



GOVERNING BODY MEETING

Minutes of the Meeting held on 9 February 2021 using the zoom platform

Present:

Governors:

Mavis Mclean (**McL**)
Anne Clarke (**AnC**)
Jacob Sam (**JS**)
Natalie Couceiro (**NC**)
Hunter Danskin (**HDa**)
Paul Stratton (**PS**)
Brian Netto (**BN**) *Chair of Governors*
Sarah O'Connell (**SaC**)
Amy Clark (**AmC**)
Richard Olszewski (**RO**)
Padraig Atlee (**PA**)

Head:

Matt Sadler (**MS**)

In Attendance:

Heather Daulphin (**HD**) *Deputy Head*
Katy Brown (**KB**) *Assistant Head*

Acting Clerk to Governing Body:

Stephen Garrett – Committee Clerk – (**SG**)

The meeting was chaired by Brian Netto.

An Ofsted framed Question for general discussion for Governors to be returned at the end of the meeting – *“How do you identify the weakest areas of the school”*

1. Declarations of Interests, Pecuniary or otherwise, in respect of items on the agenda

No Interests declared.

2. Apologies

None Received

Process Review – **PS** to report back at the end of the meeting. The Chair asked if **PS** could monitor timings and interject if he felt agenda items were drifting off subject.

(Jacob Sam and Padraig Atlee join the meeting)

3. Membership of Governing Body

3.1 Noted

3.2 The resignation of the body's Staff Governor was noted. Governors thanked Dave Dixon for his service. The Chair had written to David to thank him for his contributions to meetings.

3.3 Procedures for the election of a new staff governor are being looked into in order for them to run in a covid secure way. Virtual platforms are under investigation with a primary focus on maintaining confidentiality. It was noted for the information of Governors that all permanent staff are eligible to stand for election and will provide a short statement prior to a vote being held. **[Action – MJ in co-operation with SG]**

3.4 **Parent Governor Vacancy**

There were no responses to the parent governor application process.

The governing body feels they need to identify skill gaps and encourage diversity within the governing body.

It was highlighted from recent Governor recruitment training that a parent governor can be appointed when their children attend a different school.

Conversations have taken place with a parent whose child is in year 8.

The recently established Parent, Teacher and Friends Association was noted as a potential source of parent governors.

[Action: all governors to consider possible searches for a parent governor]

3.5 **Co-opted Governor Vacancy**

MJ is in conversation with a potential applicant. The process of appointment is temporarily on hold whilst the Governing body identifies skills gaps and areas of diversity.

4. **Heads Verbal Report**

1.1 **School improvement plan**

The Head let Governors know that there were currently no major concerning issues.

Work continues in the appointment of associate senior leaders. Governors felt that the creation of more leadership posts was to be commended.

Q/ Will the temporary roles prove problematic when the rotation ends?

The Head agreed that a balance had to be achieved. The first rotation for these posts may be extended and the programme will be reviewed. Overall the Head felt that the benefits outweighed any potential issues or loss of staff. It is his hope that staff coming to the end of their term of contract would return to their post with an expanded skillset and believes that personal development is always beneficial.

The Head confirmed that March 8 2021 would be the earliest possible re-opening date. No concrete guidance had been received to date. The Head felt it unlikely the same kind of staggered return would be suggested by the DfE. Planning continues for various scenarios but it is felt this would be a very different start in comparison to September 2020. A cautious approach has been adopted that has been careful to prioritise student and staff safety.

There had been good feedback from parental surveys with regard to the remote curriculum provision.

The whole school Microsoft Teams day that ran in the autumn term of 2020 had proved to be a very useful exercise.

Governors praised the remote provision that had been delivered.

Ofsted readiness continues to be discussed with SLT and their Camden professional partner.

The Head went on to confirm for Governors how challenging it has been not knowing the full fabric of this year's method of student assessment. It seems likely that there will be a combination of teacher and some form of centre assessment.

Q/ Depending on the method of assessment would it make any difference to return years 11 and 13 earlier than other years?

The Heads preference was for a whole school return with some degree of priority for those cohorts in final exam years. It is expected that working knowledge will be affected and the quicker they are back on site the better.

Governors - Given years 11 and 13 will spend the least time within school for the remainder of the academic year we should do our utmost to improve knowledge given that other year groups will have more time to recover.

4.1 Ofsted Inspection Data Summary Report

The Ofsted data summary report was shared with Governors and it was highlighted for that 2019 data formed the basis of the report. The next report based on 2020 data will enable further comparison nationally and contextually.

Governors expressed the view that the use of out of date 2 year old data was not ideal but appreciated this was out of the control of the school.

Notable points in the report were:

- KS4 and 5 broadly in line nationally with some notable strengths.
- Progress 8 (A8) and Attainment 8 (P8) in line with national averages.
- Work to be done with low attainment in Open bucket A8, P8 and languages.
- Good results in KS5 open offers and re-takes.
- Year 12 retention remains a worry but Year 13 attainment is solid.

5. Safeguarding Discussion

HD delivered a verbal update for Governors.

(Richard Olszewski leaves)

- Continued high level of Welfare calls are made.
- Preparation for Ofsted readiness continues.
- An offer to the Governors to attend the schools staff safeguarding training.
The chair reminded all Governors that Ofsted do look at the Governors training log as part of any inspection.
- Core additions to Keeping Children Safe in Education included updated internet safety, youth safety (for example gang activity), student resilience and awareness.

The chair reminded Governors of the need to read this document and let the clerk know when this had been done.

Q/ Governors wanted to know if any extra support and training had been provided for staff.

HD informed them that a remote wellbeing package is being rolled out for all staff. Small forums will meet on online with a live coach to discuss wellbeing & coping strategies.

Safeguarding training for staff is routinely re-run to encompass updates for staff and as part of new staff induction.

Q/ Do all staff know how to escalate safeguarding concerns.

Yes, as part of their training all staff know the protocols involved in escalating safeguarding issues.

Q/ What sort of reporting system does the school use?

All staff know who to report concerns to. There are twelve named members of staff in the school with enhanced safeguarding training. In the first instance Heads of Year (who form part of the twelve named members of staff) are usually

the first point of contact but all staff are aware that they can go directly to the safeguarding lead or designated deputy.

SO wanted to highlight for Governors the increase in housing issues and the school had written a large number of supporting evidence letters for parents. An increase in financial pressures and job losses for parents (Many of them having never experienced unemployment before). The school is monitoring this new group of students with welfare calls when aware and offering support where they can.

6. Report from the Committees

6.1 Curriculum & Assessment Committee – 21 January 2021

The Chair of the C&A committee outlined the last meeting for Governors and informed them of the proposed Curriculum changes for Key Stage 4 options. The committee Chair felt the changes were a strong positive step that enabled more students to achieve their full potential. The committee chair recommended the changes to Governors however not all Governors had access to the minutes of the meeting and the matter was deferred until the next meeting.

6.2 Site and finance committee – 27 January 2021

6.2.i - The chair of the site and finance committee updated the Governors with the headline figures of the finance managers latest report and updates from the site manager.

6.2.ii – The Schools Financial Value Standards submission was formally agreed by the Governing body.

7. Curriculum Development Update – Decision deferred to next the Governors meeting due to lack of supporting papers.

8. Introduction – School's Camden Professional Partner

The schools new Camden Professional Partner (CPP) was unable to attend this meeting.

The Head gave a brief outline of their remit in their absence.

Their role is to Support and Challenge the Senior Leadership Team. The local authority have funded the CPP's allotted time with the school and extra consultation days are available to be purchased.

In addition, the CPP will support with Ofsted readiness, Interview support, The Heads Performance Review and can provide a degree of support for the Governing body.

9. Equality, Diversity & Inclusion

Equality for Governors – Chairs training notes – 14 December 2020

The Chair made available the training notes for all Governors from the above course.

Race Diversity in the teaching workforce: The role of Leaders & Governors

Q/ Had there been any Equality updates and staff survey?

HD informed them that work on updating the Equalities policy document continues.

Work on Staff training around equality also continues.

The school has been in conversation with social enterprise scheme The Black Curriculum. This scheme (to be confirmed) will provide 2 virtual sessions free of charge and a rolling consultation programme over 2 years. The first year will be setting up infrastructure. All new and existing staff will be updated in this programme.

KB A timeline of ideas and a diversity survey should be rolled out before Easter and staff steering groups formed by the following half term.

The intention is to reach beyond race and encompass LGBT+ and the other protected characteristics.

In terms of rollout the programme would be as follows:

- Updating SLT
- Steering committees formed
- All staff training
- Student work and feedback
- Auditing, diversifying and updating outward display/website.

Katy Brown and Heather Daulphin Leave

Q/ Is this work going into the school improvement plan?

The Head explained much of this work is currently in the school improvement plan. Easter will be spent identifying key parts of this body of work that underpin areas of the school improvement plan with a view to more rigorous performance indicators and monitoring.

It was pointed out by a Governor that in their remit to expand diversity on the Governing body the search should encompass all aspects of the nine protected characteristics. The chair agreed and hoped to gain an expanded picture of diversity from School and Local Authority data. This may take time to develop.

10. Policies Reviewed by Committees.

To ratify policies agreed by committees

Whistle blowing policy - *Ratified*

Payment of Governors Expenses – *Ratified with a view to review*

School Credit Card Policy & Procedures – *Ratified*

11. Governors Training

Clerks Log – Governors Training

The Chair reminded Governors of the importance of monitoring training opportunities and the need to keep training up to date.

Increasing Diversity of Race across Governing Bodies

Work continues, and external adverts are being prepared for the next steps of this project.

12. Chairs Action/Items

The Chair and Governors formally approved an Executive Committee with the remit to take emergency decisions when circumstances proved necessary.

13. Governance – Updates and Reminders

None

14. Minutes held on 10 December 2020

Page 1 – Paragraph 2.1 Worse should read Worst.

Page 2 – 4.1.2 – The word Springs appears twice.

Minutes approved

15. Matters arising

None

After the confidential items the Governors returned to the Ofsted framed Question for general discussion – “How do you identify the weakest areas of the school”

A discussion took place between Governors. Amongst some of the ways in which Governors identify weak areas within the school included:

- Regular analysis of data and reports from committees with remits for all aspects of school business that then feed into the full Governing Body.
- Governor Faculty and specialist links that report back to the Full Governing body.
- Comparative data reports at national and local levels.

Process Review Feedback

Paul Stratton reported that all areas of the Process Review had been met.

The meeting ended at 19:55

Date of Next Meeting – 10 May 2021

Deadline for Agenda Items: 22 April 2021

Signed: *Brian Muir*
Chair of Governors

Date 30.4.21