

NORTH EALING PRIMARY SCHOOL

The 4th Full Governing Body Meeting for 2014 - 2015 was held on 29 April 2015 at 7PM.

Attendees <u>Staff Governors:</u> Sally Flowers (SF) Sarah Symes (SS) <u>Parent Governors:</u> Jane Ootam (JO) <u>Co-opted</u> Sophie Baker (SB) Andy Beale (AB) Jackie Blazewicz (JB) Lynne Dallow (LD) Andrew Dharman (AD) Debbie Keenan (DK) Shirley Kenworthy-Wright (SKW) Dan Lawrie (DL) Usama Siddiqui (US) <u>Associate Members</u> Vicki Dale (VD) Chantelle Ludski (CL) Liza Webber (LW) <u>By Invitation</u> Judith Anderson (JA) Michael Belsito (MB) Sarah Gordon (SG) <th data-bbox="1102 141 1489 1178">Action</th>	Action
1. Welcome	
2. Apologies For absence Apologies were received from: <u>Parent Governors:</u> Anna Cox (AC) <u>Local Authority</u> John Popham (JP) No apologies were received from: <u>Parent Governors:</u> Ray Passant (RP)	
3. Authorised / Unauthorised absence The absences for AC and JP were both authorised. The absence for RP was not authorised.	
4. Declaration of Any Other Business (AOB) There were no declarations of other Business.	
5. Declaration of Interest in any Agenda Items There were no declarations of interest in any agenda items.	

6. Update: Strategic Finance

There are various things that impact on the SEF; the SEF is intended to show the big picture / helicopter view.

External influences include:

- ³⁵₁₇ 3 local schools
- ³⁵₁₇ The General Election
- ³⁵₁₇ Potential changes to the National Funding Formula
 - Could be a specific threat to London schools
- ³⁵₁₇ The new National Curriculum

We can normally meet the needs of the local community in terms of available places.

- ³⁵₁₇ We currently have 99 children in nursery (total capacity 100). WE had 83 in nursery at the start of this academic year.
 - Nursery numbers are revised termly.

The carry forward from 2014-2015 is £217K.

The SEN budget for 2015-2016 is £183,800.

The Pupil Premium budget for 2015-2016 is £93,700.

The key issues that we are going to have to address are:

- ³⁵₁₇ ICT, which is not fit for purpose.
- ³⁵₁₇ Space for interventions etc.

The total income per pupil is c. £4,300.

- ³⁵₁₇ If the conservatives are elected they may push towards a National Funding Formula which could take us to nearer a level playing field across the country.

Total income for 2015-2016 is:

- Block Grant £2,031,000
- Deprivation Factor £118,000
- EAL £21,600
- Lump sum £137,000
- SEN £183,800
- Pupil Premium £93,718

AB stressed that we need to maximise both pupils joining the school and income generation (see below).

SKW stressed that we need to recognise that some schools have less budget than we do.

Governors are expected to probe, challenge, monitor and manage the use of Pupil Premium.

Both SEN and Pupil Premium are revised annually.

c. 45% of pupils are EAL.

The benchmarking exercise will be based on 2014-2015 data when it becomes available..

³⁵₁₇ **We will need to benchmark against local outstanding schools.**

SG

<p>We will need to allocate £114K of the carry forward to balance the budget if the proposed budget is approved.</p> <ul style="list-style-type: none"> ○ This will leave £103K (3.5%) unallocated. <p>The proposed budget is sustainable for at least 2 years.</p> <p>US asked if we would see any inflationary adjustments.</p> <ul style="list-style-type: none"> ○ SKW advised that we are more likely to see a downward trend year on year. <p><u>The Resources Committee will be looking at alternative sources of income</u> once the budget has been finalised.</p> <p>³⁵₁₇ CL suggested that it may be better to focus on specific fundraising opportunities which may help parents to engage.</p>	<p>AB</p>
<p>7. Update: Strategic Development Plan</p> <p>The focus initially was on the actions from the 2011 Ofsted report:</p> <p>³⁵₁₇ To improve the quality of assessments.</p> <p>³⁵₁₇ To improve marking and feedback.</p> <p>³⁵₁₇ To fully develop the roles of leaders in monitoring the evaluation of outcomes.</p> <p>³⁵₁₇ SKW reminded Governors that Ofsted are due at any time.</p> <p>³⁵₁₇ The last SEF was prepared in December 2014 and identifies the areas that we need to address.</p> <ul style="list-style-type: none"> ○ The SEF is to be updated either at the end of the summer term or early in the autumn term when updated data is available. <p>³⁵₁₇ <u>Achievement</u> is rated GOOD</p> <ul style="list-style-type: none"> ○ Expectation has gone up. ○ Significant training for staff. ○ There will be an awareness session for parents later this week. ○ There has been lots of change this year. <p>³⁵₁₇ <u>Quality of teaching</u> is rated GOOD</p> <p>³⁵₁₇ <u>Behaviour</u> is rated OUTSTANDING</p> <ul style="list-style-type: none"> ○ This does not mean that there are no behaviour issues. <p>³⁵₁₇ <u>Leadership and Management</u> is rated GOOD</p> <ul style="list-style-type: none"> ○ The LA School Improvement Partner was very impressed at the review on Friday. <ul style="list-style-type: none"> ▪ A copy of the report will be circulated to Governors when received. ○ We had produced lots of evidence to support this judgement. <p>³⁵₁₇ SF advised that the <u>School Development Plan</u> (SDP) is constantly being updated.</p> <ul style="list-style-type: none"> ○ The SDP is closely linked to the budget. <ul style="list-style-type: none"> ▪ JO asked if the SDP could go in the new Governors Room. ▪ SF advised that there is an online SDP that she is keen to look at. ▪ It was suggested that the SDP be added to the new Governors Room. It was also noted that this document is subject to regular review. 	

<p>³⁵ ¹⁷ SF also advised that there had been a recent staff survey to check staff understanding of the vision:</p> <ul style="list-style-type: none"> ○ Satisfactory 8% ○ Good 54% ○ Outstanding 38% <p>³⁵ ¹⁷ DL asked what the timescales were for the priority areas:</p> <ul style="list-style-type: none"> ○ SF confirmed that all areas are Work in Progress. ○ SF also advised historically some of these areas have been restricted by lack of budget. <ul style="list-style-type: none"> ▪ EYFS is in track. ▪ Learning Values are ongoing. <p>³⁵ ¹⁷ US asked if the assessment had been conservative.</p> <ul style="list-style-type: none"> ○ SKW said that this was not the case and it had been externally validated. <p>³⁵ ¹⁷ SF advised that we are now base lining all new joiners because data has not been accurate.</p> <p>³⁵ ¹⁷ AD said that this presentation had been very useful.</p> <p>³⁵ ¹⁷ EW said that there was now much more constructive marking and feedback.</p> <p>³⁵ ¹⁷ SF advised that SEN children have had significant amount of work on their targets.</p> <p>³⁵ ¹⁷ US asked if it would be possible for both parents and children, rather than just children get feedback.</p> <ul style="list-style-type: none"> ○ SF said that this should be possible with Target Tracker. 	
<p>8. Budget 2015 / 2016</p> <p>The following papers were pre circulated:</p> <p>³⁵ ¹⁷ Like for like budget in the format provided by Bursarial Services (£3,028,940).</p> <p>³⁵ ¹⁷ Wish List budget in the format provided by Bursarial Services (£3,065,626).</p> <p>³⁵ ¹⁷ Briefing paper:</p> <ul style="list-style-type: none"> ○ The significant reduction in the total premises related costs are attributable to the fact that there were lots of one off costs last year. ○ We have seen a significant reduction in the rateable value of the school although this has no benefit for the budget as this is an in and out transaction with the LA. ○ AB stressed that there are issues down the road that we will need to address. <p>³⁵ ¹⁷ 3 Year forward looking budget projection.</p> <p>³⁵ ¹⁷ Pupil Premium Allocation 2015-2016</p> <ul style="list-style-type: none"> ○ Allocation £93,718 ○ Total spend £114,942.03 <p>³⁵ ¹⁷ Budget 2015-2016</p> <ul style="list-style-type: none"> ○ The budget allocation for 2015-2016 is £2,951,019 which is up 5% on last year. ○ The Like for Like budget in the sum of £3,028,940 was approved; this required support of £77,921 from the carry forward. ○ The focus then turned to the wish list budget in the sum of 	

<p>£3,063,626 which would require support of £114,607 from the carry forward.</p> <ul style="list-style-type: none"> ▪ AB stressed that the wish list had been significantly honed down. ▪ CL asked if we always aim to get the best price. ³⁵₁₇ SG said that we aim to get 3 competitive quotes. ▪ DL asked about the level of contingency. ³⁵₁₇ AB stated that we aim for a 4% contingency. ³⁵₁₇ SKW stressed the importance of a cushion to allow for unexpected items. ³⁵₁₇ The like for like budget as approved would leave a contingency of 4.73% ³⁵₁₇ The wish list budget if approved would leave a contingency of 3.49%. ▪ AB stressed that the ICT infrastructure is nowhere near where it should be. ▪ The CLIPS service is being replaced by Place2be. ³⁵₁₇ AD asked if we are able to bench mark this service. SF said that it had been hard to track this as it is run by the NHS. ³⁵₁₇ SF said that going forward we will be monitoring the impact of Place2be. ³⁵₁₇ SKW said that we already provide a good level of pastoral care. ³⁵₁₇ Place2be will be available to both staff and pupils and additionally Place2be will provide additional capacity (+1 day per week). ▪ The £5K allocated under New Curriculum and assessment relates to a new maths scheme. ▪ SF pointed out that our staff costs are high because staff at North Ealing do not tend to move on. ▪ SG stated that historically agency costs have been c. £95K and are now £c. £30K. ▪ SF assured Governors that the admin staff are chasing additional Free School Meals / Pupil Premium pupils. <p>○ SF advised Governors that the PTA have funded some of our wider wish list items.</p> <p>The wish list budget in the sum of £3,063,626 was approved.</p>	
<p>9. Agree the minutes of the Full Governing Body Meeting on 25/03/2015 These were agreed as a true and accurate record and were signed by SKW.</p>	
<p>10. Matters arising from the Full Governing Body Meeting on 25/03/2015 <u>These were deferred to the next meeting.</u></p>	<p>Agenda</p>
<p>11. Policies / Documents for adoption</p> <p>a) School Residential Trip (July 2015) ³⁵₁₇ SF provided details of the proposed residential trip to Marchants Hill Rural Centre, Tilford Road, Hindhead, Surrey from the 6th of July 2015 (from 9:30AM) to 10 July 2015 (3PM). ³⁵₁₇ The form SV1 was pre circulated. ³⁵₁₇ <u>This trip was approved subject to submission to the Full Governing Body of an End of Journey Statement in the autumn term.</u></p>	<p>Agenda</p>
<p>12. Correspondence to Chair of Governors</p>	

There were no items of correspondence.	
13. Any Other Business (as agreed above) There were no items of other business.	
22. Date and time of next meeting: Wednesday 8 July 2015 at 6:45PM for 7PM.	