



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

**PUBLIC MINUTES
FULL MEETING OF THE BOARD
28TH NOVEMBER 2018 at 5.30 PM**

In attendance:

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

	PART 1 – PUBLIC ITEMS	Actions/ Date
1	Opening Prayer, Welcome and Apologies for absence	
1.1	Father Peter opened in prayer. Gill Dale-Skey was unable to make the meeting and had sent her apologies. Father Peter advised that the meeting would take a different structure to that of the Agenda as we would try to get through the majority of it before our SIAMS presentation.	

2	Declaration of Interests	
2.1	None.	
3	Minutes of the Previous Meeting	
3.1	These minutes were adopted as an accurate record of the meeting.	
4	Matters Arising	
	<p>6. The School Development Plan was now on Governor Hub.</p> <p>8. James Farmer's membership will be renewed by the PCC at the next PCC meeting.</p> <p>Father Peter advised that there would be three items of AOB. Terms of Reference, Signatories and Criteria for Admission and these would be dealt with now.</p> <p>Terms of Reference James advised Governors that the Terms of Reference basically sets out the make-up of our Governing Body and the Governing Body functions. James advised Governors that they needed to adopt the Terms of Reference and asked if they were all happy with those circulated. A Governor asked was the responsibility for adhering to the terms with the committees. Yes it was. James said that this was very clear. Governors were all happy with the Terms of Reference and they were duly adopted.</p> <p>Signatories James asked Governors if they were happy for Daniela Rader (ex-assistant head) to be removed from the signatories and Ed Taylor (new assistant head) to be added. The Governors present were all agreed.</p> <p>Criteria for Admission There were no changes proposed to the Admissions Criteria but we needed to determine (approve) them. All Governors agreed that they were happy with this document. Sarah advised that next year we will have to formally consult on our admission arrangements. There are various organisations that we have to send our criteria to during this consultation period and whilst we accept and are happy to look at comments from everyone we are under no obligation to change anything.</p> <p>A Governor asked whether there was any onus on parents to divulge all information regarding their children to the schools they apply to and James advised that they do not have to tell us anything they don't want to.</p>	<p>Action: Terms of Reference were adopted.</p> <p>Action: Governors agreed to this and Father Peter and Pamela Ansley signed the forms.</p> <p>Action: Governors were happy to determine the Admissions Criteria.</p>
5	CONFIDENTIAL ITEMS	
6	Questions regarding the Head's Report	
6.1	<p>Father Peter asked if anyone had any questions on the Head's Report.</p> <p>There was discussion around the recent fining by the Local Authority of an ex-parent for historical non-attendance of their child at school. It was noted how sad it is that children miss out on so much of their education over the years when they are persistently absent. James H advised that</p>	

	<p>in January they would be setting targets for all Year 6 children with a plan to help them achieve well by the end of KS2.</p> <p>A Governor asked whether or not it was possible to get parents to come in and talk to staff about attendance? James H advised that some will engage and work with us and some won't.</p> <p>A Governor asked if parents are ever visited at home about attendance? James H advised that this does not happen as parents would feel that this was an invasion of their space. James H advised that we could offer the following to help get children into school, ie pick them up if there was a specific reason why the parent could not leave the house, buddy up with another family for the child to walk to school with and offer breakfast club.</p> <p>A Governor asked if we know the main reasons why children miss school? James H advised that there could be a variety of reasons which may include health problems, parental mental health and resilience. He also advised that the problem with non-attendance at school was only a handful of families.</p> <p>A Governor asked about the SDIP and what is the mechanism by which we do this. James H advised that this would take the form of bringing questions to both Committees and Full Governing Body meetings.</p>	
7	Questions relating to the Minutes of the Committee	
7.1	<p>Curriculum and Monitoring – no questions.</p> <p>Resources – a Governor asked for clarification on whether or not Summer Club ran at a loss. James H advised that it did not run at a loss as some bookkeeping had to be done internally to account for the attendance of some of our disadvantaged children.</p> <p>CFC – A Governor commented on how the mapping of SMSC would fit in quite well with our presentation later in the meeting.</p> <p>Fan and James F joined the meeting at 6.05pm. Mary Thorne arrived at this point also.</p>	
8	SIAMS Presentation – Mary Thorne – LDBS Advisor	
8.1	<p>Mary Thorne delivered her presentation which is attached. Mary Thorne advised the meeting that one of the reasons for this new SIAMS schedule from the Church of England was to maintain Christian distinctiveness within its schools.</p> <p>Mary outlined some examples of vision journeys that she had been on recently with other schools.</p> <p>A Governor asked who are the visions written for and how do we use them. Mary advised that the main strapline is for the children to use and the main body would be how teachers/leaders enforce the vision.</p> <p>There was discussion around the inclusion of all of our community in this vision. It was asked if being profoundly Christian in our teaching is divisive how should we go about this in the creation of our new vision. Mary advised that it was difficult but that we would need to find a Christian teaching that is broad enough to include our whole community.</p> <p>Father Peter advised the meeting that the visions from other schools had prompted him to create in his mind what we needed to do. He advised</p>	

	<p>Governors that he felt that this was a big task and it would need to be undertaken delicately.</p> <p>Some Governors felt that change was not needed and that the vision was fine. Mary advised that there needed to be some theology attached to the vision in order for it to comply with the new SIAMS Schedule. We could still have our strapline of Hope – Equality – Love we just needed to quantify it with text from the bible or parable.</p> <p>Mary then ended her presentation and Father Peter thanked her for coming along to talk to us.</p>	
9.	Date and time of the next meeting	
	13 th March 2019 at 5.30pm.	

Father Peter thanked everyone for attending and closed the meeting at 7.37pm

Signed.....*Peter Anthony*.....

Date.....13.12.18.....

**Father Peter Anthony,
Chair of Governors Kentish Town CofE Primary School
(St Benet & All Saints) Governing Body**