NETLEY PRIMARY SCHOOL

MINUTES AND ACTIONS (HERE) OF GOVERNING BOARD MEETING HELD ON WEDNESDAY 11.12.19 at 5.30 p.m.

ATTENDEES:

Anthony Stoll (Chair)	✓
Dorothea Hackman (Vice Chair)	✓
Bavaani Nanthabalan (Executive Headteacher)	✓
Deepak Kuriyan	✓
David Auger	✓
Alan Murphy	✓
Sheba Khanom	✓ *(until 6.40)*
Eva Perucha	Apologies
Alyson Dermody Palmer (Joint Head, Robson House)	Apologies
Javed Ahmed	Apologies
David Brown	Apologies
Rujina Begum	

OTHERS PRESENT:

Gareth Morris (Deputy Headteacher) – Associate Member	✓ *(until 6.40)*
Julian Race (Campus Business Manager)	✓
Karen Tyrer (Finance and Admin officer	✓
Pete McGuigan (Clerk)	✓
Sally Greener (Assistant Headteacher) – Associate Member	Apologies

	ITEM	ACTION
1	**Welcome and apologies for absence**	
1.1	Anthony (AS) welcomed everyone and opened the meeting at 5.35.	
1.2	Governors had received and accepted apologies from • Eva Perucha • Alyson Dermody Palmer • Javed Ahmed • David Brown • Sally Greener Governors noted the absence of Rujina Begum	
2	**Election of Chair and Vice Chair**	
2.1	**Governor unanimously elected** • **Anthony Stoll as Chair of Governors** • **Dorothea Hackman as Vice Chair of Governors**	

	for 2019-20	
3	**Declarations of Interest**	
3.1	There were no declarations of interest for the meeting and AS reminded Governors of his link to Findel Education.	
3	**Any Other Business**	
3.1	There was no notification of AOB for later in the meeting.	
3.2	Governors completed Annual Declaration forms - **Pete (PM) to collate and copy**	**PM**
4	**Minutes of the previous meeting (10.7.19)**	
4.1	**Governors agreed the accuracy of the previously-circulated minutes** – **PM to scan and upload to GovernorHub.**	**PM**
5	**Matters arising the previous meeting (10.7.19)**	
5.1	**Governors agreed that all actions had been taken from the previous meeting, or were on the agenda,** noting that • Governor Learning walks were planned for the spring term • Gareth (GM) had recruited parents to support learning, including with reading • **Bavaani (BN) was still to decide on charging for system leadership** • plans to Increase 2YO admissions had been superseded by increasing 3YO numbers • Sally (SG) had developed support for pupils with mental health issues, including NHS funding for 2 teams (from the Tavistock and the Portman) to work with CAMHS for weekly provision, e.g. 1-1 sessions with pupils, workshops, drop-in surgeries and coffee mornings, accessing early help and counselling for parents and children • the Art Cabin project was nearly complete and awaiting sign-off • Sue Wright had changed role to become an Associate Member • Dorothea (DH) had been appointed as the LA Governor • **DH agreed to write a report in the Governors' Day** • Swimming was going well with Y3 pupils	**BN** **BN**
6	**Chair's actions**	

6.1	AS reported that there had been ongoing meetings with Camden, to consider the impact of pupil placement issues in the borough.	
7	**Headteacher's report**	
7.1	BN presented the previously-circulated Headteacher's report and highlighted that • **the SEND report was yet to be sent – BN to action** • attainment data included Woodlands pupils and a very challenging KS1 cohort. BN noted that ○ KS1 results were low and strategies were in place to improve them for 2020, and to support the Y2 pupils as they went into KS2 (current Y3) ○ KS2 results were better; reading at expected standard was higher than national but lower in writing and also low, particularly for 'Combined' (this had been discussed with the school's Camden Professional Partner (CPP). ~~, but~~ At 'Greater Depth' attainment was higher than national and overall data improved when Woodlands pupils' results were not included	**BN**
7.2	Through questioning and challenging, Governors established that: 1. the report was extensive and of high quality, (with a typo to be corrected - changing the date to 2019-20) 2. **BN would ensure pages were numbered in all future reports** 3. concerns over attainment and progress were being addressed by the school, including ○ *recognizing that Camden results for Writing were low, possibly because of cautious teacher grading and stringent moderation of results* ○ *understanding that KS2 Reading progress rose above Camden average, when Woodlands data were not included (rising from 2.3 to 2.68), which was a good result, given the very low starting places* ○ *working with a Camden English adviser in KS1 to raise progress rates in KS1, including focusing on guided reading to improve vocabulary* ○ *using 'Maths on Toast' (a family maths charity that 'gives all families and communities creative, human and social experiences of maths, ….to feel positive about maths!')* ○ *Using strategies to widen vocabulary, including 'Word Aware', 'Word of the Week' and 'magpieing' vocabulary from pupils' reading to writing* 4. although the quality of teaching was good or better	**BN**

	(agreed by the CPP), pupils' experience of language and books out of school, was very limited so language development relied almost entirely on school provision, including words, phrases and sentences. BN noted that even in 1-1 provision, constant explanation of simple words and phrases was needed 5. provision was making a positive difference, including ○ *Acorns* ○ *good work in EYFS to expand language through oracy* ○ *good work being done with parents in Woodlands on diet and sleep patterns, to improve attendance and punctuality(including for siblings at Netley)* ○ *Philosophy for Children (P4C)* 6. using strategies to improve punctuality, including changing bell-ringing times, support from the Educational Welfare Officer (EWO), although Governors recognized that parents were not always cooperative and seemed to resist efforts by the school. Poor timekeeping and a negative impact on individual pupils and their peers 7. there were a range of strategies for teaching Writing, including linking it to ○ *pupils' reading* ○ *class topic and cross-curricular learning, e.g. linking it to different types of text in topic research, to focus on specific sentence structures and grammar* ○ *peer work on drafting, editing and redrafting* ○ *a range of genres of writing, e.g. biography and autobiography, necessary for coverage and useful for end of year moderation* **8.** the Teachers' Research Group had initially focused on Maths, with a 3-week cycle of a short demonstration of a teaching technique (20 minutes), followed by staff discussion (in assembly time) and then integrating it into ongoing practice. GM noted that it had worked well and was being extended into teaching Reading and then with Teaching Assistants. **GM invited Governors to see it in action.** 9. Preparations for introducing a new Relationships and Sex Education (RSE) policy for September 2020 were well in hand, with: ○ the new structure likely to be similar to the current approach ○ BN having met 3 times with parents to allay fears, with more meetings planned for the spring ○ parents appreciating the transparent and consultative approach being taken by the school;	**All**
7.3	Governors considered and agreed the previously-circulated	

	Annual Workplan, noting that: • it had previously been considered by the Curriculum and Finance Committees • any changes or ideas should be sent to DH	
8	**Finance update**	
8.1	Julian (JR) presented the previously-circulated 2019-20 budget and highlighted: • a distinction between the 2019-20 **budget** (set before the financial year and submitted to Camden) and the 19-20 **Operating Plan** (the month by month spend and updated end of year forecasts) • an increased in-year deficit (originally £201k, rising to £225k) • there had been several issues to resolve and the Operating Plan was now accurate • although there had been an increase in income (c. £100k), this had been offset by a similar increase in spending, leaving a predicted surplus of £419k Governors commended JR on the clarity of the report. *GM and Sheba (SK) left the meeting after this item at 6.40*	
8.2	Governors discussed a confidential matter on future pupil placement in Camden and it was minuted confidentially.	
9	**Policies for ratification**	
9.1	**After discussion, Governors ratified the following previously-circulated polices,** • **Keeping Children Safe in Education,** noting that **Governors should read the policy and enter this on their GovernorHub profile (PM to provide instructions via GovernorHub)** • **Pay**	**All PM**
10	**Committee reports**	
10.1	Governors noted and accepted the previously-circulated committee minutes.	
11	**Governance**	
11.1	AS reported that • he had attended training on recruitment for school leaders • Jon Abbey at Camden Learning had congratulated the	

	school for its work • Officials from Leeds would visit Netley soon to see its good practice • Governors were concerned by uncovered lorries travelling near to the school at high speeds, noting that Camden was yet to resolve the issue through planning decisions	
14	**Dates for future meetings**	
14.1	Governors noted the dates for the remaining meetings in 2019-20 and agreed for Finance meetings to be held at 1.00 p.m. • Wednesday 5th February 2020 – Finance at 1.00 p.m. • Wednesday 25th March 2020 – FGB • Wednesday 6th May 2020 – Finance at 1.00 p.m. • Wednesday 8th July 2020 – FGB	

There being no further matters to discuss, the Chair closed the meeting at 7.10 p.m.

Signed: _____Date: _____

Anthony Stoll, Chair of Netley Primary School Governing Body

	ACTIONS FROM 11.12.19 FGB	STATUS
3.2	PM to collate and copy Annual Declarations of Interest	**Done**
4.1	PM to scan and upload previous minutes to GovernorHub.	**Done**
5.1	Bavaani (BN) was still to decide on charging for system leadership	**??**
	DH agreed to write a report in the Governors' Day	**??**
7.1	BN to circulate the SEND report action	**??**
7.2	BN to ensure pages were numbered in all future reports	**??**
	GM invited Governors to see the Teachers' Research Group in action.	**??**
9.1	Governors to read KCSIE and enter this on their GovernorHub profile	**??**
	PM to provide instructions on KCSIE via GovernorHub)	**Done**