



KENTISH TOWN C of E PRIMARY SCHOOL

**Excellent Teaching, Excellent Effort, Excellent Progress:
Every Child, Every Lesson, Every Day**

Love – Equality – Compassion

**PUBLIC MINUTES
FULL MEETING OF THE BOARD
12TH OCTOBER 2022 at 5.30PM**

In attendance:

Governor Role		Name	Present
Foundation Governors (7):			
Ex Officio (1)		Father Guy Willis	✓
LDBS (2)	Colin Reader, Chair		✓
	Shirley Skrentny		X
PCC (2)	Fan Yeung		✓
	Rachel Wrangham		✓
Deanery Synod (2)	Gaby Chan Stroud		✓
	Nigel Palmer		✓
Non Foundation Governors (5)			
Staff (2):	Head Teacher (1)	James Humphries	✓
	Teaching Staff (1)	Karen Trussler	✓
Parent Elected Governor	Ellie Besley-Gould		X
	Graeme Caul		✓
Local Authority (LA) (1)	Vacancy		X
Associate Members (2)			
Deputy Head Teacher		Grant Jacobson	✓
Support staff member		Sarah Haag	X
		Emma Benham	✓
		Miriam Nadarajah	X
Others Present (1)			
Clerk:		Pamela Ansley	✓

PART 1 – PUBLIC ITEMS		Actions/ Date
1	Opening Prayer, Welcome, introductions and Apologies for Absence	

	<p>Father Guy opened in prayer.</p> <p>Apologies were received from Shirley and Sarah.</p> <p>Ellie was in Chicago and we had yet to put audio in place for her to attend Governors Meetings remotely.</p>	
2	Declaration of Interests and Register	
	There were no declarations of interests for today's meeting and Governors were also reminded that if they had not filled in their Register of Interest Form to do so tonight.	
3	Election of Chair and Vice Chair	
	We had received one nomination for each role – Colin for Chair and Shirley for Vice Chair and there were no other nominations. The Clerk asked if everyone was happy to elect Colin and Shirley as Chair and Vice Chair by a show of hands, all agreed and Colin and Shirley were re-elected.	Action: Colin and Shirley were re-elected in their respective roles.
4	Membership of Committees	
	The Chair asked if everyone was happy in their committees to which they replied that they were. Discussion followed about the Curriculum and Monitoring Committee being both without a Chair and also carrying a vacancy. Graeme offered to sit on the committee in the meantime having been on the committee before and this was agreed.	Action: Graeme to sit on Curriculum and Monitoring Committee until the committee is filled.
5	Code of Conduct and Terms of Reference	
	The Code of Conduct and Terms of Reference of reference were all agreed by the Board.	Action: Code of Conduct and Terms of Reference were agreed.
6	Minutes of the Previous Meeting and matters arising	
	Minutes of the meeting on 5 th July were agreed and there were no comments, questions or points raised.	Action: Minutes agreed.
7	Headteachers Report	
	<p>SLA – The Head reported that lots of work had been happening regarding the ARB SLA. He reported that it was still not appropriate to sign the SLA. Karen Flanagan who agreed the funding had moved on and he had emailed Sharon Scott who had taken over and had still not had a response.</p> <p>The Deputy reported that the funding as per the proposed SLA for the PD base was not acceptable and in actual fact was less money this year per child than last year. It was suggested that we invite Sharon Scott into school to look around and meet the children that the SLA funding helps. The Head agreed that he would do this.</p>	

GQ: Has there been an uplift in this funding? The Deputy advised that the level of funding had remained the same for 11 years.

GQ: Is it a case of intransigence?

The Head advised that the capital funding would enable the development of the building for the children, 2 teachers, new office and new woodland area. He advised that the LDBS was also contributing to the development of the school building and they would be ready to go to tender and get the work done over this coming summer.

GQ: SLA for PD Base? The Deputy reported that the funding for children in resourced provision placed by Islington Borough Council was agreed prior to the finalising of the placement of these children. Islington Borough Council have not paid any funding so far this year and are awaiting Camden confirming the uplift in funding. We are awaiting senior management signing off on the increased funding. It is frustrating that despite Islington Borough being made fully aware of the cost of the provision now seem to be querying these costs now that the children have started in the school.

A Governor suggested that we invite Georgia Gould in as the school is within her ward to see if she could help.

Curriculum

James advised that the sequencing of the curriculum had now been completed and the maps by year group and subjects would be on the website tomorrow.

GC: Could the thanks of the Governors be passed on to all staff involved in this.

A staff member advised the meeting that it was empowering to properly understand the curriculum as they had been invested in putting it together.

The Head advised that they next big challenge is assessment – we needed to develop a consistent approach to this.

GQ: When would the curriculum next be revised? The Head advised that it would constantly be under review but no changes would be made for at least a year. Obviously, some things will work and some things may not so it would be a case of waiting and seeing what happens during the next year and adapting it when needed.

GQ: With regard to the French curriculum – is French the right language for the school? The Head advised that French was indeed the right language for the school. It was frustrating as the curriculum had been rewritten based on French Institute and we now had no French teacher to deliver it. We would be using a resource called Language Angels and then we would recruit in July.

LDBS Academisation

The Head advised that he, Father Guy and Colin had all been booked on to attend this meeting on 8th November.

Standards Meeting

The Head, Chair and Vice Chair had attended our Standards Meeting with Bavaani and this had been really positive. They talked at length about writing.

GQ: What are these meetings? The Head, Chair and Vice Chair meet with their Camden representative and talk about data, attendance, progress and school improvement plan. It is basically a health check and normally happens in September/October when the data for the last year is available.

Consultancy

GQ: How is this going? The Head advised that initially he thought he would be able to block out a day and do the work but that is not what is happening. Tomorrow he would be out for the whole day at a school in Enfield and he had been to three other schools also. It was very interesting.

GQ: How had Emma and Grant found it so far? Emma and Grant advised that they had found it fine and it had not been a problem.

GQ: Pupil Attendance – 94% is this benchmarkable? The Head advised that last year this is where most schools were.

GQ: With regard to the Policy – Governor's help at attendance meetings? The Head advised that it was too early in the term to have any meetings with parents. We would wait until Nov/Dec, look at current and historic data and then progress to having meetings. The Head also advised that the Local Authority had issued numerous Penalty Notices for unauthorised holidays.

GQ: Helen Ridding had indicated that Governors should be aware of families that have additional needs above the quasi-indicator of FSM. How do we know who these families are? The Head advised that it is sometimes very hard to know who these families are as we are not aware of everyone's income or working patterns. Once we are aware of a situation that is affecting the children we would respond.

GQ: How many children are entitled to FSM at the moment? The meeting was advised that it was thought to be around 80 families although this had risen recently. These children would also be considered as pupil premium.

GQ: Challenge Partners – how are you feeling with regard to the possibility of the judgement being effective and not leading? The Head advised that this was a charity which we had bought into as a matter of choice. It is a developmental peer review which focusses on our strengths. The focus of this review will be on teaching and learning, writing and school improvement strategies and also pupil voice. He advised that this would be good for some of teachers who had never been involved in an Ofsted inspection.

Emma advised that she had recently visited a school in Cornwall to take part in a Challenge Partner Review where most classes had between 10-20 children.

GQ: With regard to the family that left – how are we after this and did you manage to say goodbye to the children? The Head advised that we had managed to say goodbye to them in assembly and they had been presented with leaving cards from the classes.

GQ: SDP – Re-establishing partnership with parents/carers – how are you doing this? The Head advised that we would be hosting coffee mornings and workshops. One thing that we had noticed is that when we get the children involved the parents tend to also get more involved. We have a focus on phonics coming up, internet safety and we had also hosted a

	<p>Rights Respecting Schools event which parents got involved with.</p> <p>International Evening was also a roaring success and the Harvest Assembly was well attended too.</p> <p>GQ: Beech Class Tea the previous week only raised around £50. Do we think that this is an indicator that parents are not engaging? Emma advised that Willow's class tea today was very well attended and raised lots of money and that it might be the factor that a lot of Year 6 children are not collected and therefore there is less attendance at the end of the day by parents.</p> <p>GQ: How do we use the Friends whatsapp groups to promote the Coffee Mornings etc? Discussion followed and it was agreed at this could be looked at as a way of garnering interest in a school event.</p> <p>GQ: It has been raised about the sense of a loss of community as parents could not hang around outside in the playground or school premises at the end of the day? The Head advised that parents and children not in Activity Club hanging around in the playground after school was a safeguarding issue as upwards of 70-80 children attend Club everyday and there was no way that they would all stay indoors whilst this happened. Lots of our Nursery and Reception children attend the after school provision and due to their ages clarity of vision in the playground was of the utmost importance to keep them safe.</p> <p>The Chair asked the Board if they agreed to approve the School Development and Improvement Plan? All agreed.</p>	<p>Action: The Board approved the SDIP.</p>
8	Safeguarding Governor Report	
	<p>The Safeguarding Governor reported that they had been very busy with Grant in this regard. This would also be a regular slot on the Agenda to keep on top of this topic. The Safeguarding Governor advised that they will meet twice termly with Grant.</p> <p>GQ: Under what topic does self-harming come under? The Deputy advised that this would fall under mental health.</p> <p>Grant thanked the Safeguarding Governor for their time and effort in all the work that they had done. The Safeguarding Governor asked if anyone would like to be the Deputy Safeguarding Governor and asked them to have a think about it.</p> <p>Grant advised that the data in the report was already out of date as there had been two more referrals yesterday and the police had visited the school today on another matter.</p> <p>At this point Graeme and Gaby left the meeting – 7pm.</p>	
9	Governor Summary Presentation and Questions	
	<p>Governors felt that this was a comprehensive summary. It was noted that the Phonics levels were up on the previous year and the Deputy advised that we have an SEN expert in phonics attending the school next Friday to give an INSET for KS2 staff to help those children who have yet to reach the phonics threshold to achieve it.</p>	
10	Finance Update	
	<p>The Chair reported that pay rises were going to be vastly bigger than we had expected and there was still some tidying up to do. Obviously, our</p>	

	<p>budget does not yet include the SLA uplift.</p> <p>GQ: Energy costs – is the bulk buying still serving us well? The Chair advised that Sarah was not here so could not confirm this point.</p> <p>There was discussion around the PUNL pilot that we took part in and Governors were advised that when the heating went on it would be at the recommended 18 degrees centigrade for schools.</p> <p>GQ: A Governor asked as we are financially solid are we underspending on anything – are the children missing out? The Chair advised that we had been overspending funds the last three years on required updates to technology and premises maintenance and so it was best to keep things the way they were at the moment. He also advised that we should be receiving funding for hoarding advertisement and this would be used to resurface the MUGA.</p> <p>GQ: Said Governor replied that they were thinking more along the line of educational psychologists – as there were long waiting lists for this could we invest money in this. The Deputy advised that we already do buy in support for this.</p> <p>The Chair advised that we were in a very fortunate place at the moment financially and should sit tight as so many schools are in the red.</p> <p>The Head advised that the playground had had an inspection recently and there would be some maintenance issues to come out of that when the survey is produced.</p>	
11	Questions regarding Committee Meeting minutes	
	The Chair asked if there were any questions regarding the various committee minutes.	Action: There were no questions and these were agreed.
12	Policy Review Update	
	The Appraisal Policy and Child Protection Policy were Camden written policies with some variables that we insert. The Behaviour Policy had been rewritten as it was completely out of kilter with what we do in school. It was now more in line with how we deal with situations that arise in school.	Action: These policies were all agreed.
13	Admissions Criteria	
	The Head advised that this was on the Agenda to give us time to make any changes should we wish to. The Head asked Governors to consider a criteria which would enable school staff's children to attend as this could help with staff retention. He advised that staff often struggle when trying to juggle school and family life ie dropping off to a different school then trying to get to work. The feeling was that this was a good thing and for James to press ahead and do what he needs to.	Action: The Head to take advice on what he needs to do.
14	A.O.B.	
	<p>Length of the school day – The Head advised that we needed to either start 10 mins earlier in the morning or finish later in the afternoon as we currently were not compliant. SLT will put together a model and bring this back to the next meeting in order to give parents notice for this to take effect in September next year.</p> <p>GQ: Will this have an impact on staffing costs? The Head advised that</p>	Action: SLT to bring a model to the next meeting.

	this would have an impact on support staff wages but not teaching staff.	
15	Date of next meeting	
	The next meeting would be 23 rd November 2022 @ 5.30pm.	
	Meeting ended at 7.30pm	

Signed..........

Date..23.11.22.....

**Colin Reader,
Chair of Governors
Kentish Town C of E Primary School
Governing Board**

