors
12.2	<p>Governor Hub</p> <p>All governors have been emailed again log in details for Governor Hub. In the future papers will only be available on the Hub and not emailed. Anyone who has not received the email should notify the Clerk.</p>	All Governors All Governors

	Action: Governors to respond to Governor Hub email Action: Contact Clerk if email not received	
13.	DATES OF FUTURE MEETINGS	
	9 May 2018 4 July 2018	
14.	ANY OTHER BUSINESS AS NOTIFIED IN ITEM 3	
	The HT advised that there would be thank you drinks arranged for the staff as a thank you for the successful Ofsted. Dates will be circulated within the next few days.	HT

The meeting ended at 7.55pm

Signed: _____ Date: _____

Chair of New End Primary School Governing Body