

**KENTISH TOWN CE PRIMARY SCHOOL (CAMDEN)
(St Benet & All Saints)**

**PUBLIC MINUTES
FULL MEETING OF THE BOARD
26th FEBRUARY 2020 at 5.30 PM**

In attendance:

Governor Role		Name	Present
Foundation Governors (7):			
Ex Officio (1)		Father Peter Anthony	✓
LDBS (2)		Colin Reader, Chair	✓
		Shirley Skrentny	✓
PCC (2)		Jacqueline Ewers	✓
		James Farmer	✓
Deanery Synod (2)		Tom Dumbell	✓
		Nigel Palmer	✓
Non Foundation Governors (5)			
Staff (2):	Head Teacher (1)	James Humphries	✓
	Teaching Staff (1)	Karen Trussler	✓
Parent Elected Governor		Fan Yeung	X
		Rachel Wrangham Vice Chair	✓
Local Authority (LA) (1)		Fiona Lovering	✓
Associate Members (2)			
Deputy Head Teacher		Grant Jacobson	✓
Support staff member		Sarah Haag	✓
		Miriam Nadarajah	✓
Others Present (1)			
Clerk:		Pamela Ansley	✓

	PART 1 – PUBLIC ITEMS	Actions/ Date
1	Opening Prayer	
	Father Peter opened the meeting in prayer.	
2	Welcome and Introductions	

	Colin welcomed both Shirley, our new LDBS governor and Helen Ridding from the Diocese. He advised that Father Nigel and Father Peter would leave the meeting at 7pm due to Ash Wednesday services. Colin also advised that the FGM/Prevent presentation that we thought would happen in this meeting would now happen in July.	
3	Helen Ridding – Ofsted Presentation	
	<p>Helen presented the changes to the Ofsted Framework and her presentation is attached.</p> <p>Helen advised that this is a thoroughly researched framework. She went through what had changed and why and what would remain the same.</p> <p>Key points are:</p> <ul style="list-style-type: none"> • Ofsted would no longer make separate judgements on pupil outcomes. • Safeguarding would always remain in the framework. • Outstanding exemption will be removed from September 2020. • There will be a curriculum focus. <p>Governor Query: How do they choose what subject will be focussed on? Helen advised Governors that they just choose one. If it is MFL it will be a half day focus or if it is a Humanities subject it would be a full day focus. The school would receive a report at the end of the inspection with suggestions. The report is not graded.</p> <ul style="list-style-type: none"> • A transition arrangement may be applied if a subject is not completely strong but the school had a good plan in place and where on their way to being good. • Ofsted will look at what is being taught and why at that time. • There will be five deep dives throughout the inspection. They will speak to teachers and students and look at books. The deep dive topics will be agreed during the initial 90 minute conversation with the Headteacher. • The importance of the size of a child’s vocabulary was discussed. <p>A Governor advised Helen that each time our Curriculum and Monitoring committee meet we have a visit from a curriculum lead (not core subjects) to talk us through what they are teaching and carrying out Book Looks. This has been happening for a year and a half. Helen said that this was good as not many schools do this and this made it clear that we are already holding the curriculum leads to account.</p> <p>Governor Query: A Governor asked if there would be an impact on SATs? Helen advised that it shouldn’t have an impact although the teaching of all subjects across the curriculum will be key to this not happening.</p> <p>Governor Query: You are familiar with our school. How close to outstanding are we at present? Helen advised that although she is familiar with the school it would be our ability to articulate the teaching of subjects across the years that would count in inspection.</p>	

	<p>Helen also advised that teachers would need to be able to articulate that they know what has been taught in previous years in order to build on their pupil's learning. This could be something that curriculum leads could pass on to teachers so that they are aware.</p> <p>Governor Query: Curriculum Maps. How do we balance up the prescriptive approach and scope for teachers to choose what they teach? Helen advised that teachers can choose to deviate from the Curriculum Map so long as the curriculum is covered. So long as key skills are covered this would not matter.</p> <p>Governors thanked Helen for her time and she, Father Nigel and Father Peter left the meeting.</p>	
4	Apologies and introductions	
	<p>Colin invited Shirley to introduce herself to the Board. Shirley advised that she was our new LDBS Governor. Shirley does a lot of work with her church, bereavement and mediation support. Her four children attended the school and she was also heavily involved with the PTA when she was a parent. All members of the board then went on to introduce themselves to Shirley.</p> <p>No apologies were received.</p>	
5.	Declaration of Interests	
	None.	
6	Minutes/Matters arising	
	The Chair asked if anyone had any comments on the minutes of the last meeting. No comments so the minutes of the meeting were agreed. All significant matters arising were on the Agenda.	Action: Minutes of the last meeting where agreed.
7	Criteria 5 Admissions	
	Colin asked the Governors if they agreed to formally approve and determine the Admissions Criteria. Sarah advised that we have consulted on these and have received no comments. Governors determined the Criteria and Sarah would send these to Penny Harvey at the Diocese. Sarah advised that we did not have to consult on these for another 7 years and it was noted that we have agreed to look at the criteria at the first meeting of each year to ensure that they are still appropriate.	Action: Governors formally determined the Admissions Criteria.
8	SFVS Approval/Questions	
	<p>Colin advised Governors that this document was basically a self-audit and asked if any Governors had any questions about this document?</p> <p>Governor Query: A Governor queried the spend on other staff costs as a percentage of total expenditure? Highest 10% of schools? Colin advised that although this looks high this is not a good representation as it relates to after school club salaries and does not sit on the same line accounting wise as the income that helps pay for it.</p> <p>Governor Query: Budget. A Governor was concerned about the whole Governing Body having little financial oversight of the budget as the responsibility for the budget detail sits with Resources Comm. This</p>	Action: It was agreed that there would be a Finance Update emailed to Governors prior to each FGB meeting.

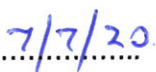
	<p>Governor was concerned that if any financial mismanagement should happen then they would not be aware. This Governor stated that she did not understand the budget. A Governor from the Resources Committee advised that this is how our committee structure works and that smaller groups of people with relevant expertise in that particular area are designated to specific committees. They advised that Sarah (SAO) puts together the budget along with Colin (CoG) and that this is regularly discussed in detail at Resources Comm.</p> <p>The Headteacher at this time reminded the Governing Board that any Governor is welcome to attend any meeting within the committees should they wish to and invited said Governor with the query to come along to a Resources Committee meeting. This invitation has previously been extended to the same Governor.</p> <p>The Governor informed the Board that although they had no concerns at present, times are obviously getting tighter and requested that a Finance Update be sent out to the Board prior to the FGB meeting so that Governors had time to look at it and ask questions at the meeting if they had any. This was agreed.</p> <p>Colin asked if all Governors were in agreement to determine the SFVS. All Governors present agreed.</p>	
9	Finance Update	
	We would come to this later on in the Confidential Items.	
10	SDIP	
	<p>James gave Governors an update on the SDIP in broad strokes.</p> <p>SIAMS Inspection – this was successful. We achieved Good with exceptional collective worship.</p> <p>Review of the curriculum – this was a big piece of work. We have decided to do a STEAM Project (Science, Technology, Engineering, Art and Maths). Each class have a STEAM topic and the children will enjoy doing this. He advised that some areas of the curriculum are engaging and some areas still need work but we have made a really good start. This will probably take 2 years to complete.</p> <p>Teachers took part in an Art and DT INSET in January designing and making puppets – using DT skills. This threw up some interesting findings that will help when the children come to do the project.</p> <p>MFL – Progression? - James will touch more on this in July, following a planned “deep dive” in summer term 1.</p> <p>Phonics and RSHE were referred to in the Head’s Report.</p>	
10	Solar Panels	
	James F advised that PUNL had been back in school again scoping out the work. There is a budget in mind and James H confirmed that the school would face no business rates. We need to meet with Steve White from the Diocese. Jacqueline has drawn up a board approach to environmental incentives not just technical. James H advised that the structural engineer was in during half term and although progress is being made it is unlikely to go ahead at Easter as planned but this was not a problem as it could possibly happen while the children are in school.	

	<p>Governor Query: Maintenance costs. Have these been factored in? Yes they have. PUNL are going to project manage installation and we will have final figures before the next meeting.</p> <p>Governor Query: Camden (through available grant funding) are paying half so how are we funding the other half? James F advised that we will have a clear plan on funding once we get the costs.</p> <p>Governor Query: Planning application. How was this funded? James F advised that the planning application was funded by a parent (architect).</p> <p>Governor Query: Climate Change Guidance. Did we have any feedback from parents regarding this matter? James H advised that there had been no other applications for leave and that we had done more in school, assemblies etc.</p>	
12	Heads Report	
	<p>Colin asked if there were any comments/questions on the Head's Report.</p> <p>Governor Query: Regarding our carbon footprint. The charging point in the car park - is this going ahead? James H advised that this was something that was mentioned but would not be happening. There are plans by Camden to put two charging points in Frideswide Place so ultimately this is not necessary. Governor advised that this was a good move as there may have been implications on a workplace member having to pay a levy if they had use of a charging port.</p> <p>A Governor mentioned that the school will be appointing Green Champions in school to attend to the softer items on our climate plan.</p> <p>Caterlink were also going to come to our meeting on 7th July to show how they are becoming more sustainable.</p> <p>Governor Query: Excluded child. Is this the same one as before? No this was a different child. James H advised that we had the complete support from the parent and there had been no re-offence. The strategies had worked well. Grant advised that he had seen some of the child's work today and it was really good and he also appeared happier. James H advised that when a child is excluded this information is recorded on Integris. This in turn flags up to Robson House and as a result they get in touch to see if we need any additional help.</p>	
13	Questions relating to the Minutes of Committee Meetings	
	<p>No questions. A Governor commented that they thought it was shocking that we lost funding due to achieving extra CLIF funding to help provide for two children with extra needs. James H advised that we had managed to get some of this funding back and that he had raised it with the Local Authority.</p> <p>A Governor asked whether or not there was anything on the horizon about the Local Authority recommissioning the Hubs? James H advised that he would check with LA and confirm.</p>	
14	Governor Training – feedback and upcoming courses	
	<p>James H reminded Governors that there is a great training offer from both the LDBS and Camden Learning. James H advised that the teaching of RSHE will be a statutory requirement in schools from September and there would more discussion on this going forward as it was up to Governors to</p>	

	<p>determine how much of any particular element of the RSHE curriculum is taught in our school.</p> <p>James H asked Governors to email him or Colin if they had any suggestions about what else they would like covered on Governor's Day in July.</p> <p>A Governor suggested Helen McNulty (Trainer with Camden) or Karen Flanagan from SEND in Camden be invited.</p>	
15.	CONFIDENTIAL ITEMS	
15.	<p>Restructure of the TA Team - In order to bring the budget back in line it was necessary to do this.</p> <p>Some posts were ring fenced and the general body of the remaining staff were in scope for restructure. We asked for interest in voluntary redundancies and the response was good. This meant that we no longer needed to do a formal restructure and no interviews for the remaining jobs were needed. People had enquired and we have lodged a formal business plan with Camden (as they will be paying the redundancy money). It was likely to be agreed and staff will leave by the end of July if not sooner. There was one member of staff who is in the pension scheme. This will cost the school around £16-£17,000 but this can be paid over three years.</p> <p>Obviously the needs of the children will need to be managed with less people.</p> <p>James H advised that we have also had two members of staff hand in their resignation and they will be leaving this Friday (28th February).</p> <p>We have four children in Year 6 with an EHCP who will be leaving us this year but we have more coming into EYFS.</p> <p>James H advised that he would be writing to the staff concerned and then he will write to the parents. He asked for Governor support in order to manage the news when shared with parents.</p> <p>KS2 SATs – James H advised Governors that at the time of our next meeting we would be in possession of the KS2 SATs results and he wanted to give Governors the heads up about the likely achievement. The current Year 6 cohort are very complex socially, emotionally and academically. The likely achievements will be lower than in previous years with around 74% achieving the expected standard in reading, 74-75% in maths and around 80% in writing. He advised that these estimates are conservative – outcomes could be higher or lower than these predictions.</p> <p>To give Governors some context:</p> <p>9 children in Year 6 have had CAMHS support (challenging as this is 1/3 of the class) 5 are subject to CIN/CP proceedings It is a boy heavy cohort 4 children with an EHCP and 36% of the children are Ever 6.</p> <p>The class has two teachers every morning and they have a very good TA team. There are no concerns about their offer. He also advised that it will be progress data that counts and that they were the first class to sit the new assessment program at KS1. Lots of interventions have been</p>	

	<p>happening. There are also Easter Booster classes planned and there have been Maths mentors and Year 6 breakfast club.</p> <p>Governor Query: To what extent has behaviour impacted on the class? James H advised the behaviour for learning can be unfocussed in class but it is not significant. The exclusions that happened in Year 6 (2 x ½ days) were due to playground behaviours. There are also attendance issues for specific children.</p>	
16.	Date of next meeting	
	7 th July 2020 @ 4pm	
	The meeting ended at 8pm	

Signed..... 

Date..... 

Colin Reader,
Chair of Governors Kentish Town CofE Primary School
(St Benet & All Saints) Governing Body

