NETLEY PRIMARY SCHOOL

DRAFT MINUTES AND ACTIONS (here) OF GOVERNING BOARD MEETING HELD IN PERSON ON WEDNESDAY 8.12.21 at 5.30 p.m.

ATTENDEES:

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

OTHERS PRESENT:

Gareth Morris (Head of School) – Associate Member	✓
Julian Race (Campus Business Manager)	✓
Karen Tyrer (Finance and Admin officer)	✓
Pete McGuigan (Clerk)	✓
Sally Greener (Assistant Headteacher) – Associate Member	✓

	ITEM	ACTION
1	**Welcome**	
1.1	Anthony (AS) welcomed everyone and opened the meeting at 5.30 P.M.	
2	**Election of Chair and Vice Chair**	
2.1	**Governors unanimously elected Anthony Stoll to serve as Chair of Governors for the 2021-22 school year.**	
2.2	**Governors unanimously elected Dorothea Hackman to serve as Vice Chair of Governors for the 2021-22 school year.**	
3	**Declarations of Interest and new Governors**	
3.1	There were no declarations of interest for the meeting. Governors noted AS's long-term association with Findel Education.	
3.2	AS introduced 3 new Governors:	

	• John Hayes, new Executive Headteacher, working 2 days per week at Netley (NPS) and 3 days per week at Gospel Oak. JH gave a brief history of his career, including as a Headteacher in Stevenage, Head of School Improvement in Islington, and Headteacher of Gospel Oak Primary (recently judged Outstanding by Ofsted). • Abdulkarim Ekzayez and Kyle Dixon, new Parent Governors.	
4	**Any Other Business**	
4.1	There was no AOB raised for the meeting.	
5	**Minutes of the previous meeting (7.7.21) and matters arising**	
5.1	**Governors agreed the accuracy of the previously-circulated minutes from 7.7.21 FGB, and that all actions had been taken or were on the current agenda:** • **PM to upload 7.7.21 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: • there was a whole school focus on understanding the differences in attainment between boys and girls, at Pupil Progress meetings. **This would be reported to Governors.** • **Alyson (ADP) was yet to action the Robson House peer review of Woodlands and present the results to the Curriculum Committee.** • **AS was still trying to get a contribution from Camden for EHT costs** • **Deepak (DK) was yet to discuss H&S with the Site Manager**	**FGB agenda** **ADP** **AS** **DK**
6	**Executive Headteacher and Head of School report**	
6.1	Gareth (GM) presented the previously-circulated report and highlighted that: • there had been a strong school and community response to the challenges of Covid, focusing on individual children, and the extended family, including parents. GM noted that the Parent Teacher group was working well, including their work on fundraising. • since returning to school in September, there had been a rise in Covid cases (although lower than in many other schools), and GM and the team were continuing to manage it well, with ongoing risk assessments.	

	• other winter ailments were also reducing attendance (including colds and diarrhoea). • the PE and Sport premium had been fully spent, including for extended (hour long) swimming sessions. GM noted that swimming booster sessions for Y5 and Y6 were planned. • NPS was doing well in sport, including having Bloomsbury Football working in school. • Trauma Informed Practice (TIP) was going well, led by Sally (SG). • 29 Afghan refugee children had joined the school, and head been placed in many classes across the school. GM noted that staff had managed this very well and children and parents were happy. However, families were being resettled out of the area quickly and SG had been visiting local hotels to welcome new Afghan arrivals, ahead of them joining the school (hopefully in small groups before early January). • School Improvement Plan (SIP) priorities included curriculum development (including early reading and phonics, with Reception and Y1 using phonetically decodable books, extending into Y2 if needed). Children were also provided with a wider range of reading materials, with more challenging books aloud by teachers to children, and the Little Wandle programme was in use (bought with DfE funding of £6k), a programme that had been bought by many other schools in Camden. • there were 2 Reception classes (i.e. more pupils than the published Pupil Admission Number (PAN) of 45) and GM hoped that this could be repeated in September 2022. To this end, they were encouraging as many parents as possible to use the NPS Nursery. • there was a high proportion of ASD pupils at NPS. GM noted that NPS had a good reputation for supporting ASD pupils and was popular with parents. • Attendance was currently 89% and was improving, but winter illness had reduced attendance (in common with other schools locally and nationally). Potential prizes (bikes) for high attendance had been increased and Governors suggested providing a bike voucher, so parents and children could choose appropriately. GM noted that although Covid cases had not had much impact on attendance, fear of Covid was reducing some parents' enthusiasm for sending their children to school. • **assessment, currently being done, would be reported to the first Curriculum Committee in the spring term**. GM noted that there were high numbers of children with complex needs, so assessment results	**GM - Curriculum committee agenda**

	could be lower than hoped for. • catch-up support was being provided for Y5 classes • the change of leadership roles (Bavaani leaving, JH joining on a part-time basis as Executive Head, and GM now as Head of School, rather than Deputy Head) was going well. • money was being raised by parents for school improvement. • some activities were being curtailed because of Covid, including the autumn exhibition (now moved to March, although work would still be exhibited in school), film night, and Woodlands integration, (although a new class and sensory room had been opened successfully). GM hoped that these could be increased during the spring term. • with stringent risk assessments, other activities were going ahead, including class trips, visitors in school, and workshops, particularly for music, PE, and Wellbeing. It was hoped that playground developments would be designed by January, with the work to be done during the spring term.	

6.2	Sally (SG) updated Governors on Safeguarding and highlighted that:
	• the Safeguarding policy had been reviewed.
	• as Designated Safeguarding Lead (DSL).SG had:
	  ○ attended many Safeguarding meetings, training sessions and Mental Health meetings.
	  ○ worked with the Camden Mental Health Lead on supporting parents, including Afghan refugee families.
	  ○ led on TIP, which was being used by staff throughout school.
	  ○ continued to try and improve attendance (with reduced support from Camden, who no longer provided an Education Welfare Officer).
	  ○ nurtured and supported families.
	  ○ promoted the development of Cultural Capital.
	• currently there were 2 Child Protection cases, 3 Looked After Children, 12 Child in Need cases, 10 receiving Early Help, 9 with CAMHS support, 8 in the Nurture group, and 4 with PLSS support.
	• NPS staff could access advice and support from Robson House staff
	• the CPOMS system was in place and effective, particularly in tracking children over time, and for analysing patterns.
	• there was a strong focus on monitoring for potential peer on peer abuse.	

	GM commended Sally and her team for their work, noting that there were many children requiring Safeguarding support.	
6.3	Alan (AM) updated Governors on SEND and highlighted that: • including Woodlands, 27% of pupils were on the SEND register, with 14 NPS pupils had EHCPs, mainly for ASD, and Social and Communication, needs. These needs had been exacerbated by the Covid pandemic. • many children were coming into EYFS with complex needs (but not usually with EHCPs). • staff were very good at supporting children using the TIP approach, noting that some children came from families with complex problems, including surviving wars, drug and alcohol issues, or a parent in prison). Staff recognised that poor pupil behaviour was often the result of these difficulties, and a staff response that was nurturing and understanding, could be part of the solution, rather than simply reacting to the behaviour and exacerbating the problems. Staff had received 3 training sessions, with 1 yet to come. Refugee children needed this kind of support when they arrived. • JH noted that ○ NPS's strong reputation for inclusivity meant that children were referred to the school (including by Camden), when they should be attending their own local school. ○ often, NPS was perceived as being closely linked to Woodlands, being on the same site, which increased the number of ASD pupils coming into NPS. ○ a national and Camden-wide crisis in SEND funding, together with tighter school budgets, and a high level of undiagnosed SEND at EYFS (made worse by Covid), increased pressures on mainstream schools, particularly NPS, with its strong reputation for SEND provision.	
6.4	Through discussion, and challenging and questioning GM and JH, Governors established that: • twice weekly Covid tests were being distributed by the school and parents were being encouraged also to access them from pharmacies. There had been a rise in asymptomatic cases across the borough, but class bubble closures were no longer advised. It was possible that there were more Covid cases identified, due to an increase in testing, rather than greater transmission. The school was encouraging children to take Lateral Flow Tests, before returning to school after an absence. • Sally and the team had done very well to manage	

	Safeguarding so effectively during lockdowns, and it was a key area of the school's work. • families were under increasing pressure with a 3 fold increase in people using Camden foodbanks. • work with the Orchestra of the Age of Enlightenment had gone very well across the campus. • GM and JH were working well together.	

6.5	• it was unfair, and could ultimately be unsustainable, for the good practice at NPS to result in the school admitting too many SEND pupils – other schools should be equally inclusive and provide good support for their local children.
	• GM noted that NPS was having to be 'manage parental expectations' more, although if a school was named on an ECHP, the school had no choice.
	• JH noted that many parents assumed that if a school had any special provision (e.g. a unit, or in NPS's case, a campus with extra provision), it could offer the same level of support as a special school. It was important to be honest with prospective parents, which could be uncomfortable for GM.
	• Governors noted that
	  ○ SEND funding for pupils with EHCPs did not meet the cost of provision, and the shortfall had to be met from the main budget. Meanwhile Camden was trying to reduce SEND funding to schools, although Governors noted that provision at NPS was much cheaper than other providers.
	  ○ there was a national crisis in SEND funding, which was exacerbated by falling rolls in Camden – GM noted that the falling roll at NPS in recent years had reduced the budget by 10%. JH reported that:
	  ○ the causes of Camden's falling rolls, included a very low birth rate, and properties that did not attract families
	  ○ Islington and Westminster were experiencing similar trends.	

7	**Finance**	
7.1	Julian (JR) presented the previously-circulated finance papers and highlighted that: • the budget for 2021-22 had forecast lower income and higher expenditure than the previous year, which would have reduced the reserves significantly. • however, income had increased (£120k) (including through extra funding, and an increase in EYFS numbers), and expenditure had decreased ((50k), leading to a forecast in-year deficit of £290k (reduced	

	from £465k), and a reserve of £478k. JR noted that the reserve could be higher, depending on further costs, e.g. the agreed climbing frame costs were in the budget, but money was also being raised (currently £2.5k)	
7.2	Through discussion, and challenging and questioning JR, Governors established that: • other schools were also under financial pressure from falling rolls and SEND costs. • schools with waiting lists were able to offer places to parents if they had a space – this was at the expense of other schools (including Netley), that did not have waiting lists. • Camden was considering schools' 3 year budget plans, noting that in most years, there was a cost of living percentage increase in salaries (not during the current year), plus teachers progressed through the pay scales through Performance Management, and there had been an increase in National Insurance costs (including the proportion paid by the school). • Camden had reduced the NPS Pupil Admission Number (PAN) to 45 (from 60) because of the projected falling roll. However, in the current year, and projected for 2022-23, the number of pupils actually attending NPS in Reception was 60. JH and GM were in consultation with Camden to return the PAN to 60, and were meanwhile trying to recruit that number. • although the reserve looked high, it would be at an expected level in 3rd sector organisations. Governors thanked JR for his great work at Netley, and wished him well for his new post at Regent High. A new part-time administrator had been recruited, and JH and GM were considering whether to share a School Business Manager with another school in the longer term.	
8	**Policies**	
8.1	**Governors agreed that the previously-circulated policies had been scrutinised by committees. They formally ratified policies for** • **Charging and Remissions** • **Complaints – policy and procedures** • **SEND**	
9	**Committee meetings**	
9.1	Governors noted	

	• the previously-circulated committee minutes from Resources (including Premises, (20.10.21), Curriculum (15.10.21). • that the new Site Management arrangements were working well, the Woodlands playground had been repaired and Governors were encouraged to visit the new Sensory Room.	
10	**Governance**	
10.1	**<u>Governors agreed the following previously-circulated documents:</u>** • **<u>Committee Terms of Reference</u>** • **<u>Workplan</u>**	
10.2	AS reported that • a LA Governor was still needed, and he had also approached the Institute of Education for a potential co-optee Governor. • due to personal circumstances, Eva had stood down as a Governor.	
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. **Spring** • Finance Wednesday 2.2.22 • Finance Wednesday 2.3.22 • FGB Wednesday 23.3.22 **Summer** • 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 closed the meeting at 7.15

TO BE AGREED AT THE 23.3.22 FGB AND SIGNED ON GOVERNORHUB BY

Anthony Stoll, Chair of NPS Primary School Governing Body

	ACTIONS FROM 8.12.21 FGB MEETING	ACTION
5.1	PM to upload 7.7.21 AGREED FGB minutes to GovernorHub	**Done**
	AS to sign previous minutes online.	**??**
5.2	differences in attainment between boys and girls to be reported to Governors.	**FGB agenda**
	ADP to action the Robson House peer review of Woodlands and present the results to the Curriculum Committee.	**??**
	AS to progress getting a contribution from Camden for EHT costs	**??**
	DK to discuss H&S with the Site Manager	**??**
6.1	GM to report assessment results to the Curriculum Committee	**Curriculum agenda**