NETLEY PRIMARY SCHOOL

DRAFT MINUTES AND ACTIONS (here) OF GOVERNING BOARD

MEETING HELD IN PERSON ON WEDNESDAY 23.3.22 at 5.30 p.m. ONLINE

ATTENDEES:

Anthony Stoll (Chair)	✓
Dorothea Hackman (Vice Chair)	✓
Abdulkarim Ekzayez	✓
John Hayes (Executive Headteacher)	✓
Alyson Dermody-Palmer	✓ *(until 7.00)*
Deepak Kuriyan	✓
Rania Ksibi	✓
Alan Murphy	✓
David Auger	✓
Ikran Hassan	
Kyle Dixon	

OTHERS PRESENT:

Gareth Morris (Head of School) – Associate Member	✓
Pete McGuigan (Clerk)	✓

	ITEM	ACTION
1	**Welcome**	
1.1	Anthony (AS) welcomed everyone and opened the meeting at 5.35 P.M.	
2	**Apologies for absence, declarations of interest and AOB for later in the meeting.**	
2.1	There were no apologies for absence and Governors noted the absence of **Kyle Dixon and Ikran Hassan**	
2.2	There were no declarations of interest for the meeting. Governors noted AS's long-term association with Findel Education.	
2.3	AS noted that Governor training would be discussed under AOB.	
3	**ASD Additionally Resourced Provision (ARP) update**	
3.1	John (JH) reported that: • he had discussed the Woodlands Service Level Agreement (SLA) with Hilary Forbes, who was looking at ARP funding across Camden, and had met with the Headteachers at Kentish Town and Primrose Hill, who also had ARPs.	

	• there was a long document to consider, and JH offered to circulate it to Governors if they requested it. Dorothea (DH), David (DA) and AS had read it and would meet on line with Hilary (currently in New Zealand), the following week.
	• it appeared that the proposed SLA did not provide enough clarity on routes for pupil placement, links to SEND reviews, and conditions of placement.
	• EHCPs could contain named provision.
	• there was currently a Camden review of SEND. considering the lack of money to meet the needs (in Camden and nationally).
	• JH
	  ○ did not feel confident enough in the proposal to sign the document, and felt that it needed to be trialled for at least a year.
	  ○ noted that Woodlands had been in existence for 10 years without a SLA, so could wait longer to ensure that it was correct.	

3.2	Through challenging and questioning JH, Governors established that:
	• there were only a few differences between the current arrangement and the proposed SLA, but JH felt that the SLA could be clearer, including on triage, parental nomination of provision, and the nominated provision. Woodlands was organised in age groups and some age groups had no spaces.
	• it was not clear whether Woodlands could be withdrawn from the SLA. JH noted that
	  ○ this was not the intention, but it was important to trial an SLA before committing to it fully.
	  ○ Camden needed and wanted the provision at NPS and the other 2 schools, and the schools wanted to provide it.
	• a clear SLA could potentially help Netley access more funding from Camden
	After discussion, **Governors agreed that**
	• the relationship between Camden and Woodlands (as part of Netley), was complex, sometimes with competing priorities. **The team from Netley would negotiate at the planned meeting with Camden, and agree any arrangement for 1 year in the first instance.**
		JH AS DA DH

3.3	Gareth (GM) updated Governors on phonics and highlighted that: • the new literacy curriculum had been planned the previous year, with all schools having to use a synthetic systematic phonics scheme. • Like many other Camden schools, NPS had chosen Little	

	Wandle Letters and Sounds, 75% funded through the English Hub. • the introduction of the scheme had gone well, and GM noted that it was fast-paced and very structured, with the impact already being felt. It would have even greater impact for the 22-23 Reception class, when it would be used from the beginning of the year. • phonics was being well-taught in the school, including using adult support in Y1 for phonics, guided reading, and daily supported reading. Prue Barnes Kemp (PBK) had observed phonics being taught in class and had commended the school on its approach. • teachers and Teaching Assistants (TAs) had been trained in the use of the new resources and GM hoped that the previously good phonics results would be even better. The current prediction for the Y1 phonics screening test result, was 78-81%.	
4	**Minutes of the previous meeting (8.12.21) and matters arising**	
4.1	**Governors agreed the accuracy of the previously-circulated minutes from 8.12.21 FGB, and that all actions had been taken or were on the current agenda:** • **PM to upload 8.12.21 FGB minutes to GovernorHub** • **AS to sign previous minutes online.**	**PM** **AS**
5.2	**Governors agreed that all actions had been taken or were on the agenda for the current meeting,** noting that: • **Alyson (ADP) was yet to action the Robson House / Woodlands collaboration, and present the results to the Curriculum Committee.** • AS had been unable to get any further budget from Camden for ExHT salary costs. • **DK was yet to discuss H&S with the Site Manager, and would wait until the context was clearer, with the current SBM on sick leave through Covid.** • GM had reported current assessment results and noted that work was ongoing to increase progress and raise attainment levels by the end of the year, including a new academic tutor starting after Easter to support Reception and KS1 (95% funded by the DfE). • pupil-progress meetings had been held and teachers were targeting children for interventions. GM noted that some teachers used too many worksheets.	**ADP** **DK**
6	**Executive Headteacher and Head of School report.**	

6.1	JH reported the recent positive visit from Prue Barnes Kemp (PBK), Netley's new CPP, and highlighted that:
	• PBK was also the CPP for Gospel Oak and GM noted that PBK had been complimentary, commenting on
	  ○ the positive atmosphere for all stakeholders.
	  ○ the purposeful learning environment, including good use of 'working walls'.
	  ○ very strong leadership with some areas yet to be developed.
	  ○ good phonics, reading and handwriting provision, with a suggestion of writing needing to be foregrounded more.
	• **there would be a written report to come from the visit, which would be circulated to Governors.**
		JH GM

6.2	GM and JH reported that • the SEF and SIP were being streamlined, so no paper was available for circulation for the current meeting. • Covid continued to reduce staffing levels, both teachers and support staff, increasing the need for agency staff to cover, with the knock-on impact on the expenditure, and TAs had stepped up to take classes, all of which had impacted negatively on behaviour and standards. GM had monitored the quality of work in the school and reported that it was going well even with the many staffing problems. AS noted that there had also been very good support from parents and community, and the school leadership, particularly GM, had managed it very well. • the influx of Afghan refugee children had gone well, but had been a noticeable pressure on staff, including the SLT. • Camden had agreed to raise the Pupil Admission Number (PAN) back to its previous 2 Form Entry level (60), from September. It was essential to try and keep admissions high, including by raising the profile of the school within the community, to remain a viable 2FE school, noting that 1.5FE was difficult to manage. With 2FE, there was greater stability for the school and community, and the school could offer better provision. JH and GM were currently considering the staffing arrangements necessary for 2FE in September. Alan (AM) updated Governors on SEND and highlighted that: • a staff maternity leave at Woodlands had unsettled some parents, although the staff team was coping well with the change, supported by AM. • a range of activities was being provided, including swimming and music.	

	• there had been 9 EHCP annual reviews. • there had bee a rise in disturbed behaviour and parent anxiety. • AM was trying to arrange community visits for the summer break. • Trauma Informed Practice (TIP) and Team Teach training had been provided	
6.3	Through challenging and questioning GM and JH, Governors established that: • it was difficult to source good quality supply staff, and support staff at NPS could do an equally good job of covering classes. To improve the resource in the school, GM reported that after Easter, they would be offering training to Teaching Assistants to become Higher Level TAs (HLTAs). • Governors commended GM, the SLT and the wider team for their great work during this difficult period. • although the school was doing to well to provide for Afghan children across both key stages, there was little support for them out of school – Camden holiday clubs were just starting. KS1 children had settled well, but extreme behaviour was emerging with KS2 children. GM noted that ○ their hotel accommodation was neither secure nor safe. ○ many had experienced domestic abuse and trauma before leaving Afghanistan. ○ many children did not understand how education in the UK worked and were exhibiting disruptive behaviour. ○ the arrangements for the families were unclear, with short notice relocation to the north of England, so that the school did not know how many pupils it would have, or for how long. ○ GM had managed to obtain some extra funding for 3 children, which was working well. • Governors and JH noted that despite the challenges, SEND provision in the school was going well	
7	**Committee reports**	
7.1	**Resources** JH reported that: • he had met with Maxine (MC), who was unwell with Covid and signed off until the end of the month. With MC's absence, there were no budget figures to present to Governors. JH had discussed it with David (DA) and it was not yet clear how to proceed. • JH and GA had discussed the budget and noted that:	

	○ staffing arrangements could not yet be finalised for September. ○ there was the possibility of some support from the Gospel Oak SBM or agency staff, but this was still unclear, and JH was hopeful that MC could work on the budget over the Easter break. ○ the SFVS form had to be submitted to Camden by the end of March and MC had sent a draft. Karen Tyrer (KT) was currently working on it, with a couple questions yet to be clarified. JH had spoken to Joe Lynch at Camden, who had been reassuring and DA and AS agreed to sign it when ready. AS noted the importance of it being accurate, with any unknown information clearly stated on the form. ○ the many changes at NPS, made the SFVS form particularly difficult for the current year, and MC and KT were doing their best with it. In the absence of detailed data, DA presented a summary of the budget position: • 2 years previously, the budget had balanced. • over the past 2 years there had been increasing and significant deficits, caused mainly by the falling roll. • the Covid crisis had impacted positively on the budget (with savings on agency staff who were not required). • the reserve was high, but annual expenditure was higher than income. The forecast end of year deficit had improved (was £465k and currently was £350k) and would be covered by the reserve. However, it was important that stability was re established in the budget and the return to 2FE would help. AS noted the increasing costs, including energy and inflation.	
7.2	**Curriculum** Dorothea (DH) noted that: • GM had reported to the committee, and a plan was being developed to prepare for the next Ofsted inspection. • **when available, PM would upload the Curriculum minutes to GovernorHub.** •	**PM**
7.3	**Premises** DH and AS noted that the Site Manager was very effective, ensuring that all H&S checks and tests were being done.	
8	**Polices**	
8.1	**Governors approved the Teaching and Learning policy**	

9	**Governance**	
9.1	AS reported that • he had visited the school and observed things were going well, and attended Camden meetings for Chairs of Governors. • DBS checks were still being chased up. • Camden was yet to suggest a LA Governor, and **AS agreed to wait until after the May elections to follow this up.** • There was still a co-optee vacancy on the Board **– AS agreed to follow this up.** • Alan's term of office as staff Governor would end in the summer **and a new staff Governors would be needed for September (JH and GM to progress this).** • **PM agreed to progress the Camden Governor diversity survey and circulate to Governors.** *ADP left after this item at 7.00 p.m.*	**AS** **AS** **JH GM** **PM**
10	**Any Other Business**	
10.1	Governors noted that currently, there were high workloads and stress levels for staff, especially members of the SLT, and staff wellbeing was important. **Governors agreed to discuss staff wellbeing at the next FGB meeting.** **AS agreed to discuss a potential Governors' day with JH and circulate a date to all Governors.**	**FGB agenda** **AS**
11	**Dates of future meetings**	
11.1	Governors noted the remaining dates for meetings, and that if possible, they would be held in person, depending on Covid restrictions and advice. • Finance Wednesday 4.5.22 • FGB Wednesday 6.7.22	
12	**Confidential**	
12.1	There were no confidential matters to discuss.	

There being no further matters to discuss, the Chair thanked everyone, particularly David for his work on the budget, and Alan for his work with Woodlands, and closed the meeting at 7.10

TO BE AGREED AT THE 6.7.22 FGB AND SIGNED ON GOVERNORHUB BY

Anthony Stoll, Chair of NPS Primary School Governing Body

	ACTIONS FROM 23.3.22 FGB MEETING	STATUS
3.2	JH AS DA DH to negotiate with Camden, over the Woodlands SLA.	**??**
4.1	PM to upload 8.12.21 FGB minutes to GovernorHub	**Done**
	AS to sign previous minutes online.	**??**
5.2	ADP to action the Robson House / Woodlands collaboration, and present the results to the Curriculum Committee.	**??**
	DK to discuss H&S with the Site Manager	**??**
6.1	JH / GM to circulate the CPP visit report to Governors	**??**
7.2	PM would upload the Curriculum minutes to GovernorHub when available	**??**
9.1	AS to contact Camden for an LA Governor	**??**
	JH and GM to arrange a new staff Governor for September	**??**
	PM to circulate the Camden Governor diversity survey to Governors.	**Done**
10.1	Governors agreed to discuss staff wellbeing at the next FGB meeting.	**FGB agenda**
	AS to discuss a potential Governors' day with JH and circulate a date to all Governors.	**??**