



# Children and Young People's Service ALEXANDRA PRIMARY SCHOOL Minutes of the Governing Body Meeting Tuesday 12 July 2022 at 6.00 pm

MEMBERSHIP	
<p><b>Local Authority Governor (1):</b> Caroline Schloss (CS), (090723) CHAIR</p> <p><b>Headteacher: (1)</b> Manjit Dulay (HT), Headteacher (<i>ex officio</i>) (080223)</p> <p><b>Staff Governor (1):</b> Kate Birch (KB) (151125)</p> <p><b>Parent Governors (2):</b> Simone Brooks (SB) (151125) Iftikhar Khan (IK), (211122)</p> <p><b>Associate Member</b> Ruth Tanner (RT), (200223)</p>	<p><b>Co-opted Governors (7):</b> *Margaret Luchman (ML), (151125) Vanessa Stansall (VS), (051123) Elina Nupponen (EN), (250224) Dorina Calin (DC), (090623) *Katie Tucker (KT), (090723) Vice-Chair Mark Greaves (MG), (220625) Jackie Ferdinand (JF), (220625)</p> <p>*Denotes Absence.</p>
<p><b>Governing Body Clerk:</b> Andreas Adamides (AA) Haringey Education Partnership</p>	<p><b>Also invited:</b> Stephanie Clarke (SC), Headteacher from September 2022 John Coggin (JC), Deputy Headteacher Katie Wetherill (KW), School Business Manager.</p>

## **PART I**

### **1 WELCOME, OPENING REMARKS, APOLOGIES AND MEMBERSHIP**

- 1.1 The Chair (Caroline Schloss (CS)) welcomed everyone, and introductions were made including from Stephanie Clarke the new Headteacher from September 2022.
- 1.2 Apologies were received from Margaret Luchman and Kate Tucker.

### **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 24 MAY 2022 AND MATTERS ARISING**

- 3.1 The minutes of the meetings held on 24 May 2022 were agreed as a true and accurate records, with the clarification to point 4.2 to say that Governors did not find the Ofsted questions overly challenging. The minutes to be signed off by the Chair and duly returned to the school for safekeeping.
- 3.2 The actions from the minutes were noted as follows:
- 3.2 CS will look at governor training in future including about the understanding of how the curriculum meets all children's needs. This was

following a self-evaluation. **The Curriculum Committee will look at the issue of how the curriculum meets all the children's needs using the Ofsted framework.**

- 3.2 The idea of having an inclusion policy in future. Completed.
- 3.2 STEAM visit report. Ongoing. IK will write a STEAM visit report.
- 4.4 GB to discuss the Education White Paper at the next meeting. Completed.
- 6.2 KT will carry out the SCR governor check and will name governors who will do this in future. SCR was inspected. Completed.
- 6.4 The Management Committee will be report at the next meeting. Completed
- 10.2 CS will email a list about end of year performances for governors to attend. Completed.

#### **4 CHAIR'S CORRESPONDENCE**

- 4.1** CS advised that the government's education bill included the requirement for schools to become part of a MAT by 2030. CS went to a Haringey meeting about the possibility of forming a MAT or a group of MATs, and the GB should continue to discuss this matter and will form a view. HT advised that there are good models of collaboration, and governors should think about what would meet the school's needs. The school has a unique vision in the centre of the borough and has a lot to offer. The GB to ensure that any changes to structures should enhance the school including outreach work and pupil support. Challenge Partners can provide a good structure to work with other schools
- 4.2** CS advised that whole school wellbeing should continue to be a priority, and the GB should look at the **Governors' role supporting staff wellbeing including leaders in the informal meeting.**
- 4.3** CS advised about school place planning in the borough. HT, JC and CS attended an LA meeting about the predicted data and the falling pupil rolls. Governors to consider how the school can be the school of choice and continue working with other local schools, with falling pupil numbers.
- 4.4** Governors noted that the school had 38 Reception pupils for September, and that 2 local schools have reduced their reception classes for September. Plus, there is a new housing development nearby, which could help pupil numbers in the future. JC advised that the HT NLC discussed long term planning in the borough, and the view of the independent adviser on admissions.
- 4.5** HT advised that the Cabinet Member and Assistant Director visited the school and agreed that a more strategic approach for dealing with reducing pupil numbers was needed. There was an issue about schools in the west of the borough widening their catchment areas. The LA should promote the school including about it being the lead school for the

Paul Hamlyn Fund to develop teachers, one of only 6 in England. Wood Green NLC wishes to promote schools in the area. Alexandra Primary wishes to be a school of choice.

## **5 REPORT FROM COMMITTEE CHAIRS (CURRICULUM AND MANAGEMENT)**

- 5.1** Governors noted the Curriculum Committee minutes from 8 June 2022. JF reported that the Curriculum Committee looked at the evidence of how well the school was doing and raised the issue of Ofsted not looking at the pupil data. HT advised that Ofsted looked at quality first and teaching and learning and the pupil voice. The focus on the inspection was the curriculum which was positive. The school had 35% mobility, which makes data different to the national averages. The Ofsted report showed what the school is working every day to improve teaching and learning. Ofsted looked at contextual data in advance, but the data did not form the basis of the conversation which was about the curriculum and how children are learning. The Committee spoke about showcasing pupil progress at the new parents meeting.
- 5.2** Governors noted the Management Committee minutes from 20 May 2022. CS reported that the Committee looked at the finances, the new budget, school pupil numbers, policies (including wellbeing), and will introduce an exit interview policy.

## **6 SAFEGUARDING QUESTION**

- 6.1** Governors noted the Safeguarding Question: Scenario: Amira is three years old. Today, she arrives late when she is usually on time; Her Mother is upset and says they overslept. Amira becomes tearful when her Mother leaves and wants only to sit and look out of the window. She is normally happy and engages in lots of play. Later that morning, you see Amira playing with two dolls. She is bashing them together and repeating “stop it”. The child sees you watching, stops playing and bursts into tears.
- 6.2** Governors discussed the question which highlighted the importance of being aware of differences in children’s behaviour, and for staff to ask themselves if there are issues. Plus, staff to think about who they would talk to in these situations. Should they discuss the situation with parents? This would depend on the situation and the teacher should check with the DSL, who would check with the MASH team, before speaking to parents.
- 6.3** Governors commented about the importance of the context of the situation, including discussions with parents, who can be signposted to other services, or which could highlight other concerns. The importance of staff keeping an eye on children to be vigilant was discussed, and that more referrals to the MASH team are made in the lower school.

## **7 HEADTEACHER’S REPORT**

- 7.1** HT sent the report in advance of the meeting and highlighted the recent sports day went very well.

- 7.2** HT advised that the Ofsted report was positive, she was proud of the team who achieved the good outcome including about building character.
- 7.3** HT advised that the Paul Hamlyn teacher development fund was launched, with a focus on oracy (which is important for many of the children), and that the new HT is committed to the project. There will be an artist in residence, in the first year for CPD and to lead classes, and teachers will lead classes in the second year.
- 7.4** HT advised that Talk for Writing was developing across the school. KS2 was moderated and showed the value of this work.
- 7.5** There were 394 pupils in school an increase from 360 at the start of the year. The Nursery had 24 pupils, an increase from 14 including rising 3s. The maximum number in the nursey is 26.
- 7.6** There will be 38 to 40 Reception pupils from September. There were 44 Reception pupils this year an increase from 38 at the start of the year.
- 7.7** The SDP curriculum leads reported about their subjects, in the same format, showing the impact of the work.
- 7.8** The School Improvement adviser (SIA) visited and came in for a follow up visit, working with teachers and the SLT to look at the SEF post Ofsted including with feedback. The SIA advised that behaviour and attitudes, personal development and EYFS should be judged as 1s.
- 7.9** Governors **approved** the Pupil Premium report which was on the website showing the impact on year groups.
- 7.10** Summer term events were highlighted including the visit by the local MP who discussed climate change with Year 5 (which they were interested in). Plus, visits from HEP's CEO, the Assistant Director, the Lead Cabinet Member.
- 7.11** SBM advised about building works. The scaffolding went up, the windows replacements were happening over the summer, and the radiators were due to be replaced shortly. The LA have paid for 6 parking permits because the playground spaces were taken up by the contactors. There is much local building work in the area, causing logistical issues.
- 7.12** SBM advised that Awesome Kids were moving to Heartlands School over the summer. The building works were still planned to be completed by November 2022.
- 7.13** JC reported about pupil data. In EYFS 73% achieved GLD (which was an increase). In Year 1 56% passed the Phonics test (achieving 32+), which was a decrease from 2019 due to disrupted education. In the Year 4 Multiplication test 33% achieved 25 out of 25, 61% scored 20+, the focus will be on the 26% of pupils who scored below 15.
- 7.14** JC reported about KS2 data. Reading was at 66% (similar to 2019). Writing was 72% (89% for pupils who had been in the school since reception). Maths was 57% below the national average (73% for pupils who had been in the school since reception). The school needs to look at maths interventions. 53% of KS2 pupils achieved the combined outcome (70% for

pupils who had been in the school since reception). The school will look at the data and the lessons to be worked on.

- 7.15 Governors noted that the SEND numbers were high in Year 1 who took the Phonics test. Overall, there were 7 EHCPs, with 3 pending in the school.
- 7.16 **HT advised that the school would do an analysis of the pupil data in the autumn term** including the national data, and the impact of mobility in Year 6, out of 56 children, 13 were new since Year 5.
- 7.17 HT advised that the Destination Reader team are progressing and the DR lead teacher, was accredited as a national practice teacher. Plus, that the school will continue as a hub school for Daily Supported Reading.
- 7.18 Governors noted that attendance was good at 94.6%, which was affected by children with bugs, and some with COVID. 14% were persistently absent, staff were working on supporting families and explaining their legal responsibilities, meetings with the EWOs were held.

## 8 **POLICY REVIEW:**

- 8.1 Governors discussed the introduction of a School Uniform Policy.
- 8.2 Governors noted that the school donated lost school uniform items to families who attending the food bank (after washing them). Plus, that parents can donate uniforms that children have grown out of. The hardship fund supported families including with shoes.
- 8.3 Governors **approved** the Exit Interview Policy. (The Management Committee changed the policy and will monitor it in future).

Q= Many of the questions are closed, can there be open questions about why people are leaving? Do we need a questionnaire if they are having an interview?

A= It is the beginning of a conversation with governors, and we can review the questions after they are attending interviews. CS to talk to new HT next term about this matter.

Q= Can we look at if there is a link between demographics and their experiences, about why they are leaving?

A= We will look at this issue

- 8.4 Governors **approved** the Sports premium return (to be included on the website)
- 8.5 Governors **approved** the School Led Tutoring return (which was submitted).

## 9 **GOVERNORS' SCHOOL VISITS /LINK VISITS**

- 9.1 Governors noted that HEP will have a governor training programme in the autumn.
- 9.2 **Governors noted that IK will send a STEAM report**
- 9.3 Governors noted that EN sent 2 SEND reports, which highlighted early identification and the EHCP applications. There were 70 children on the SEND register, and the SENCO is



very proactive with EHCP applications, with some delays from the LA. Parent communications about children on the SEND register will be a priority next year including coffee mornings.

- 9.4** SENCO advised that more SEND children were being sign posted to the school because of having good SEND support, but if there were too many it would affect resources.

## **10 AOB & 2022/23 GOVERNING BODY DATES**

- Informal GB meeting Thursday 29 September 2022 at 6 pm (in school/online option)
- Tuesday 15 November 2022 - 6 pm
- Thursday 23 February 2023 – 6pm
- Tuesday 23 May 2023 – 6 pm
- Thursday 13 July 2023 – 6 pm.

**10.1** CS thanked AA for his work over the last few years.

**10.2** Governors thanked HT for an amazing 6.5 years, making the school happy and amazing.

**10.3** HT said that she is glad that the school has been transformed with great a SLT, DHT, and the team to implement the vision, and to work with families in a particular way. The success of the school was based on everybody contributing, and staff who left became leaders in new schools. HT thanked the SLT and Governors who had been supportive.

**10.4** A governor said that their child will never forget HT, and that the culture was about the care of the children and the focus on the children.

Meeting ended at 7.30 pm.

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

**Caroline Schloss – Chair - Alexandra Primary School**

### **List of agreed Actions**

Item	Action	By whom
3.2	The Curriculum Committee will look at the issue of how the curriculum meets all the children's needs using the Ofsted framework.	GB
4.2	Governors' role supporting staff wellbeing including leaders in the informal meeting.	GB
7.16	Analysis of the pupil data in the autumn term	HT
9.2	Governors noted that IK will send a STEAM report	IK