NETLEY PRIMARY SCHOOL

DRAFT MINUTES AND ACTIONS OF GOVERNING BOARD

MEETING HELD IN PERSON ON WEDNESDAY 22ND MARCH 2023 AT 5.00 pm

ATTENDEES:

Anthony Stoll (Chair)	✓
Dorothea Hackman (Vice Chair)	✓
John Hayes (Executive Headteacher)	✓
Ikran Hassan	✓
Alyson Dermody-Palmer	✓
Hamida Latifi	✓
David Auger	APOLOGIES
Abdulkarim Ekzayez	APOLOGIES
Rania Ksibi	APOLOGIES
Thomas Crossland	APOLOGIES

OTHERS PRESENT:

Gareth Morris (Head of School) – Associate Member	✓
Graham Watson (Clerk)	✓

	ITEM	ACTION
1	**Welcome and apologies for absence.**	
1.1	Anthony (AS) welcomed everyone to the meeting. He apologised for the papers not being uploaded on Governor Hub. John Hayes (JH) reported there were technical problems with Governor Hub which may have exacerbated the delay in uploading.	
1.2	Apologies were noted and accepted from • David Auger • Abdulkarim Ekzayez • Rania Ksibi • Thomas Crossland	
2	**Declaration of interest, pecuniary or otherwise, of any items on the agenda**	
	There were no declarations of interest in respect of any item on the agenda.	
3	**Notifications of Any Other Business for later discussion**	
	There were no notifications of any other business for later in the meeting.	
4	**Governance**	
	AS reported the following,	

	• Kyle Dixon had resigned from the Governing Board. • Thomas Crossland was the new staff governor. As will arrange induction. Hamida Latifi was appointed as a co-opted governor for a 4 year term of office.	**AS** **PM to update Governor Hub**
5	**Minutes of the previous meeting on 7th December 2022 and any matters arising**	
5.1	The minutes of the previous meeting were read out by AS. **Governors agreed the accuracy of the previously circulated minutes from FGB:** • **PM to upload 7.12.22 FGB minutes to Governor Hub;** • **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: • **All link governors were yet to be assigned.** • The Woodlands SLA had not yet been signed off. The school has been informed by Camden that the funding basis for the Autistic Unit has changed, resulting in a loss of income of £60K. AS had expressed concern to Camden. He received a reply from the local authority's Director of Education that he will be discussing the issue with the Chair of Camden's Education Scrutiny Committee. **AS was awaiting the result.** • The recent training on the updated 'Keeping Children Safe in Education' guidance had been very useful.	**AS** **AS**
6	**Chair's Report**	
	AS reported that he had recently attended Safer Recruitment training at La Sainte Union School. It was very useful.	
7	**Report from the Headteacher**	
7.1	The Head of School (GM) presented the Headteacher's report The following points were highlighted: School Improvement • He was working with the Senior Leadership Team (SLT) to evaluate the team. It had been a useful exercise. • Subject leaders were monitoring subjects using various methods such as looking at children's books and talking to pupils. • Middle leaders were providing support to teachers where improvement was required.	

7.2	• There is a 2 year cycle from Year 3-6 to ensure that mixed aged classes are exposed to the curriculum content over a 2 year period. Curriculum progression maps are being updated. • An evaluation day will be held in June to focus on evaluating the curriculum to ensure it is robust and relevant to the local community. <u>Standards</u> • In EYFS projections for the summer were for children to achieve 63-65% Good Level of Development (GLD). There are regular deep dives into subjects to ensure the provision for each subject is thorough. • In phonics 72% are on track. 29% of children in 'keep up' sessions have made improvement. • In KS1 SATS 69% of children are on track for expected or greater depth in Reading and Maths. The projections for Writing were lower, and this presented a challenge. **Governor's question:** **Is there a gender difference in results?** Boys are targeted as their levels in progress and attainment were lower than girls. • KS2 is a complex and challenging year group. There are 2 children with EHC plans and 5 children with complex needs. • Targeted Y6 pupils have received tutoring in the mornings and after school. This has been financed by the National Tutoring Programme. In Reading 70% were on track for expected or greater depth; Maths was 76% and Writing was 63%. The combined projections were 56%. This low figure was mainly due to a large portion of SEN children in the year group. However, 20% were on target to achieve greater depth. • The Mock SATS were next week, and these would give a much clearer idea of targeting and projections. • The Headteacher reported that this was being done through the provision of enrichment eg after school clubs. The school was improving communication with parents to assist them in providing challenge to their children at home.	
7.3	<u>Staffing</u> • The Reception teacher decided not to return from maternity leave. The school was unable to recruit a quality replacement. The music teacher, who had previous experience teaching this year group, agreed to teach Reception on a temporary basis until a permanent teacher was recruited. An experienced Early Years teacher has now been appointed, but only for 3 days a week. The remining 2 days continues to be taught by the music teacher. However, a supply teacher and teaching assistant have supported the year group with booster classes, and standards have improved. • A large number of SEN children have come on roll in Reception. The school has been successful in obtaining Exceptional Needs Grant (ENG) funding but has had difficulty recruiting high quality support	

7.4	staff. • A substantive quality Head of Woodlands has been appointed to start after the Easter break. She will work 4 days a week during the summer term and then 5 days a week from September. The current Acting Head has done an excellent job in the interim, and will continue in the role until the end of Summer. <u>CPD Review</u> • Review the Teaching and Learning Policy to ensure it identifies strategies staff are to use to promote self-efficacy especially for disadvantaged pupils. This will be discussed at the April INSET Day. • In EYFS the learning environment has suffered due to various changes. This year it has improved, and Writing is a major priority. The Camden Early Years Adviser is visiting the school to run a session on Writing.	
7.5	<u>Attendance</u> • Persistent absence was high. Attendance started to improve from last year, and was at 94% in November for statutory aged children. A nationwide Strep A and scarlet fever outbreak occurred in the autumn term which impacted attendance. At the end of Autumn, whole school attendance had dropped to 91%; and has remained at this figure for the Spring term. • Persistent absenteeism was at 30% in December 2022. The school's Family Support Worker has been calling all parents when children's attendance has been noticeably dropping, and offering support. If necessary the Family Support Worker will collect the child at home to take them to school. Parents are sent a congratulatory letter where attendance has improved over the term. • Persistent absence has now decreased to 24%; and 65% of parents of persistent absentees have seen an improvement in their child's attendance figures over the Spring term. • A parent workshop was held where the impact was shown of regular persistent absenteeism on future earnings and life chances. Since then, key parents have shown a marked improvement in their attendance and punctuality. • There is still a problem with families going on extended holidays during term time. Leaving in July and not returning for the start of the academic year impacts over two years.	
7.6	<u>Woodlands</u> • Relationships with parents continue to be very positive. • It was noticeable that the number of children admitted to Woodlands with complex needs has increased. This has proved a great challenge and the school is in dialogue with Camden about the level of need of new admissions, and the provision offered within current funding. AS was trying to persuade Camden that Woodlands is a special school with its own budget, and not part of Netley. **Governor's question:** **If Netley was not to take Camden's referrals to Woodlands, what are the**	

7.7 7.8	**implications for Camden's budget ?** There would be no implications for Camden's budget. There were 2/3 EHCP referrals each week from Camden. Sometimes Woodlands was full or the provision was not suitable for the child. Camden would then send the child to alternative provision. <u>SEND</u> • The school had not had speech and language therapy, or occupational Health support for a considerable time. It was therefore a challenge to provide effective support to SEND children. • It was difficult to obtain EHCPs and a lot of applications have been made for ENGs. • Reception has a high number of SEND children. 25% of Reception pupils have termly ALCP meetings. <u>Safeguarding</u> • Safeguarding was a huge issue. The school's safeguarding team had a large workload. GM presented some case studies. He wanted to congratulate the SEND and Safeguarding teams for their hard work and commitment in a challenging climate. Governors thanked GM for a comprehensive and informative report.	
8	**Finance – Update on School Budget**	
	AS advised that the budget needed to be agreed and submitted to Camden by 31st May. The Finance Committee would meet before May to agree the budget.	**GM** **AS**
9	**Policies for Ratification**	
	There were no policies to approve.	
10	**Committee Reports**	
	The next meeting of the Curriculum Committee is on 24th March. The Finance Committee met on 28th February. It was agreed that Premises would be added to this committee. AS stressed the importance that the sub committees meet on a regular basis.	**AS**
11	**Governance**	
11.1	**<u>Governor Training</u>** Dorothea (DH) reported that she attended the curriculum training organised by Camden Learning. Details of the course were on Governor Hub. JH advised that governance at the school must be robust. Governors need to	

	have a good knowledge of the school and the curriculum. It was important that governors visit the school regularly and attend committees. **At the next meeting of the Full Governing Board, it was AGREED that a Governor Plan be submitted to include the following:** ○ **Governor training and attendance at meetings;** ○ **Governor school visits;** ○ **Establishment of link governors for each curriculum area, and each stage.**	**AS**
11.2	**Ofsted** Governors discussed the recent national case of the tragic result of an Ofsted Inspection at a school. **It was AGREED that DH will write a report on the school under the 4 Ofsted headings, and circulate to governors.**	**DH**
12	**Any other Business**	
	There was no other business.	
13	**Dates of future meetings**	
	Curriculum Committee 24th March 2023 Finance Committee 3rd May 2023 Full Governing Board 5th July 2023	
14	**Confidential Items**	
	There were no confidential items.	

AS thanked Governors for their attendance, and closed the meeting at 6.15pm.

	ACTIONS FROM 22.3.23 FGB MEETING	STATUS
4	The Chair to induct new staff governor The Clerk to update Governor Hub	
5.1	The Chair to sign previous minutes The Clerk to update Governor Hub	
5.2	Governors to complete the Declaration of Interests form on Governor Hub The Chair to assign link governors	**??**
8	Finance Committee to approve 2023-24 budget	
10	The Headteacher to add Premises to Finance Committee	
11.1	The Chair to produce a Governor Plan for the next meeting on 5th July	**Agenda FGB**

11.2	DH to produce report on the school and circulate to governors	