



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

**PUBLIC MINUTES  
FULL MEETING OF THE BOARD  
14<sup>th</sup> OCTOBER 2020 at 5.30PM**

In attendance:

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

	PART 1 – PUBLIC ITEMS	Actions/ Date
1	Opening Prayer	
	Father Peter opened in prayer.	

<b>2</b>	<b>Apologies</b>	
	None.	
<b>3</b>	<b>Declaration of Interests</b>	
	The Chair asked Governors present to complete the Register of Interests form and hand them back to the Clerk.	
<b>4</b>	<b>Election of Chair and Vice Chair</b>	
	The present Chair asked Governors present if we could leave the election of the Chair and Vice Chair until the next meeting as some posts are being vacated and filled before the next meeting. All those Governors present agreed.	<b>Action: Election of Chair and Vice Chair to take place at the next meeting.</b>
	Marcia was invited to speak about the RSE Policy so that she could then leave the meeting.	
<b>5</b>	<b>RSE Policy</b>	
	<p>Marcia explained to Governors present that the Government has now made it law to teach Relationship and Sex Education in schools. The policy focuses on relationships which is the statutory part of the policy. Sex Education was not statutory and parents can withdraw their children from this part of the curriculum. Marcia advised that there was a copy of the Summer Plan for Year 6 on all the tables so that Governors may see what this covers and it is included within the documents of the meeting.</p> <p>There will be a consultation period which will take the form of an information sharing process. James advised that Camden are leading on this and that all schools are rolling it out at the same time. We will be compliant by July.</p> <p>GQ: Are we expecting parental unease? James advised that there is the potential for this as was the case in the south of the borough. James advised that culturally children's parents can teach them at home but they need to learn about the law and how to function as citizens of Britain, and this is what we aim to teach them. He also advised that whilst we do sometimes get parents who wish to withdraw their children from worship etc this rarely happens.</p> <p>GQ: What about illegal substances – this does not appear to be mentioned in this policy? James and Marcia advised that this appears in the PSHE policy. These two policies sit side by side. James advised that both these policies are now within the inspection criteria and so it is very important that they do not slide.</p> <p>Governors present approved the RSE policy and thanks were extended to Marcia who has led on both these policies and has done a very good job.</p>	<b>Action: The RSE Policy was approved.</b>
<b>6.</b>	<b>Minutes of the last meeting and matters arising</b>	
	Point 9 – this point was clarified and James H advised that the funding has now been received. All Governors present agreed that the minutes were an accurate record of what was discussed.	<b>Action: Minutes of the last meeting were agreed.</b>

<b>7.</b>	<b>Governor Summary</b>	
	Colin advised that this had been circulated prior to the meeting and was a snapshot of our school. He advised that the only difference from last year was that there was no data to share.	
<b>8.</b>	<b>Code of Conduct</b>	
	This document was accepted as our Code of Conduct.	<b>Action: Code of Conduct approved.</b>
<b>9.</b>	<b>Membership List</b>	
	We have a PPC vacancy as James F had resigned to focus more on his company. The Chair also asked everyone to check the information that we hold for them and let the Clerk know of any changes.	
<b>10.</b>	<b>Governor Training</b>	
	James H advised that we are very fortunate to have three options open to us for training. We had the LDBS, Camden Learning and James H had also signed up to the National College Training Package and he would circulate the information on this to Governors.	<b>Action: James H to circulate the National College Training Package details.</b>
<b>11.</b>	<b>Solar Panels</b>	
	The solar panels have now been installed, they have been switched on and they were working. There was a slight issue with them in the summer when they were hit by a lightning strike. 10% of the final cost has been withheld until all the little issues had been sorted out. The LED display has some technical issues as well with the IT but this was being dealt with. Camden are going to use us as a case model to showcase the panels to other schools wanting to take part in the scheme. Thanks again to James F for all of his help with this project.	
<b>12.</b>	<b>Finance Update/Nursery Funding</b>	
	Colin advised that six months into the budget and the actual looks nothing like the budget but we were confident that it will be how it should be at the end of the financial year. There were expenditures in the budget that were not being spent due to the pandemic and others that were extra due to the circumstances but it should all even out in the end.  Nursery funding – as you are aware we do not charge for our Nursery places. Funding has been hit this year with a loss of £16,000 down on last year although what we are getting does cover our costs. It was proposed that we carry on not charging the parents as currently our Nursery is full and it helps to keep the Reception class full also and parents are happy at our school and do not want to leave.  GQ: Do we send out this information to parents? Do they know that they are getting the extra hours for free when other schools charge? Sarah advised that they probably don't realise that they are. Discussion followed that it would be a good idea to produce a carefully worded letter to send to nursery parents asking for a contribution towards their extra 15 hours and James H would look at this with Sarah.	<b>Action: It was agreed that we continue not to charge for Nursery.</b>  <b>Action: James H and Sarah to word a letter to parents in this regard.</b>
<b>13.</b>	<b>Headteacher's Report</b>	

**The Headteacher's Report:** This had been circulated prior to the meeting and the Chair asked if there were any questions? There were none.

**Safeguarding Plans, future plans and catch up premium:** Grant, Miriam and Emma gave their presentations of how things have gone with the Recovery and Catch Up of the curriculum. (These presentations are attached).

Grant advised that the older children in the school had been asked to take part in a wellbeing survey and children were really happy to be back at school and on the whole were worried about going back into lockdown. One main thing seemed to be that they were still struggling with getting up in the mornings. James H advised Governors that Year 6 seemed particularly worried about going back into isolation.

GQ: How do you respond to this? James advised that he keeps it light but is direct with them, reassures them but also explains that it is inevitable that it may happen again.

James advised that the children all have staggered play times and that lunch times are amazing now. There was a two-hour lunch service which both he and Grant have been supervising and it is more structured and efficient. Children are enjoying the time that they have to eat lunch and as a result there is less wastage and children are eating more. This has impacted on behaviour as this has also improved.

GQ: Is it sustainable this two-hour lunch service? Grant advised that it was important that the children had this time to eat lunch, staff also needed to have breaks and this was the only way to do this at the moment due to class bubbles/staff shortages etc.

QQ: Is it nice to hear how much the children have missed school? It would appear that there is a new appreciation for the teachers? James replied that it did feel very rewarding. The children are really enjoying lessons and it was challenging to do everything in a different way.

GQ: What about the impact this has had on children? James advised that no teachers felt that the impact had been massive on the whole and that they were carrying on where they had left off really. The children were a little bit further behind than they should be. There had been lots of progress in writing and English and the least progress had been in maths and reading.

Grant advised that the children finding it hard were those with SEN, behavioural needs and those from a FSM background that did not engage in the remote learning/zoom calls.

GQ: What will be most helpful to them going forward? Grant replied that one to one tuition, phonics, routines and uninterrupted learning will be of the most benefit to these children. He advised that in Year 1 you could really tell that the children had missed the third term of Reception class. More than normal support was needed in Year 1 at the moment.

At this point Emma spoke about Assessments.

Emma advised that assessments have been done and so far the children were judged as either being the same as they were or better than before. Emma advised that the KS1 Phonics test will happen in December and that reading will increase to twice a day after the half term break.

	<p>GQ: How long will the catch up process take? Emma advised that it was impossible to say as all children are different. Prioritising gaps will speed up this process and funding had been applied for and received. The money will be used to provide tutoring to the children by the school staff as they are familiar with them and what their needs are and this will benefit them more than someone coming into school fresh.</p> <p>Grant advised that UCS students have offered to do some Maths tutoring via Zoom.</p> <p>GQ: What about their social progression? Emma advised that it did not seem to have an impact on them socially – they were all just so happy to be back in school.</p> <p>Miriam then gave her feedback from the ARB to the Governors as per the slide attached.</p> <p>Miriam advised Governors that staff teams without exception have been so positive.</p> <p><b>School Improvement Plan:</b> This was agreed by all Governors present.</p> <p><b>Standards Meeting:</b> James H advised that this meeting had happened via Zoom with Marion Hunter and the focus had been on safeguarding during lockdown. James would share the letter with Governors after the meeting as it had only come through just before the meeting started.</p> <p>GQ: Will the focus continue to be on wellbeing? James advised that it would as teachers who are unwell cannot teach and children who are unwell will not learn.</p>	<p><b>Action:</b> Governors agreed the School Improvement Plan.</p> <p><b>Action:</b> James H to forward the standards meeting letter to Governors.</p>
<b>14.</b>	<b>Questions regarding the Committee Meeting Minutes</b>	
	No questions. The minutes were all agreed.	
<b>15.</b>	<b>Approval of Policies</b>	
	As the Appraisal, Pay and Child Protection Policies were all standard policies set by either the LDBS or the Local Authority these were all agreed.	<b>Action:</b> The Appraisal, Pay and Child Protection policies were all agreed.
<b>16.</b>	<b>Admission Criteria 20-21</b>	
	The Admissions Criteria was discussed as was agreed that we would do so at the last FGB meeting although it was decided that there would be no action taken on this at the moment.	<b>Action:</b> None to be taken at the moment.
<b>17.</b>	<b>A.O.B.</b>	
	We revisited the Solar Panel subject in order to say a massive thank you to James Farmer for all his work and contribution towards getting this project off the ground.	
<b>18.</b>	<b>CONFIDENTIAL ITEMS</b>	

	The Chair thanked everyone for coming and the meeting ended at 7.34pm	
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Signed.....*Colin Reader*.....

Date.....*5/3/2021*.....

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