



**KENTISH TOWN CE PRIMARY SCHOOL (CAMDEN)**

**PUBLIC MINUTES  
FULL MEETING OF THE BOARD  
25<sup>th</sup> FEBRUARY 2021 at 6.00PM**

In attendance:

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

	<b>PART 1 – PUBLIC ITEMS</b>	<b>Actions/ Date</b>
<b>1</b>	<b>Opening Prayer</b>	
	Father Peter opened in prayer.	
<b>2</b>	<b>Apologies</b>	

	Shirley may be late to the meeting. Both Fan and Father Peter needed to leave at 7pm for other meetings.	
<b>3</b>	<b>Election of Chair and Vice Chair</b>	
	The Clerk advised the meeting that Rachel and Colin had both indicated that they were willing to carry on in their roles of Chair and Vice Chair. Due to the circumstances around the current pandemic an email had been sent prior to this meeting to ask Governors to confirm if they were happy to re-elect Colin and Rachel. Governors had unanimously agreed to this and they were re-elected.	<b>Action: Colin and Rachel were re-elected.</b>
<b>4</b>	<b>Minutes of the last meeting and matters arising</b>	
	There were no questions regarding the minutes of the last meeting and these were agreed.	<b>Action: Minutes of the last meeting were agreed.</b>
<b>5</b>	<b>SFVS and 3 Year Budget</b>	
	As we are now having a formal meeting can we agree that we are formally going to ratify these documents. There were no questions regarding the SFVS or the 3 Year Budget and both were formally agreed by the Board.	<b>Actions: Both documents were ratified.</b>
<b>6</b>	<b>Heads Report</b>	
	<p>A Governor commented to the Board that they thought the report from Camden Learning related to our school remote learning offer was great. They also asked about the Catch up Program and where the staff would come from to practically undertake this programme? Are we intending on using existing staff – she was worried about piling more pressure onto the staff. James advised that we did not have to use the Catch Up funding for tutoring and he has asked staff to begin to think about what they feel the children will benefit most from and we will firm up those ideas when they come back into school. Karen will move back into her Pupil Premium role but will not carry out any more than her usual work load. We will also have Emma Secher (Y6 tutor) back in school (for two days a week instead of one) once her children return to their school. James also advised that he has recruited the help of an ex-deputy head that he knows to do some tutoring for us also. James advised that he was keen to have people he knows are good teachers and that are familiar with our school rather than outside agencies. There is another part to the Catch Up funding called the National Tutoring Program. James has mixed thoughts about this – it is subsidised and delivered remotely and we would have less control over the quality of the people who will deliver it. It would also mean more screen time for the pupils.</p> <p>6.15pm - At this point JE joined the meeting.</p> <p>James advised that there was an opportunity which he was exploring to create the role of an Academic Mentor but he was not sure if we met the criteria in terms of our deprivation factor. It is more of a learning mentor role but is heavily subsidised.</p> <p>The Vice Chair thanked James for the report – encouraging to know everything is going well. She also thanked the staff for everything they are doing during such a difficult time and enquired where we were with staff vaccinations? James advised there is currently no official plan to vaccinate all teachers but that some have been vaccinated as they have fallen into various categories that were top of the list. It seems to vary</p>	

	<p>depending on practice to practice and area to area. He also advised that Georgia Gould(Leader of Camden Council) is lobbying for school staff to have the vaccine but we are waiting to see what will happen.</p> <p>The Vice Chair also asked the question regarding the mental health and physical health that has been impacted massively during the lockdowns and on speaking with other parents with younger children have in fact become isolated and completely forgotten how to be social and even play together. What plans/proposals have been put in place to help deal with this? James advised that it was very important that this be dealt with and he has already met with Coach Chloe and she has prepared her first draft of the Sports Premium Plan for 2021-2022 and this includes initiatives above and beyond what we would normally be doing. This will be available for our next meeting in March. James advised that play will be a big feature when the children return. James advised that the plans for the return to school across the country are very different – some areas are talking about gap plugging, testing etc. Lots of Camden Heads are talking more about the socialisation, routine, healthy play and not focussing completely on academic Catch Up.</p> <p>GQ: A Governor asked for a reminder of how many cases we have had post-Christmas? James advised that there had been no cases since lockdown within the pupils. Some staff had Covid but this was during the Christmas break and immediately after Christmas so no isolating of bubbles was needed. Was there any change in the guidance? James advised that according to CIPH guidance has remained the same.</p> <p>GQ: CP/Safeguarding issues discussed at the Curriculum meetings and you mention it in your Head’s Report about access to support and guidance from Camden that has not been readily available – at what point do we raise a formal complaint regarding this? James advised that he has already done this and as a result a case was immediately escalated to a CP Network Check.</p> <p>GQ: On a case by case basis this is good news but what about a collection of concerns to present them back. James also advised that due to the pandemic, thresholds have been revised and raised and the Primary Heads Consultative have collectively raised this with the local authority.</p> <p>6.35pm - SS joined the meeting.</p> <p>GQ: Parents are very excited about school re-opening. What do we think our main challenge will be? James advised that it was a very different story now to when we re-opened in June. Staff feel reassured. We have lateral flow tests available and they are doing these twice a week. Vaccinations are helping confidence as well. The sheer grind of working under these circumstances is exhausting and we need to be mindful of this. The children will be re-establishing routines and relationships. Many may have issues around trust and they may feel betrayed by the fact that we have sent them home so often. He also felt that re-engagement of the parent body may be tricky from a distance – this sort of thing is so much easier when your parent body is in school.</p> <p>Governor Comment: If there is anything that we as Governors can do to help re-engage the parent body then please do just let us know. James thanked them for this. One Governor asked if there could be a social event organised once we are able to do so. James confirmed this would be looked at as soon as the guidance will allow.</p>	
7	<b>Return to school/Catchup plans</b>	

	<p>James was confident that the children will be thrilled to come back to school and he felt that we would be going back to where they were in the Autumn Term. The positivity of the children when they came back to school in September was overwhelming.</p> <p>GQ: Some children made good or better progress during lockdown and some may not have engaged at all – this will have led to a hugely divergent range of abilities. How are our poor teachers going to manage this difficult task? One of the things that James will be doing is going through with teachers some key points that will support children coming back into school and picking up key skills moving forwards. This will happen on March and April. 1:1 tuition and interventions will help but the key thing will be quality teaching.</p> <p>A Governor commented that she has been in school throughout the whole lockdown with 16 children in her class and she can confirm that there is a huge range of abilities and indeed a lot of zigzagging around the curriculum. One thing that they will look forward to when everyone is back in school is the cross referencing and conversations with colleagues. I'm missing talking things through with colleagues.</p> <p>A Governor asked in the same way that children who have been at home will be readjusting coming back to school how will we be preparing those vulnerable children in school to adjust to having the whole class back in? James advised that moving forwards there will be all sorts of things that we will have to look at. All children will be learning to learn again, getting into routines and re-establishing relationships and it was not something that we could not deal with.</p> <p>GQ: Trips etc. How will we begin to think about trips? Children love these events and how will we begin to think about this? James advised that Paris and Foxlease types of trips are going to be a long way off. In the Autumn we had made some small steps and had guests coming in socially distanced and I have booked a socially distanced World Book Day celebration for the children. Risk assessments will be done and trips outside and to the heath will happen soon.</p> <p>GQ: Has the Government provided an adjusted curriculum for schools to follow for the rest of the year as to what they expect? James advised that he did not think that the Government or Ofsted are going to be looking at the curriculum too closely. Ofsted have said not to strip it back to English and Maths and Arts/PE and play are very much on the agenda. He advised that the Local Authority are also very progressive and supportive.</p>	
<b>8</b>	<b>Questions on the Committee meetings</b>	
	<p>A Governor reported back on attending the Diversity training that Camden ran recently. One of the key points she took away was that in order to increase the diversity of governing board we should go looking for the people we need and not wait for them to come to us and the places to look. Really consider the skills and also the profile of people we would like to see on our board should another vacancy arise. Another Governor agreed but felt that the structure of our board meant that we could not do this. The Governor who attended the training had specifically asked that and they specifically advised that we should be reassured that there was content in the diversity training which stated that there was a series of ways we could go about this.</p> <p>A Governor who had recently relocated outside of London felt it was difficult to have that feeling of connection with the school and with this particular reason in mind and they had been putting out the feelers within</p>	<p><b>Action: James/ Jacqueline and Fr Peter to see follow up on this after the meeting.</b></p>

	the Church for a possibly replacement from our afro - Caribbean community. Timing has not helped with this. Jacqueline, James and Father Peter to follow up on this after this meeting.	
<b>9</b>	<b>Policy Approvals</b>	
	<p>Race Equality Policy and Equalities Plan and Scheme – A Governor pointed out that there was a gap where the named Governor should be named in the Scheme. James advised that someone needed to take responsibility for this aspect. GQ: What committee does it sit best with? James advised that it sat best with CFC. Fan volunteered to be this Governor. Thank you Fan.</p> <p>Admissions Criteria PD Base – Colin advised that this document was necessary as a starting point when considering cases that are sent to us for admissions from the SEN Department at Camden.</p> <p>Admissions Criteria 2022/23 – Colin advised that although we discussed this at the first meeting of the year in October and decided that we were not going to change them we still have to formally ratify the document. All Governors present agreed to ratify this document.</p> <p>A Governor asked the question how over the last year of Covid and churches being closed how can parents evidence church attendance for their applications? Father Peter advised that they have been given a legal exemption during lockdown and do not have to prove attendance. Father Peter advised that before he leaves the parish he will speak with the church warden so that they know how and when to do this. Sarah advised that she has two forms for Reception from Father Peter and two forms from other churches that she needs to check. James asked Sarah to double check these forms with Penny Harvey particularly the ones from other schools.</p>	<p><b>Action: Race Equality Policy and Equalities Plan and Scheme were approved.</b></p> <p><b>Admissions Criteria PD Base – approved.</b></p> <p><b>All Governors present agreed to ratify the Admissions Criteria.</b></p> <p><b>Action: Sarah to double check the forms for admission.</b></p>
<b>10</b>	<b>A.O.B.</b>	
	<p>A Governor asked if they, as a body, wanted to say thanks again to staff. Could Karen and James give them an indication of what to do and when as your next INSET day in April seems too late. James advised that he has put in another INSET day on 5<sup>th</sup> March to help get staff back in the building and prepare for the children’s return and that a letter/card similar to last time would be appreciated.</p> <p>A Governor asked whether an issue related to a leaving staff member had been resolved? Chair advised that the time period for an appeal had passed and that no action had been taken.</p> <p>Fan and Father Peter left the meeting.</p> <p>It was suggested by the Headteacher that the flexible working policy be reviewed by Governors. When reviewing any application for flexible working, school staff are always implementing the policy of the board.</p> <p>The Chair pointed out that staffing decisions are operational and are therefore the responsibility of the Headteacher.</p>	<p><b>Action: Governors to prepare something for staff for the INSET day on 5<sup>th</sup> March.</b></p> <p><b>Action: Flexible Working Policy to be reviewed at Resources and further discussion scheduled for a future FGB meeting.</b></p>
<b>11</b>	<b>Next meeting</b>	

	17 <sup>th</sup> March 2021 at 5.30pm	
	The Chair thanked everyone for coming, wished the staff all the best for the 8 <sup>th</sup> March and the meeting ended at 7.16pm	

**Signed**.....

**Date**.....

**Colin Reader,  
Chair of Governors Kentish Town CofE Primary School  
Governing Body**