

St Mary's CE Primary School, Rectory Gardens, N8 7QN

GOVERNING BODY MEETING December 4th 2019 6.45 pm at Rectory Gardens

Foundation Governors – 7	Representative Governors - 5
The Rector of Hornsey (1 governor) * Father Bruce Batstone Ex Officio	Parents (2 governors) * Mr Graeme Viljoen 24/04/2020 * Mrs Charlotte Adlam 14/10/2020
Hornsey Parochial Church Council (2 governors) * Ms Jess Smart 22/03/2022 * Mr Ian Blaney 25/09/2023	Staff (2 governors) * Mr Calvin Henry Headteacher Ex Officio ◇ Ms Emma Jenkins Staff 30/04/2022
West Haringey Deanery Synod (2 governors) ◇ Vacancy ◇ Mthr Anna Stuttard 29/06/2021	Local Education Authority (1 governor) ◇ Mr Stuart Goldberg 28/09/2020
London Diocesan Board of Schools (2 governors) * Dr Venetia Brown 18/02/2023 ◇ Mr Aaron Khan 18/02/2023	Associate Members ◇ Dr Feyisa Demie * Ms Alice Greenwell
* Governor present ◇ Governor absent	

In attendance: Sophie Plimley (Clerk), Steve Baptiste (Deputy Headteacher Rectory Gardens), Sam Fennell (Deputy Headteacher Church Lane)

Part One

- Welcome and opening prayer** – Fr Bruce led the opening prayer.
- Notified Absences** – Apologies received from Mthr Anna, Stuart Goldberg, Emma Jenkins, Aaron Khan and Feysia Demie. The Chair updated the FGB that James Grey, one of the Foundation Governors had recently resigned from this position. The Chair thanked James for his work and commitment to the school governing body.
- Governors declarations of interest:**
 - Annual register of business interest – Clerk circulated Annual Register for all governors to sign.
 - Declarations of any interest specific to this agenda - none
- Matters arising not on this agenda** – none
- Committee Terms of Reference** – Terms of Reference from each Committee were reviewed and approved by the FGB.
- Minutes of Part One of the previous meeting (Sept 25th 2019)** – reviewed and approved and signed by the Chair.
- Matters arising from minutes not on this agenda** – none

8. Committee Updates – verbal updates from Committee Chairs

- a. **Curriculum & Achievement Committee** – HT has drafted crib questions for governors to ask teachers and support staff on governor visits, to ensure consistency and suitably probing questions. HT gave committee update on summer term attainment data.
- b. **Resources Committee** – committee had approved an increase in Breakfast Club and Afterschool Club fees from January 2020. Committee had reviewed the school's management documents and approved the 2nd quarter return to be sent to the Local Authority.
- c. **Children, Families and Community Committee** – committee noted that a new governor link for Rights Respecting was needed now that James Grey had resigned as a governor.

9. Headteachers Report – HT report were circulated and discussed. Key items highlighted:

- a. Recent Pupil progress meetings are showing that gaps in outcomes for some of our key groups are narrowing.
- b. The school has made changes to the assessment methodology used and teachers very focused on age-related expectations through a range of moderation events with colleagues at other schools.
- c. Attendance and punctuality is improving with close attention from the School Home Support worker and member of the office staff and inclusion team. It currently stands at 96.1%, which is in line with our target.
- d. Positive Behaviour Policy – this has been reviewed, updated and approved by CFC committee. Conduct and learning behaviour through the school continues to significantly improve.
- e. The school rules – have recently been reviewed and paired down to 5 key rules, communicated to all children and put up around the school. This has also had a positive impact on behaviour.
- f. Rights Respecting Award - we have achieved RRS Bronze and are now working towards achieving the Silver level award.
- g. Much work and training has been done/provided to ensure that the school is compliant with the renewed Ofsted framework which places a greater emphasis on children having better access to a broad and balanced curriculum.
- h. The new open door policy is working well, allowing for better communications with parents and carers. This, combined with various workshops and progress coffee mornings has been effective in supporting school and home communications. Parent consultations have also recently taken place.
- i. Quality of RE provision is being reviewed and supported by our LDBS adviser and an RE Self Evaluation Form is being written.
- j. The HEP School Improvement Advisor has visited a number of times to review the schools strengths and areas for improvement. His reports will be circulated to the appropriate committee. **Governors asked for HEP SIP advisor to present to the FGB in July. Action – Clerk invite HEP SIP advisor to FGB in July 2020**
- k. Personal development – the Year 6 trip to Osmington Bay was a great success with the children taking part in fun and challenging activities, some having never been away from home before.

- 10. School Development Plan and School Self Evaluation document** – no new comments on these documents.
- 11. Consultation on Admissions criteria for entry to Reception Sept 2021** – Clerk updated FGB on current status of consultation process:
- Admissions Committee has met to discuss and agree consultation parameters and details.
 - These had been sent to FBG members for comments.
 - Clerk managing process of consultation which takes place over a 6 week period between 25th November 2019 and 17th January 2020.
 - Clerk liaising with local authority and LDBS to ensure that all 'relevant' groups are consulted.
 - FGB will need to review the feedback and 'determine' the new arrangements for 2021 before 28th February 2020.
- 12. Chair's items**
- Governor training - Chair reminded FGB about the importance of governor training throughout the year. Both the LDBS and Haringey Education Partnership (HEP) have a full range of training options that can be booked. HEP running regular training sessions on the revitalised curriculum.
Action - Clerk to ensure that LDBS and HEP have all governor contact details for information/training/workshop communication.

Action - All governors to sign up to new GovernorHub website where they can book own HEP training. Clerk to resend link to those who have not yet signed up.
 - Parent Governor Elections – x2 vacancies coming up in March 2020 as GV term of office ending in March and CA may move to Foundation role that has been left vacant by James Grey, therefore necessitating backfilling CA. **Action - Clerk run parent governor election after Christmas and then March.**
 - Term dates for 2020-2021 – FGB discussed and approved the academic dates for 2020-21. Staff inset days agreed as 2nd Sept 2020, 2nd Nov 2020, 4th Jan 2021, 19th April 2021, 7th June 2021. FGB also discussed and approved HT proposal that from September 2020, school will NOT close early at 1.15pm/1.30pm on the last day of each term. **Action – Clerk post term dates 2020-21 on to website and communicate to parents and carers in January 2020**
 - BAME pledge – Chair updated FGB on BAME pledge that school has made, along with other schools in the Local Authority. This is to focus schools on narrowing the attainment gap for BAME pupils and is a priority area for the school.

End of Part One of meeting – SF and SB left the meeting.

Action Items	Who
Clerk invite HEP SIP advisor to FGB in July 2020	Clerk
Clerk to ensure that LDBS and HEP have all governor contact details for information/training/workshops etc.	Clerk

All governors to sign up to new GovernorHub website where they can book own training. Clerk to resend link to those who have not yet signed up	All/Clerk
Clerk run parent governor election after Christmas and then March.	Clerk
Clerk post term dates 2020-21 on to website and communicate to parents and carers in January 2020.	Clerk