

NORTH EALING PRIMARY SCHOOL

The 3rd Full Governing Body Meeting for 2017 - 2018 was held on Wednesday 2 May 2018 at 6:30PM

MINUTES

Agenda items	Action
<p>Attendees: Andy Ackerman (AA) Jackie Blazewicz (JB) Sarah Byrne (SB) Lynne Dallow (LD) Andrew Dharman (AD) Sally Flowers (SF) Joanne Gravestock (JG) Debbie Keenan (DK) Shirley Kenworthy - Wright (SKW) Lutz Johnen (LJ) Dan Lawrie (DL) Nimo Richmond (NR) Usama Siddiqui (US) Sarah Symes (SS) Liza Webber (EW)</p> <p>Also in attendance: Judith Anderson (JA) Michael Belsito (MB) Sarah Gordon (SG)</p>	
<p>1. Welcome</p>	
<p>2. Presentation – Prevent MB provided an update on PREVENT:</p> <ul style="list-style-type: none">• WRAP = Workshop to Raise awareness of Prevent.• PREVENT – People from being radicalised.• PREVENT is part of the Governments strategy to protect our borders.• Strong links to safeguarding.• What we see is only the tip of the iceberg e.g. incidents like London Bridge etc.<ul style="list-style-type: none">○ Lots of planning / financing goes on in the background.• People who are being radicalised are often made to feel good about themselves through what they are being told to do.<ul style="list-style-type: none">○ Capitalise on weaknesses / vulnerabilities e.g. family split.○ Often built on friendships with vulnerable people:<ul style="list-style-type: none">▪ They think that the other person is being a friend.• Behaviours to look for are very similar to CP & Safeguarding.<ul style="list-style-type: none">○ Change in appearance.○ Scripted speech.• If we consider it appropriate we will escalate to the appropriate contact.• DL asked how many cases there have been at this school?<ul style="list-style-type: none">○ We have spoken to the PREVENT Team about 2 cases.○ We are also watching 2 other families.• DK asked if we liaise with other schools (family)?<ul style="list-style-type: none">○ Yes, e.g. siblings in High School.	

<p>3. Apologies For absence N/A – All governors in attendance.</p>	
<p>4. Authorised / Unauthorised absence N/A.</p>	
<p>5. Declaration of Any Other Business (AOB) There were no declarations of other business.</p>	
<p>6. Declaration of Interest in any Agenda Items There were no declarations of interest in any agenda items.</p>	
<p>7. Update: School Development Plan The updated SDP summary was circulated at the meeting.</p> <ul style="list-style-type: none"> • The areas of focus: <ul style="list-style-type: none"> ○ Standards of Behaviour – consistency. ○ Safeguarding. ○ Sharing Best Practice. ○ Work Life balance. ○ Addressing a compromising budget. ○ Recruitment challenges – significant time commitment. <ul style="list-style-type: none"> ▪ Local competition. ▪ 1 school in Ealing offered a £4.5K recruitment incentive. ○ Curriculum focused training in July and September. • AA asked who had been involved in the development of the SDP. <ul style="list-style-type: none"> ○ Everyone, including the children. • SKW stressed that some of the key issues come out in the Headteacher’s Report. • DK asked if we could priorities the individual priorities? <ul style="list-style-type: none"> ○ Yes, but many are linked. ○ SF agreed that there is a need to prioritise. • DL asked about the benefit of going for Rights Respecting – Gold and the time / cost implications? <ul style="list-style-type: none"> ○ Getting to Gold should be easier than getting to Silver. ○ Gold would however have to go on hold if we do not fill the Leadership vacancies. • SG stressed that we are doing things to fill any vacancies across the school. <ul style="list-style-type: none"> ○ Reception is full with 50+ on the waiting list. 	
<p>8. Budget 2018 – 2019 The implications for the budget include:</p> <ul style="list-style-type: none"> • Delivering our Vision and Values in a compromised environment – budget. • Vulnerable children – cuts in interventions has had a negative impact. • Recruitment and Retention. • ICT Resources. • School to School work. <ul style="list-style-type: none"> ○ Good for staff. ○ Good for recruitment. • 3 staff have applied for Middle Leadership training. • We can do a lot of our training internally. <p>a) Briefing Paper. The budget briefing paper was pre-circulated.</p> <ul style="list-style-type: none"> • We have seen a reducing trend in staffing costs (85.83%). • SKW stressed that we will need to demonstrate the impact of the budget. 	

- Direct Employee costs are up by 4% overall as a result of national agreements – not additional staff.
- The LSA redundancies are pupil linked and notice has been served.
- The closure of Gurnell in autumn 2019 will mean an increase in costs
- The additional Schools comms licences will provide a much better experience for parents.
- SKW asked about the “laundry line”?
 - This is what we use for PTA expenditure.
- DK asked if ELP represented value for money?
 - We will have to wait and see.
- DL asked if Pupil Premium numbers were stable?
 - Yes.
- JG asked about staff DBS checks.
 - There is a rolling programme of renewal.
- DL asked about the impact of 30-hour childcare?
 - Previously there has been no interest.
 - A group of parents have now expressed an interest – they qualify.
 - Potentially 2 AM classes (of 25).
 - Potentially 1 all day class (20 children so far).
- SG pointed out that we will get some additional devolved capital in the autumn – c. £12K.
- SF pointed out that teachers have until the end of May to resign; support staff have even longer.
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b) Proposed Budget 2018 / 2019.

The proposed budget was pre-circulated.

- Welfare Assistants, NNEB and classroom assistants is high due to the number of SEN children.
- SKW suggested a benchmarking exercise excluding SEN resourcing.
- DL asked what would be on the wish list if we had additional budget?
 - Staff
 - ICT
 - Premises work – original building
- DL then asked how much would be required?
 - C. £250K.
- DL then asked about income generation.
 - SG said that there were ideas being considered which would come forward to Resources
- DL again raised the question of parental Contributions which was first raised about 1 year ago.
 - SKW asked how many schools in Ealing ask for parental contributions?
 - JG said that this could impact on the PTA income.
 - DL stressed that we need to try something; NR agreed with this.
 - NR stated that we would need to be explicit about what we are raising money for.
 - SKW stated that this needed further discussion.
 - DL added that we need to do something bold.
 - SF said that it would be helpful to have more constructive Governor involvement.

THE BUDGET WAS APPROVED AS PROPOSED.

c) 3 Year budget plan.

The 3-year budget plan was pre-circulated.

- UFSM are excluded as these represent an in and out transaction.

<ul style="list-style-type: none"> • Other income includes the income we generate from e.g. lettings. • The High Needs grant has been reduced due to a reduction in year 6 students with EHCP's. • SKW stressed: <ul style="list-style-type: none"> ○ This is based on realistic estimates. ○ Staffing is based on current staffing levels. ○ Pay progression has been included. ○ We have built in a 1% / 2% increase year on year. ○ We have assumed 1.5% inflation on premises related items. ○ There are lots of things that we do not know and have had to make best estimates. 	
<p>9. Agree the minutes of the Full Governing Body Meeting on 14/03/2018 These were agreed as a true and accurate record of the meeting and were signed by SKW.</p>	
<p>10. Matters arising from the Full Governing Body Meeting on 14/03/2018 These are carried forward to the next meeting.</p>	
<p>11. Any Other Business (as agreed above) There were no items of other business.</p>	
<p>12. Correspondence to the Chair of Governors There had been no relevant items of correspondence.</p>	
<p>13. What have we achieved as a result of this meeting</p> <ul style="list-style-type: none"> • Detailed update on PREVENT. • Detailed review of the budget. • Approved the budget. • Received an update on the SDP. 	
<p>14. Date and time of next meeting: Wednesday 4 July 2018 at 7PM</p>	