NETLEY PRIMARY SCHOOL

DRAFT OPEN MINUTES AND ACTIONS (here)

FROM THE FULL GOVERNING BOARD FGB MEETING ON

WEDNESDAY 13TH NOVMBER 2024 AT 5.00 p.m. IN PERSON

ATTENDEES:

Anthony Stoll **(Chair)**	✓
Dorothea Hackman **(Vice Chair)**	✓
David Auger **(Chair of Resources)**	✓
John Hayes **(Executive Headteacher)**	✓
Mohammad Junayd Khan	✓
Claire Parker	✓
Ikram Hassan	**Apologies**
Isabel Berwick	**Apologies**
Hamide Latifi	**Apologies**

OTHERS PRESENT:

Alison Dermody-Palmer	✓
Dan Owers (Acting Head of School)	✓
Pete McGuigan (Clerk)	✓

	ITEM	ACTION
1	**Welcome, apologies for absence, declarations of interest and election of Chair and Vice Chair**	
1.1	Anthony (AS) welcomed everyone and opened the meeting at 5.15. Apologies for absence had been received from Ikram Hassan Isabel Berwick Hamide Latifi, but in line with the FGB's decision, were not accepted. Governors noted that from then on, apologies would not be accepted as a matter of course, and any Governor who failed to attend regularly, would be asked to review their roles as Governors. **AS agreed to write to all Governors to apprise them of the new approach.**	**AS**
1.2	There were no declarations of interest for the meeting and Governors noted Anthony's (AS) long standing association with Findel Education. now called Studio).	
1.3	There were no AOB, or confidential items raised for later in the meeting.	
2	**Previous minutes from the FGB meeting held on 19.9.24**	
2.1	**Governors agreed:** • **the accuracy of the draft minutes from the 19.9.24 FGB meeting.** **PM to upload agreed minutes from the 19.9.24 FGB meeting to GHub.** **AS to sign previous minutes on GHub.** • **that all actions had been taken, or were on the current agenda,**	**PM** **AS**

	noting that: • although the Pupil Admission Number (PAN) had been confirmed as 45, it was still possible to admit over that number, and classes were organised to provide for the actual NOR. **Governors agreed for Dan (DO), Gareth (GM) and JH to discuss the PAN with the SLT and propose a way forward to Governors.** • **DO was yet to add Aly (ADP) to the Newsletter circulation list.** • there had been a poor response to Parent Governor elections - Mohammad **(MJK) agreed to work with DO to try to get a better parental response, and AS agreed to meet with potential applicants,** noting that any previous applicants would be invited to reapply. • AS had requested a LA Governor nomination from Camden, but this had not been successful. **ADP agreed to contact the local Labour Party to be nominated and then contact Marcus Boyland to progress her appointment as the LA Governor for NPS.** • **MJK / IH were yet to consider community language translation of school information.** •	**DO GM JH** **DO** **MJK DO AS** **ADP** **MJK IH**
3	**Acting Head of School report**	
3.1	DO presented some late papers, including the most recent CPP report, and highlighted: • SEF and SIP priorities were unchanged, with retrieval of prior learning in non-core subjects still a key focus. (Ofsted -identified) • the 2024 KS2 'Combined' result was 62%. • attendance continued to be a challenge (currently 93.3%), due largely to holidays in school time, and severe absence leading to Home Schooling in some cases. The Child and Family Support worker (CFSW) post was being increased from 0.8FTE to 1.0 FTE. • Persistent Absence (PA) was high at 25%. • there had been no suspensions or exclusions. • behaviour issues were now being logged on the CPOMS system, which was very helpful in spotting emerging patterns with pupils. • staffing was stable, with only 1 new teacher, and **DO would soon circulate a staff wellbeing survey.** • all staff appraisals and target-setting had been done. • INSET included 135 partnership training, leadership training from JH and 1 teacher doing NPQSL training • support staff training was planned and would be followed by peer observation. • there was work to be done to develop and maintain the site, both immediate short-term work and longer-term upgrades. **DO agreed to report more fully on this at the subsequent FGB meeting.** Through questioning and challenging DO, Governors highlighted:	**DO** **DO FGB agenda**

	• SEND pupils who lived further away from NPS often had low attendance, but parents' wishes for the school was positive. A new officer at Camden Learning was supporting the school on attendance, together with the CFSW and the Education Welfare Officer. the high level of need with many NPS pupils was reflected in their low attendance. Governors approved the approach taken by the school in managing attendance. • DO was encouraging higher take-up of vaccines, and teachers received free flu vaccines. • any serious cases of poor behaviour had been resolved, but a new serious Safeguarding (SG) concern had arisen. • **Dorothea (DH) agreed to visit soon in her SG Governor role.** • the new SENDCO was doing well, including group supervision of Teaching Assistants. • the number of future school applications needed to be considered, when planning site developments and potential provision of full-time nursery for 2 year olds. • **AS agreed to liaise with KK on resolving Airbnb flats above the school, to write a formal letter of concern to Camden**, noting that the presence of key boxes outside flats did not necessarily indicate Airbnb – they could be for carers who needed access.	**DH** **AS**
4	**School name change**	
4.1	**Governors agreed to change the name of the school to NETLEY PRIMARY SCHOOL and agreed for PM to send a copy of the minutes to Owen Rees, to process the change officially.** **The management structure, websites and DfE numbers were yet to be decided, w**hen the school name had been changed, separating NPS further from Woodlands.	**PM** **FGB agenda**
5	**Committee reports**	
5.1	DH noted that **Curriculum Committee** information was contained in the FGB minutes and **agreed to report more fully at the next FGB meeting.** David (DA) updated Governors on the Resources Committee and highlighted: • there was an in-year deficit of c. £800k (including using the contingency), which would lower the reserve to c. £400k by year-end. • **more liaison with Camden was needed to resolve the financial difficulties.** **DO agreed to consider MJK's suggestion that the school newsletter**	**DH** **JH** **DO**

	should be in a format that could easily be read on a smart phone. Governors agreed for **JH to organise a small group to meet to discuss Governor committee effectiveness (JH, AS / DH, DA, DO).**	**JH**
6	**Governor reports**	
6.1	There were no Link Governor reports to consider. AS noted that • children were to visit the Wallace Collection, the British Library and a foodbank. AS had attended a Camden Place Planning working group meeting (to meet again in January), which had emphasised that pupil numbers were continuing to fall and some London boroughs had already closed schools. Camden had already reduced school provision by 10 forms of entry, but it was likely to get worse as numbers fell. • secondary school uptake was also being affected, with nearly all secondary schools under their PAN, and a high number of Camden secondary age pupils were in private education.	
7	**Policies**	
7.1	**Governors agreed to consider policies at the next FGB meeting.**	**FGB agenda**

There being no further matters to discuss, the Chair thanked everyone, and closed the meeting at 6.10 p.m.

TO BE AGREED AT THE 26.2.25 FGB MEETING AND SIGNED ONLINE BY

Anthony Stoll, Chair of Governors, Netley Primary School.

2.1 b & f have been Done, as has 3.1d

	ACTIONS FROM THE 13.11.24 FGB MEETING	STATUS
1.1	AS to write to all Governors to apprise them of the new approach to accepting apologies for absence.	**Done**
2.1	a. PM to upload agreed minutes from the 19.9.24 FGB meeting to GHub.	**Done**
	b. AS to sign previous minutes on GHub.	**Done**
	c. DO, GM and JH to discuss challenges with the PAN, with the SLT and propose a way forward to Governors.	**FGB agenda**
	d. DO to add ADP to the Newsletter circulation list.	**??**
	e. MJK to work with DO to try to get a better parental response for Governor elections.	**??**
	f. AS agreed to meet with potential parent Governor applicants.	**??**
	g. ADP agreed to contact the local Labour Party / Marcus Boyland to be nominated as LA Governor.	**??**
	h. MJK / IH to consider community language translation of school information.	**??**
3.1	a. DO to circulate a staff wellbeing survey.	**??**
	b. DO to report on site maintenance / development at the next FGB meeting.	**FGB agenda**
	c. DH to conduct a Safeguarding visit.	**??**
	d. AS to liaise with KK on resolving Airbnb flats above the school, to write a formal letter of concern to Camden.	**Done**
4.1	a. PM to send a copy of the minutes to Owen Rees, to process the school name change officially.	**Done**
	b. Governors to decide on the management structure, websites and DfE numbers for NPS and Woodlands.	**FGB agenda**
5.1	a. DH to report on the work of the Curriculum Committee at the next FGB meeting.	**FGB agenda**
	b. JH / DA to initiate contact with Camden to resolve NPS's financial difficulties.	**??**
	c. DO to consider MJK's suggestion that the school newsletter should be in a format that could easily be read on a smart phone.	**??**
	d. JH to organise a small group to meet to discuss Governor committee effectiveness (JH, AS / DH, DA, DO).	**??**
7.1	Governors agreed to consider policies at the next FGB meeting.	**FGB agenda**