



Children and Young People's Service
ALEXANDRA PRIMARY SCHOOL
 Minutes of the Governing Body Meeting
 Wednesday 26 May 2021 at 6.00 pm

MEMBERSHIP	
<p>Local Authority Governor (1): Caroline Schloss (CS), (090723) CHAIR</p> <p>Headteacher: (1) Manjit Dulay (HT), Headteacher (<i>ex officio</i>) (080223)</p> <p>Staff Governor (1): Gemma Seymour (GS), (051123)</p> <p>Associate Members (2) Mark Greaves (MG), (080322) Jackie Ferdinand (JF), (080322)</p> <p>Governing Body Clerk: Andreas Adamides (AA) Haringey Education Partnership *Denotes Absence</p>	<p>Co-opted Governors (7): Sally Lask (SL), (090623) *Margaret Luchman (ML), (201121) Vanessa Stansall (VS), (051123) Elina Nupponen (EN), (250224) Dorina Calin (DC), (090623) *Amrit Bangard (AB), (090723) Katie Tucker (KT), (090723) Vice-Chair</p> <p>Parent Governors (2): Ahlisha Donovan (AD), (211122) *Iftikhar Khan (IK), (211122)</p> <p>Also invited: John Coggin (JC), Deputy Headteacher Katie Wetherill (KW), School Business Manager Phillipa Kennedy (PK), Creative Arts Lead.</p>

PART I

1. **WELCOME AND OPENING REMARKS AND APOLOGIES**
 - 1.1 The Chair (Caroline Schloss (CS)) opened the online meeting and welcomed everyone, and introductions were made.
 - 1.2 Apologies were received from Margaret Luchman, Amrit Bangar and Iftikhar Khan. The meeting was quorate.

2. **DECLARATIONS OF BUSINESS INTERESTS, PECUNIARY OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA**
 - 2.1 None.

3. **MINUTES OF THE GOVERNING BODY MEETING HELD ON 9 MARCH 2021 AND MATTERS ARISING**
 - 3.1 The minutes of 9 March 2021 were **agreed** as a true and accurate record; signed off by the Chair, duly returned to the school for safekeeping.
 - 3.2 The actions from the 9 March 2021 minutes were noted as follows:
 - 3.6 The Committee chairs would look at the committees' terms of reference to ensure they are not repetitive. Completed. The committees' terms of reference did not need to be amended.



- 4.2 SENCO will forward details of an online safeguarding course. Completed, details of a NSPCC safeguarding course were sent to and governors. Ideally all Governors should attend the HEP safeguarding course but if that is not possible then the NSPCC course is an online alternative
- 6.5 Write again to Haringey about playground equipment. Completed.
- 7.1 Look at the BAME action plan and data. Completed.
- 9.1 Add the need to refer concerns to the DSL in a timely way before the end of the school day to the Child Protection and Safeguarding Policy. Completed.
- 9.2 Add e-gaming and e-sports to the Online Safety Policy. Completed.
- 10.3 Jackie Ferdinand to forward information about adults' safeguarding that could be checked against existing policies. Completed.
- 11.1 Two new members will attend the new induction governor training. Ongoing.
- 11.3 Jackie Ferdinand will consider being the Pupil Premium Link Governor. Ongoing.
- 11.4 Mark Greaves will consider a link role. Ongoing.

4 Arts Mark

- 4.1** Phillipa Kennedy (PK), Creative Arts Lead advised that the school was given the Silver Arts Mark award last year. Then the School wrote a statement of commitment for the next 2 years, to reach the next stage. This next step starts in September, including a budget to ensure that the creative arts are at the heart of what the school will be doing. At the end of 2 years the school will need to produce a statement of impact to show the journey.

Q= Did the Silver Award take two years?

A= Yes, it takes up to 2 years for each award.

Q= Are other staff members supporting you with this?

A= Yes, I work with the Assistant Head from the SLT, and will enable other members of staff to be part of this. We will keep this matter on the GB's agenda.

Q= How did the children react to the award?

A= The children were aware of the impact of what we did to achieve the award; including the impact of pupil voices and the arts ambassadors (being trialled in Year 6). Year 6 planned their arts curriculum with me, including the Hockney inspired iPad art project in Summer 1.



- 4.2 Governors approved the statement of commitment and commented that it looks good and is in line with the transition plan for children. Partnerships are a key part of the Arts Mark.

5 CHAIR'S CORRESPONDENCE

- 5.1 CS thanked governors for supporting the school during this difficult year.
- 5.2 CS commented that the school is in capable hands with the SLT, and that the School has been complying with all the difficult regulations.
- 5.3 Governors thanked CS for her leadership and for working so hard.
- 5.4 CS stated that Governors hope to return to more regular roles next year.
- 5.5 **CS stated that at the next meeting, parental engagement, expansion of link governor roles, the Ofsted window and the equality policy will be on the agenda.**

6 2021/22 BUDGET APPROVAL

- 6.1 Governors noted that the draft 2021/22 budget was discussed at Management Committee, and that a balanced budget was set, despite the reduced pupil numbers.
- 6.2 Katie Wetherill (KW), School Business Manager advised that the 2020/21 budget ended with a £250k carry forward, including £50k for debtors, which leave £200k.
- 6.3 Staffing changes this term were helpful in setting the new budget. The budget includes a one-off amount of £40k for LED lighting upgrades. The pupil numbers used for the new budget are based on the October census, and pupil numbers have increased since. In future an adjustment should be made by the LA for the extra pupils. The year 2 and 3 budgets assume similar pupil numbers.
- 6.4 KW advised that the new budget includes no pay increases for teaching staff in 2021/22, apart from increments. 2% pay increases have been added in years 2 and 3. The School is still not running swimming and sports coaching clubs.
- 6.5 KW advised that the predicted carry forward at the end of 2021/22 is £92k. The capital budget includes costs to replace the server.

Q= Last year we spent only £23k out of the £32K budget for energy, which included periods during lockdowns. Why is the budget still £23K?

A= Because having the lighting replaced will save energy this year, and we have had new boilers, which will save on gas costs. Water costs are high, because of not having had a bill for a year. We have now had new meter reading points installed and have kept £10k in the budget for the backdated water bill. We will be able to move water provider once the issue is resolved.

- 6.6 Governors **approved** the 2021/22 school budget.



7 **COMMITTEE REPORTS**

- 7.1** Governors noted the Management Committee minutes from 18 May 2021. CS advised that the Committee discussed the school’s new budget and the closure of the school due to lead paint on the windows. The GB is looking at complaining to the LA about how this was handled. The Committee discussed pupil numbers, which have fallen in London, and will keep an eye on future pupil numbers.
- 7.2** Governors noted the Safeguarding Committee minutes from 28 April 2021. CS advised that the Committee discussed the higher number of vulnerable pupils partly due to the effects of COVID. The Committee discussed that attendance has been good. Plus, about mental health and wellbeing, and about far right extremism. The far-right fact sheet was helpful.

8 **HEADTEACHER’S REPORT**

- 8.1** HT advised that pupil numbers at the census were high thanks to the admin team who deal with admissions. There were 394 pupils, including 109 on FSM. The census showed that the main EAL groups, were Albanian, Bulgarian, Turkish, Spanish and Polish
- 8.2** HT advised that the School’s Risk Assessment (RA) has been adjusted as needed, but there have not been many changes to the schools’ operations. Children still cannot sing, and music teaching is carried out carefully. The school is waiting for guidance for the period from 21 June. Staff have been thinking about the curriculum offer, especially for Year 6 and intend to plan for activities that are possible. Remote learning videos have gone live showing lockdown learning for each class, and there is a whole school focus of ‘Letting Go and Moving on’. In the first few weeks back, there was a big PHSE focus, and staff are still supporting mental health, including in family’s week. Children’s wellbeing is a big issue this term, for some year groups especially in Year 6, compared to September 2020. Year 6 have been supported to be engaged and are going to transition days. Wellbeing has been at the heart of the return to School.
- 8.3** The Arts Mark has been a 2-year commitment, and the School is planning to have an artist in residence, children did wonderful lockdown art which on display at Bruce Castle Museum.
- 8.4** HT advised that the PHSE curriculum policy is being drafted.
- 8.5** Gemma Seymour (GS) advised that parts of the PHSE curriculum will be statutory, and the policy will be split, with a relationship education element (partly within PHSE) and a health and sex education element (in the statutory Science curriculum). There is also non-statutory sex education, which is not in Science.



8.6 GS advised that the school would lay out what is statutory and non-statutory sex education (which is the only part parents can withdraw from). The focus on wellbeing is positive, keeping safe in relationships including online. The next draft will be ready in next few weeks.

Q= It might be helpful to have pre-learning for parents?

A= This came out of workshops when we discussed the policy, and parents want to have more details. Parents have the right to withdraw from the non-statutory elements, with a form saying why they wish to do this. We will outline in the policy what is statutory and what is not. We think it is important for children to learn with the right and appropriate language including in Science and it is important for families to understand the curriculum and their rights.

Q= Could we have short videos, with pre learning for parents, especially from a cultural perspective? Is it only in Year 6 that parents can withdraw their children?

A= There are elements in each year group that are non-statutory education, most are in Year 6, with one or two lessons in other years. We could have zoom sessions to discuss the content with parents.

Q= Pre learning is a good idea to have a chance to understand what children will be taught. Are many parents likely to decide to withdraw their children?

A= It is important to discuss this with parents, ultimately it is their decision whether to withdraw from non-statutory lessons. We do understand that there are cultural issues, but it will be useful to understand what else we can do to support parents. Some families will want to talk to their children first. Another national issue is about training for teachers, we will involve the LA to also support teachers with this curriculum.

Q= Is safety, the issue of normalising behaviour seen on social media and appropriate safe relationships going to be looked at?

A= It is covered in statutory relationship education.

8.7 Governors raised the importance of contextual safeguarding, which is about the context of safety outside of the family home.

8.8 Governors **delegated** approval of the RSHE Policy to the Curriculum Committee.

8.9 HT advised that premises issues were covered in the Management Committee.

8.10 HT advised that subject leaders are working on the end of year SDP reviews and actions for next term.



9 INCLUSION/BAME UPDATE

- 9.1 HT advised that the HT and DHT attended the BAME champions meeting at HEP, and that the school is carrying out many of the good practices discussed. The school circulated the BAME conference materials.
- 9.2 Governors noted the discussions about the possibility of a BAME Committee Attainment of staff and governors, which will be a high priority for September.
- 9.3 HT advised that staff are regularly having conversations about diversity, BAME attainment and inclusion in School.

10 POLICY REVIEW:

- 10.1 Governors **approved** the Equalities' Objectives Policy. Which was looked at by SLT and at a governors' subcommittee. MG to have an overview (watching brief) of the objectives but will include other link governors.
- 10.2 A discussion was held about the Equalities' Objectives including references to equity, the wish to support pupils who are underachieving and those who are achieving well. Plus, about including data to identify patterns of achievement, how much of the development plan includes equality. **The language in the Equalities' Objectives should change to people with disabilities. JF can support this area**

11 Safeguarding (safeguarding question)

- 11.1 Governors discussed the safeguarding question (Consider ways that that is currently done in Alexandra and what further involvement with families we should be working towards).
- 11.2 **Governors noted that it would be good to sign post parents to organisations that can help families, and that it could be worth doing a mapping exercise about how the school sign posts, and to list support organisations on website.**
- 11.3 Governors noted that the school did a good job during lockdown by staying in touch with families.

12 Governors' School Visits /Link visits

- 12.1 **The GB noted that the two new members will attend the new governor induction training.**
- 12.2 Governors noted that the SEND and Safeguarding Link Governors have been in touch with the school virtually.
- 12.3 Governors noted that VS is supporting the work for the Arts Mark.
- 12.4 **Governors noted that will arrange visits next term.**



13 2020/21 GOVERNING BODY DATES

13.1 The following dates were noted:

- 23 June.
- 16 November 2021, 22 February 2022, 24 May 2022 and 12 July 2022.

Meeting ended at 7.15 pm.

Signed..... Dated.....

Caroline Schloss – Chair - Alexandra Primary School

List of agreed Actions

Item	Action	By whom
5.5	Parental engagement, expansion of link governor roles, the Ofsted window and the equality policy will be on the next agenda.	GB
10.2	The language in the Equalities' Objectives should change to people with disabilities. JF can support this area.	HT/JF
11.2	Signpost parents to organisations that can help families, and that it could be worth doing a mapping exercise about how the school sign posts, and to list support organisations on website.	KW/KT
12.1	Two new members will attend the new governor induction training.	GB
12.4	Governors will arrange visits next term.	GB