



## Governing Body Meeting Wednesday 21<sup>st</sup> November 2018

### Minutes

**Present:** Canon Anna Norman-Walker, Sue Heeley (Chair), Simon Jackson, Antony Pizzoferro, Jean Henry, Rachel Turner, Julia Dare and Father Marc Richeux, Jason Aspell, Eileen Mcloughlin, Kemila Goppy, Denise Hamilton

**In attendance:** Jeremy Baker (clerk).

**Canon Anna Norman-Walker** opened the meeting with prayer.

#### **2018/32 Apologies for Absence**

The Chair welcomed members and reported that Amanda Challoner and Aimee Chambers had resigned. David James had been elected as a staff governor and Anna Jones had been appointed as a PCC governor from 1<sup>st</sup> January 2019

#### **2018/33 Minutes of Previous Meeting**

***Resolved** to approve the minutes of the meeting of 21<sup>st</sup> June 2018 as a correct record of the meeting.*

#### **2018/34 Matters Arising**

**Problems with the new Build:** The problem with the inadequate gas supply had not been resolved but Lambeth had agreed that new piping to the road should be laid under the tarmac. Despite numerous reminders they had not yet taken action to undertake the work. In the meantime, the school was well heated and there was no safety problem as calculations requiring the upgrade derived from all gas appliances being in use at the same time which was never likely to occur.

#### **2018/35 SDBE's Multi Academy Trust**

The Headteachers were meeting on December 5<sup>th</sup>. There was some concern that the senior staff were all white males but the HR and CPD arrangements were very good (with over 90 courses being offered). The new school adviser was visiting next Monday.

#### **2018/36 Chair's Action**

The Chair had not taken any action requiring ratification.

#### **2018/37 Head teacher's Report**

The Headteacher's report had been circulated in advance of the meeting. The report followed the established format beginning with a comprehensive Self Evaluation of the School highlighted in yellow to show changes since the previous report. This was followed by key performance indicators and appendices showing information from pupil progress meetings for each year and each subject, the school development priorities for the current year with the Vision Evening 3 year combined plan, ethos and mission statements and a letter of congratulations for the phonics results from the minister of state for school standards.

Governors asked about "Keeping Children Safe in Education". The papers had been distributed and would be discussed in depth at the next PPC committee. The school data has been very positive although Year 2 was less good having started from a low base. Accordingly, additional support is being given to year 3. The number of EAL children was a challenge but the school is aware of where support is needed and providing it. A governor asked about the Chair's status as a national leader of

governance and this was explained. The ethos and mission statements had been discussed in PPC committee – they had been adapted so as to reflect the school's membership of the MAT.

***Resolved to adopt the ethos and mission statements as amended.***

It was pointed out that there should be a new link governor for English

***Resolved that Anna Jones be asked to take this on.***

It had been noted that a high proportion of parents (87%) regarded the homework as appropriate. The Headline results showed that the outcomes for the children were in line with national averages and progress was within acceptable limits over the years – with such high levels of EAL it was unlikely to be much better. Early years had been involved in a baseline trial and the new teacher had done amazingly well. The maths learning walk by an independent consultant had demonstrated positive behaviours for learning. English books were inspected this day and the adviser was coming to school next Monday. Governors raised questions about the science teaching. The provider used last year was good but only used a one year programme. Their replacement was not so good and their contract had been terminated so the school was now seeking another – who must have public liability insurance cover. Governors asked about safeguarding issues – matters which primarily concerned issues at home were not reported as the school was not responsible.

Governors asked about the low number of pupils in year 2 – this was because the school had not been able to arrange tours of the school whilst building works were in progress.

Appendix 2 illustrated the need to prioritise progress throughout the school so as to bring children up to national levels of attainment by year 5. The 3 year combined plan had not changed.

## 2018/38

### Committee Reports

The chair checked that everyone agreed which committees they were on. Rachel Turner agreed to chair the Curriculum Committee

**The PPC Committee** had met on 30<sup>th</sup> January 2018 and minutes had been circulated. Julia Dare reported as Chair. They had discussed traffic problems in Mitcham Lane, the catering contract due for renewal next July, attendance which was good, new PTA arrangements, Looked After Children policy, school uniform contract and the ethos and mission statements referred to above. The traffic problems had been discussed with the local councillor when she came to the school to see the designs for the Lambeth Christmas card. They would keep their terms of reference unchanged.

**The Curriculum and Standards Committee** had met on 1<sup>st</sup> November 2018 and the minutes had been circulated. Rachel Turner reported as she had chaired the meeting. The committee were asking for an update from Shanelle on Maths teaching. They looked at how performance was now analysed and noted that this year's results were highly positive. Subject leaders would follow this up. They would keep their terms of reference unchanged.

**The Resources Committee** had met on 31<sup>st</sup> October 2018 and minutes had been circulated. Jason Aspell reported as Chair. The committee had monitored the budget as at the end of last year. The balance carried forward was some £64,000 compared with the £59,000 budgeted. This now included the balance on the voluntary school fund (£3,500). There had been a problem over the summer after the old bank account had been closed before the MAT account had been available. Lambeth had overpaid the pupil premium. Financial Management policies had been updated to align with the MAT and were recommended for adoption. The new Audit arrangements were not appropriate and Michelle had complained to the MAT board who had raised this with the auditors. In particular safeguarding arrangements were either in order or they were not – there was no place for an amber grading although the report could include

suggestions for improvements. The Headteacher and SLT were now paid on the scale for a group 3 school – adjustments had been agreed that did not require any restructuring. The Committee would keep their terms of reference unchanged.

**Resolved** to ratify the following policies: -

*Best Value; Charging and Remissions; GDPR Data Protection; Debt Recovery; Health and Safety; Lettings; Local Financial Procedures; Pay; Purchase card procedures; Safeguarding; Scheme of Delegation and Financial Procedures; Statement of Internal control; Whistleblowing and Single Central record.*

**2018/39 Health and Safety and Safeguarding**

Kemila Goppy agreed to take on the role of Health and Safety Governor.

**2018/40 Governor Training and Visits**

- Father Mark Richeux had undertaken training concerning SEND. The Chair proposed to undertake trainings concerning SEND and also audit requirements
- Governors involved in the Headteacher's appraisal were urged to undertake the training for that.
- SDBE had a full programme of trainings although it was not clear if the MAT were using those or developing a separate system. Governors would be informed.
- The Chair would explore a fresh governors' skills audit.
- Canon Anna Norman-Walker, Rachel Turner and the Chair had visited the school in connection with a research project by Dr Ann Casson.
- Jean Henry had visited the school to discuss Maths provision in years 2 and 6 with Shanelle
- Both Kemila and Father Mark had also visited the school

**2018/41 Any other business**

The Chair said that she would not stand for re-election as chair next year and suggested the June meeting should elect a replacement to start in September. The Chair would remain a governor.

**2018/42 Date of Next Meeting**

**Resolved** that the full governing body meet on Wednesdays 20<sup>th</sup> March 2019 and 19<sup>th</sup> June 2019 at 6 pm.

Suggested INSET days were proposed and agreed. The Headteacher indicated that although this year's dates followed Lambeth's further changes should be considered in future years.

## **Confidential Section**

**2018/43 Confidential Items**

There were none

The meeting concluded with the Grace at 7.35 pm.