

NORTH EALING PRIMARY SCHOOL

The 4th Full Governing Body Meeting for 2015 - 2016 was held on Wednesday 20 April 2016

Agenda items	Action
<p>Attendees: Sophie Baker (SB) Jackie Blazewicz (JB) Lynne Dallow (LD) Andrew Dharman (AD) Sally Flowers (SF) Joanne Gravestock (JG) Debbie Keenan (DK) Shirley Kenworthy - Wright (SKW) Dan Lawrie (DL) Jane Ootam (JO) Sarah Symes (SS)</p> <p>Also in attendance: Judith Anderson (JA) Michael Belsito (MB) Sarah Gordon (SG) Nimo Richmond (NR)</p> <p>Mark Robinson (MR) - e-safety training</p>	
<p>Governor e-safety training</p> <p>³⁵₁₇ MR: It is important to remind parents about parental controls.</p> <p>³⁵₁₇ AD suggested a follow up workshop for parents.</p> <ul style="list-style-type: none"> ○ SF agreed that this would be a good idea. ○ MR is happy to support. <p>³⁵₁₇ MR: It is important to get across to parents that games come with an age rating.</p> <p>³⁵₁₇ MR: We need to remind children about the REPORT button or referring inappropriate content to an adult.</p> <p>³⁵₁₇ MR: There are Cyber Mentors in 5 High Schools and 8 / 9 feeder schools.</p> <p>³⁵₁₇ MR: A good source of information for parents is "NSPCC Net Aware".</p> <ul style="list-style-type: none"> ○ https://www.net-aware.org.uk/ <p>³⁵₁₇ MR: Consider using one e-mail account for all registrations.</p> <p>³⁵₁₇ MR: Instagram does not ask how old you are - it assumes that you will read through the terms and conditions.</p> <ul style="list-style-type: none"> ○ Everything posted is automatically public. <p>³⁵₁₇ MR: There are lots of good resources on LGFL.</p> <p>³⁵₁₇ <u>MR to forward slides to AON for circulation.</u></p>	AON
<p>1. Welcome</p> <p>SKW introduced Nimo Richmond who is a Prospective Co-opted Governor.</p> <p>³⁵₁₇ SKW, SF and LD met NR previously and recommended NR to Governors.</p> <p>³⁵₁₇ NR was introduced by SGOSS (School Governor One Stop Shop).</p> <p>³⁵₁₇ SKW stressed that NR is "independent" as she is not a parent at the school.</p> <p>³⁵₁₇ SKW then asked NR to introduce herself:</p> <ul style="list-style-type: none"> ○ A mum of 2 ○ Currently on maternity leave - probably for another 18 months. ○ Worked in Legal / Professional Services ○ Skills are in analytics and data management. 	

<ul style="list-style-type: none"> ○ Has done volunteering in other schools via her employer. <p>A vote was taken and NR was elected unanimously.</p> <p>NR will attend both committees initially before deciding which one to join.</p> <p>NR's mentor will be DK.</p>	
<p>2. Apologies For absence</p> <p>Apologies were received from:</p> <p>Anna Cox (AC) Chantelle Ludski (CL) Usama Siddiqui (US) Liza Webber (EW)</p> <p>No apologies were received from:</p> <p>Andy Beale (AB)</p>	
<p>3. Authorised / Unauthorised absence</p> <p>The absences for AC, CL, US and EW were all authorised.</p> <p>The absence for AB was not authorised.</p>	
<p>4. Declaration of Any Other Business (AOB)</p> <p>There were no declarations of other business.</p>	
<p>5. Declaration of Interest in any Agenda Items</p> <p>There were no declarations of interest in any agenda items.</p>	
<p>6. Headteacher's Verbal update including SDP</p> <p>³⁵₁₇ SF did an update for whole school staff last week as part of the training day on the SDP.</p> <ul style="list-style-type: none"> ○ This included the Office Staff. ○ Will follow up with the SMSAs shortly. <p>³⁵₁₇ 18 months ago some staff said that they did not understand the Vision.</p> <ul style="list-style-type: none"> ○ There has been a big focus on this in the last 18 months. <p>³⁵₁₇ We now have 720 children on roll.</p> <p>³⁵₁₇ We have developed the Learning Values.</p> <ul style="list-style-type: none"> ○ These were home grown rather than buying in an expensive model. <p>³⁵₁₇ It is important that children understand that they can make mistakes as part of the learning process.</p> <p>³⁵₁₇ We have received positive feedback from the LA and our SIP (Mick Pye) about progress in writing.</p> <p>³⁵₁₇ There has been good communication with the community.</p> <p>³⁵₁₇ We are planning to develop the MLE.</p> <ul style="list-style-type: none"> ○ We have spoken to the PTA about support. ○ JG said that she thought that parents would get behind this. ○ The PTA committee are meeting next Thursday. <p>³⁵₁₇ NES is in the process of becoming a Rights Respecting School.</p> <p>³⁵₁₇ SF stressed the importance of all staff buying into the SDP.</p> <p>³⁵₁₇ All support staff (apart from SMSAs) are now using Standards Tracker.</p> <p>³⁵₁₇ We need to identify a distributed coaching and mentoring system.</p> <p>³⁵₁₇ It is important that support staff understand their responsibilities.</p> <p>³⁵₁₇ AfL = Assessment for Learning.</p> <p>³⁵₁₇ First Class Writing and First Class Number are both very intensive programmes.</p> <p>³⁵₁₇ Year 6 is a very challenging cohort.</p> <p>³⁵₁₇ The challenges facing teachers include:</p>	

<ul style="list-style-type: none"> ○ The cost of living in Ealing. ○ The impact of the budget cuts. ○ Academisation. <p>³⁵₁₇ SKW: Asked SF what feedback staff gave to the presentation last week</p> <ul style="list-style-type: none"> ○ They like to be part of the conversation - this did not happen previously. ○ Good feedback. <ul style="list-style-type: none"> ▪ SG added: <ul style="list-style-type: none"> ³⁵₁₇ Staff know their Job, Purpose and required outcomes. ³⁵₁₇ They understand how their role supports the Vision. <p>³⁵₁₇ SF confirmed that we had now migrated from CLIPS to Place2Be. Place2Be supports:</p> <ul style="list-style-type: none"> ○ Staff Wellbeing ○ Pupil Wellbeing ○ Prevent 	
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<p>7. Budget 2016-2017</p> <p>The following papers were pre circulated:</p> <p>a) Briefing Paper</p> <p>³⁵₁₇ With no adjustments to the budget we would have needed to use £146K of our £148K surplus to balance the budget.</p> <ul style="list-style-type: none"> ○ We have however identified savings so that we will have to use £90K of the surplus to balance the budget leaving just £58K. <p>³⁵₁₇ SF pointed out that the changes to cover / SEN teachers will be very challenging.</p> <p>³⁵₁₇ Of the 3 staff impacted by the required changes at least one and possibly all may leave</p> <p>b) Wish List Budget</p> <p>³⁵₁₇ SKW assured Governors that this budget has been gone through on a line by line basis.</p> <p>³⁵₁₇ SKW proposed that we approve this budget as submitted, pointing out that we still have the option to vire between budget codes if necessary.</p> <p>c) 3 year budget projection</p> <p>³⁵₁₇ SKW explained the methodology used in preparing this 3 year projection.</p> <p>³⁵₁₇ SF pointed out that with this level of information it gives us time to make the required changes for 2017/2018 and 2018/2019.</p> <p>³⁵₁₇ JG pointed out that parents need to understand the challenges and why the PTA needs to fundraise.</p> <ul style="list-style-type: none"> ○ The current PTA reserves are c. £4K. ○ Class Reps are key in communicating with parents. <p>³⁵₁₇ 2015/2016</p> <ul style="list-style-type: none"> ○ We took a heavy hit on staffing costs (Agency cover) and High Needs children who did not have funding. <p>³⁵₁₇ 2016/2017</p> <ul style="list-style-type: none"> ○ Whilst the projected carry forward is only £58K we will try and save more. <p>³⁵₁₇ 2017/2018</p> <ul style="list-style-type: none"> ○ We will need to review the use of support staff and agency cover. <p>³⁵₁₇ SKW made the following observations:</p> <ul style="list-style-type: none"> ○ Nursery is the only area where you get real time budget adjustments. ○ There is a risk that income can go up, or down during the year and can be claimed back by the LA. ○ We have to fund the first £6K of spend for each SEN pupil. ○ We spend a lot more than the £100K allocated for Pupil Premium. 	
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<ul style="list-style-type: none"> ▪ Pupil Premium and Sports Premium have to be reported on the school website. ○ SKW confirmed that she had responded to the National Funding Formula Consultation which closed on 17 April. <ul style="list-style-type: none"> ▪ There will be a second phase to the consultation. ▪ London could see budget cuts as the DfE trying to equalise budget allocations; potentially away from London to the Shires. ▪ There will be a cap on any gains / losses. <p>A vote was taken and the budget was approved unanimously.</p> <p>SF took the opportunity to thank SG and SKW for all of the work that they had done on preparing the budget; this commitment was crucial.</p>	
<p>8. Directors Report - Spring 2016 This was reviewed in detail at the Steering Group.</p>	
<p>9. Agree the minutes of the Full Governing Body Meeting on 16/03/2016 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 16/03/2016:</p> <p>a) Directors Report - Carried forward. ³⁵/₁₇ Closed - see agenda item 8.</p> <p>b) AON to update LA records re AB. ³⁵/₁₇ Closed.</p> <p>c) AON to update LA records re new VCoG. ³⁵/₁₇ Closed.</p> <p>d) AON to approach the LA re LA Governor nominations. ³⁵/₁₇ Closed - nominations awaited.</p> <p>e) Governors to forward soft copies of training materials to AON for Governor Room. ³⁵/₁₇ Closed.</p> <p>f) AON to resend login instructions for the Governor Room. ³⁵/₁₇ Closed.</p> <p>g) AON to create a new folder in the Governor Room for training materials. ³⁵/₁₇ Closed.</p> <p>h) AON to contact TG / GB re follow up Child Protection Training. ³⁵/₁₇ Closed - TG happy to provide a separate training session for both NEPS Governors and others.</p> <p>i) AON to upload the CP Training presentation to the Governor Room. ³⁵/₁₇ <u>Carried forward.</u></p> <p>j) Minutes of the Curriculum & Standards Meeting Carried forward. ³⁵/₁₇ Closed - Agenda item 11.</p> <p>k) MB to update the Child Protection Policy (item 15). ³⁵/₁₇ Closed.</p>	<p>AON</p>

<p>l) SB to forward her report re review of the Single Central Record. ³⁵ ¹⁷ <u>Carried forward.</u></p> <p>m) SKW to forward her Philosophy and Debating Society report. ³⁵ ¹⁷ <u>Carried forward.</u></p> <p>n) AON to circulate AD's Safeguarding report. ³⁵ ¹⁷ Closed.</p> <p>o) DK and JO to forward writing visit report. ³⁵ ¹⁷ <u>Carried forward.</u></p>	<p>SB</p> <p>SKW</p> <p>DK / JO</p>
<p>11. Minutes of the Curriculum and Standards Committee Meeting on 09/03/2016 for noting Noted.</p>	
<p>12. Minutes of the Resources Committee Meeting on 16/03/2016 for noting Noted.</p>	
<p>13. Verbal Update of the Steering Group Meeting on 20/04/2016 This meeting did not take place and is being rearranged.</p>	
<p>14. Correspondence to the Chair of Governors There was none of relevance.</p>	
<p>15. Any Other Business (as agreed above) There was none.</p>	
<p>22. Date and time of next meeting: Wednesday 6 July 2016 at 7PM</p>	

Meeting closed at 8:35PM