

NORTH EALING PRIMARY SCHOOL

The 1st Full Governing Body Meeting for 2020 – 2021 was held on Wednesday 25 November 2020

The meeting was held via Zoom

MINUTES

Agenda items	Actions
<p>Attendees: Jackie Blazewicz (JB) Lynne Dallow (LD) Andrew Dharman (AD) Sally Flowers (SF) Joanne Gravestock (JG) Lutz Johnen (LJ) Debbie Keenan (DK) Dan Lawrie (DL) Helen Rai (HR) Sarah Symes (SS) Monika Nangia (MN) Isobel Sward (IC)</p> <p>Also in attendance: Michael Belsito (MB) Marcia Bruley (MBr)</p>	
<p>Ofsted Update HR stressed that she was doing this update as a Governor and headteacher based on available information.</p> <ul style="list-style-type: none">• Inspections are on a 4 year cycle and we would normally expect our next inspection in spring 2021.• Ofsted will call between 10:30 AM and 2 PM on the day before to confirm the arrangements.<ul style="list-style-type: none">○ This is followed up by a call (90 minutes) from the Lead Inspector to the Headteacher.• We would expect a Section 8 inspection.<ul style="list-style-type: none">○ 2 day inspection.○ They will check the school to ensure that it remains GOOD.○ If they assess that the school status may change then they would convert to a Section 5 inspection.• There is no requirement to provide attainment and progress data.• There can be a transition period of 2 years for schools implementing the new curriculum.<ul style="list-style-type: none">○ It is however not a good idea to get this.• Deep dives are not across the school, but the Inspector will pick year groups.<ul style="list-style-type: none">○ Pupil Voice – do children know what they are being taught.• Inspectors will talk to Governors.<ul style="list-style-type: none">○ It is important for some governors to attend.○ Only needs to be a small number of Governors.○ The Inspectors will want to clarify points by triangulating between discussions with:<ul style="list-style-type: none"><input type="checkbox"/> Teachers<input type="checkbox"/> Headteacher<input type="checkbox"/> Governors• It is unlikely that there will be any inspections in the spring term (this has subsequently by Ofsted).• The current visits will inform the next steps for Ofsted.<ul style="list-style-type: none">○ There may be an increased focus on SEND / Pupil Premium, including	

<p>closing the gap.</p> <ul style="list-style-type: none"> ○ Review of how the catch-up funding has been allocated. ○ Attendance. ○ Staff wellbeing. <p>It was agreed that we would arrange a follow up session nearer to the time when an inspection is due.</p> <p>SF thanked HR for her very informative update.</p>	
<p>1. Welcome</p>	
<p>2. Apologies For absence Apologies were received from Liza Webber (EW).</p> <p>All other Governors were in attendance.</p>	
<p>3. Authorised / Unauthorised absence The absence for EW was authorised.</p>	
<p>4. Declaration of Any Other Business (AOB) DK: Confidential item.</p>	
<p>5. Declaration of Interest in any Agenda Items There were no declarations of interest in any agenda items.</p>	
<p>6. Headteacher's Report The Headteacher's Report and the following documents were pre-circulated. <u>Headteacher's report.</u></p> <ul style="list-style-type: none"> ● School Context. <ul style="list-style-type: none"> ○ HR asked about the SEND numbers. <ul style="list-style-type: none"> □ The reason for the reduction in the SEND numbers was that last year's year 6 had a lot of SEND cases, additionally we have reviewed more accurately. <ul style="list-style-type: none"> ● Additionally there were lots of SEND cases in Nursery who did not transition to Reception. ○ HR asked how many of the children recorded as EAL were new to English versus EAL. <ul style="list-style-type: none"> □ SF said that more were probably new to English but do not put it on the form. □ SF added that we had e joiners to year 6 in September who did not have a word of English. ○ DK observed that overall we are "boy heavy"(350 v. 300). ○ SF pointed out that St Gregory's are struggling, and that Montpelier have some movement but not as much as us. ○ We have 5 children due to join in the next few days. ○ A number of children are going to private schools. <ul style="list-style-type: none"> □ At least in part due to smaller classes and more space. ○ Ada Lovelace is benefitting Montpelier rather than us. ● Pupil attendance <ul style="list-style-type: none"> ○ Our SEND pupils are doing well. ○ We are watching the EAL attendance. ○ We are chasing hard to get children I school. ○ Every child in year 6 who were isolating engaged in remote learning. 	

- Staff attendance
 - We have 2 members of staff on long term sick.
 - We have 2 members of staff shielding due to pregnancy.
- Free School Meals
 - MB has been delivering food parcels to FSM pupils.
- Reception Baseline assessment.
 - We started trialling the Reception baseline last week.
- Recovery Curriculum.
 - AD asked about how we were assessing the gap.
 - The focus in half term 1 was on settling the children in.
 - In half term 2 we focussed on gap analysis.
 - We should have covered most areas by year end.
 - We are holding pupil progress meetings.
 - AD then asked what we are using for monitoring.
 - SIMS.
 - There will be an update on White rose Maths at Curriculum and Standards.
- Music
 - Children are really enjoying it.
- Relationship Education.
 - We did a lot on this before lockdown.
 - We are looking at gaps in years 5 and 6.
 - There will be training for teachers in January.
 - We have lots of families that have joined since lockdown and we may need to do something for these parents.
- Racist Incidents.
 - There have been 6 racist incidents so far this term.
 - Some are repeat offenders.
 - 1 is known to Prevent.
 - JG asked how long we tolerate this type of incident.
 - We follow our behaviour policy.
 - We wont put up with much more.
 - HR observed that as Governors we are confident that appropriate procedures are being followed.
- Exclusions.
 - We have had 1 permanent exclusion which was really difficult.
 - The mother understood why he had to permanently exclude her child.
- Place2Be.
 - We will have additional counsellors from January.
- NQT's.
 - The NQT's are doing well.
- Staff workload.
 - We are limiting meeting times and focusing on what is adding value.
 - AD asked about Staff workload / Wellbeing.
 - We have had lots of conversations with individuals.
 - We have reduced meeting times.

- We have reduced marking time.
- Staff have spoken to Place2Be / SF.
- Some staff have used Workplace Options.
- We are planning "online" social events at Christmas.
- SF said that she worries about the Core Team.
- AD said that he has compiled materials for Mental Health / Wellbeing.
 - AD to send a copy to SF.**
- **SF said that it would be good to do another staff survey.**

AD
SF

- Parking and Traffic Issues.
 - The situation has been exacerbated by Covid 18 where we are using more entrances.
 - SF and DK have met with the local MP to discuss the traffic issues.
 - The lines around the crossing have been repainted.
- Ealing Learning Partnership (ELP).
 - We are being asked to commit for a further 2 years.
 - This is currently discussion.
 - We will probably sign up.
- Safeguarding.
 - We have launched "My Concern" to replace Pink Slips.
 - All concerns automatically go to MB, SF, MBr, and EW.

Updated Covid 19 Risk Assessment.

- Noted.

Baseline Data.

- Noted.
- HR said that it will be useful for Governors to know which interventions are adding value / providing most impact.
 - We will do a further Pupil premium review for these children before Christmas. We will be able to see the impact.
- DL added that we as Governors need to be aware in the gap trend of PP and non PP.
 - SF pointed out that this was included in the Pupil Premium strategy for Curriculum and Standards.

Remote Learning Policy.

- Noted.

Pupil Premium Strategy.

- Noted.
- We will probably see an increase in Pupil premium children by January.

School Clubs.

- Noted.

PE and Sport Premium Report.

- Noted.

Curriculum Vision.

- Noted.

Update on burst pipe incident – September 2020.

- SF confirmed that the insurers have agreed to meet the claim.

<ul style="list-style-type: none"> • The LA have said that we need to check for asbestos. • The boilers will be replaced next summer. <p>DK thanked everyone for their input.</p>	
<p>7. Governing Body Matters</p> <p>a) Governing Body Vacancies</p> <ul style="list-style-type: none"> • We currently have 2 Parent Governor vacancies, and this will increase to 3 in December. • We currently have 1 Co-opted Governor vacancy. <p>b) Governors with their term of office ending this year</p> <ul style="list-style-type: none"> • The Term of Office for LJ ends on 11/12/2020. <ul style="list-style-type: none"> ○ LJ advised that he may be moving away from the Pitshanger area in the New Year. ○ <u>DK said that she will discuss the options with LJ.</u> <ul style="list-style-type: none"> <input type="checkbox"/> Advertise for Parent Governors. <ul style="list-style-type: none"> • This is not Possible. <input type="checkbox"/> Elect LJ as a Co-opted Governor. <input type="checkbox"/> Elect LJ as an Associate Member. <ul style="list-style-type: none"> • LJ would not have a vote as an Associate Member. <p>AON pointed out that we have been carrying the 2 Parent Governor vacancies for around 12 months.</p> <ul style="list-style-type: none"> • AON also pointed out that the recommendation from the LA is not to hold Parent Governor elections at this stage (due to Covid). • AON suggested that Ofsted would not look positively if we had no Parent Governors. • DK stressed that whilst we will not have any Parent Governors we do have a number of parents as Co-opted governors. • HR pointed out that Parents who are Co-opted Governors do not represent the view of parents. <p>HR proposed that we amend the Instrument of Government (IOG) by reducing the number of parent Governors to 2(3) and increase the number of Co-opted Governors to 10 (9).</p> <ul style="list-style-type: none"> • <u>AON to prepare and submit the revised IOG.</u> 	<p>DK</p> <p>AON</p>
<p>8. Agree the minutes of the Full Governing Body Meeting on 1 July 2020</p> <p>These were agreed as a true and accurate record of the meeting.</p>	
<p>9. Matters arising from the Full Governing Body Meeting on 1 July 2020:</p> <p>a) DK to allocate curriculum areas to Governors.</p> <ul style="list-style-type: none"> • <u>Carried forward.</u> <ul style="list-style-type: none"> ○ Curriculum Development. ○ Right respecting. ○ RSE – IS ○ Early years. ○ Safeguarding – AD • SF, MB and MBr to discuss. <p>b) DL to provide a photograph for the website</p> <ul style="list-style-type: none"> • Closed. <p>c) SF to circulate Term Dates for 2021 – 2022</p>	<p>SF</p>

<ul style="list-style-type: none"> • Closed. d) SF to arrange to remind parents about the role of Governors • <u>Carried forward.</u> 	SF
<p>10. Committee Minutes for noting:</p> <p>a) Curriculum & Standards – 11 November 2020</p> <ul style="list-style-type: none"> • Noted – DL said that he had nothing to add. <p>b) Resources – 11 November 2020</p> <ul style="list-style-type: none"> • Noted – AD said that he had nothing to add. 	
<p>11. Policies / Documents for adoption All policies / documents were pre-circulated.</p> <p>a) Exclusion of Pupils</p> <ul style="list-style-type: none"> • Approved. <p>b) Financial Administration Policy</p> <ul style="list-style-type: none"> • Approved. <p>c) Guidance on Management of Absence</p> <ul style="list-style-type: none"> • Approved. <p>d) Probation Policy</p> <ul style="list-style-type: none"> • Approved. <p>e) Pupil Premium Policy</p> <ul style="list-style-type: none"> • Approved. <p>f) Pupil Premium Statement</p> <ul style="list-style-type: none"> • Noted. <p>g) SEND Policy</p> <ul style="list-style-type: none"> • Approved. <p>h) Redundancies in Schools</p> <ul style="list-style-type: none"> • Approved. <p>i) Terms of reference – Curriculum & Standards committee</p> <ul style="list-style-type: none"> • Approved. <p>j) Terms of reference – Resources committee</p> <ul style="list-style-type: none"> • Approved. <p>k) Whistleblowing Policy</p> <ul style="list-style-type: none"> • Approved. 	
<p>12. Correspondence to the Chair of Governors</p> <ul style="list-style-type: none"> • Letter from James Murray (MP) regarding the Pitshanger Lane crossing. <ul style="list-style-type: none"> ○ See comments above. 	
<p>13. Governor Visits</p> <ul style="list-style-type: none"> • HR suggested that questions from Governors are based on the Ofsted Framework. <ul style="list-style-type: none"> ○ SF agreed that this was a good idea. 	

<ul style="list-style-type: none"> • AD has undertaken his termly review of the Single Central Record (SCR). • The Maths Lead presented at the last Curriculum and Standards Committee meeting. <ul style="list-style-type: none"> ○ DL said that this was a very good presentation. 	
<p>14. Any Other Business (as agreed above) See separate Confidential Minutes.</p>	
<p>15. What have we achieved as a result of this meeting</p> <ul style="list-style-type: none"> • Update on Ofsted. • Detailed Headteacher’s Report. • Agreed to amend the IOG. • Adopted a number of policies. 	
<p>16. Date and time of next meeting Wednesday 24 March 2021 at 7PM</p>	

Meeting closed at 20:20.