

GENERAL MINUTES

FULL GOVERNING BOARD

Monday 4th July 2022

Google Meet/Hybrid

GOVERNORS PRESENT		
INITIALS	NAME	ROLE
CH	Mr Chris Howard	<i>Chair of the Full Governing Board</i>
EHT	Ms N Reid	<i>Executive Headteacher</i>
MS	Mr M Sharman	<i>Vice Chair of the Full Governing Board & Chair of the Resources Committee</i>
MC	Ms M Crawford	<i>Co-opted Governor</i>
DY	Mr D Young	<i>Co-opted Governor</i>
GJB	Ms G Johnson-Brandy	<i>Co-opted Governor</i>
GD	Mr G Davies	<i>Co-opted Governor</i>
GE	Mr G Evans	<i>Parent Governor</i>
SO	Mr S Olalere	<i>Parent Governor</i>
OM	Mr O Koshin	<i>Governor</i>
PM	Mr P Middleburg	<i>Staff Governor</i>

OTHER ATTENDEES PRESENT		
INITIALS	NAME	ROLE
CLK	Mr D M Laird	<i>Clerk to Governors</i>
DH	Mr D Hewie	<i>Headteacher, Woodberry Down</i>
RM	Mr R McGrath	<i>Headteacher, Shacklewell</i>
KB	Ms K Beecroft	<i>Headteacher, Grazebrook</i>

APOLOGIES		
INITIALS	NAME	ROLE

ABSENT		
INITIALS	NAME	ROLE

ACTION WORKSHEET
4th JULY 2022

NO	AGENDA ITEM	ACTION	Responsible PERSON	STATUS
	C/F	CARRIED FORWARD FROM PREVIOUS MEETING		

	NEW			
	GB1			

LEGEND

- Green** – Completed
- Red** – Pending (URGENT)
- Black** – Pending (NOT URGENT)
- Blue** – OPEN

RECORD OF MEETING

1. Opening Formalities

1.1 Welcome

The Chair of the Governing Board convened the spring term meeting of the New Wave Federation Governing Board. The meeting started at 6pm.

1.2 Apologies & Absence

As recorded above.

1.3 Declarations of Interests

No declarations recorded and no changes to existing written declarations.

1.4 Notification of any other Business not on Agenda

None tabled

2. Executive Headteacher's Report

[\(Incorporating the Headteachers' Reports & SIP Visit Reports\)](#)

The Governing Board received, discussed, and accepted the Executive Headteacher's Report. *The Board accepted the report as read.*

The Executive Headteacher appraised the Board of the following as set out in her report:

SIP Visits

Admissions for Sept 2022

Personnel & Staffing Update (incl recruitment for Sept 2022)

- No suspensions at Grazebrook or Shacklewell. A Year 6 pupil at Woodberry Down was suspended for 5 days for a physical assault on a member of staff.
- **Grazebrook attendance recorded at 94.5%. Shacklewell and Woodberry Down recorded at 94.8%**
- There is an updated cost of £350k for the works required at the Premises Manager's house at Grazebrook.
- All recommendations from the fire door survey have been completed at all 3 schools.
- Hackney Property requested a 10-point statutory testing schedule of the testing in all 3 schools which has been submitted.
- Hackney Property have completed the Asbestos survey in all 3 schools.
- All vacancies have been fully recruited for and the two senior leaders who have recently joined the Federation have been fully inducted and settled well.
- The Catering Operations Manager has resigned, and a skilled Executive Chef has been appointed.
- In order to ensure that the cost of printing and copiers is reduced, the Federation has signed a three-year operating lease with Bircherley with a reduction in the number of machines across all three sites.
- Monthly surveys continue to be shared with staff with positive comments and feedback. Staff have appreciated the wellbeing day that was granted to them.
- A specification for redevelopment works to the KS2 playground at Woodberry Down including a SEND garden has been circulated to interested playground contractors.

Headteachers' Reports

The Board received and discussed the respective Headteachers' Reports as set out below. *The Board accepted the reports as read.*

**Shacklewell
Grazebrook
Woodberry Down**

The respective Headteachers updated govts on:

**School Context
SATs Update
End of Term Data
Catch-up Provision
Yr 6 Transition
Safeguarding & Education Welfare
School Development Plan & SEF**

The full details/updates were set out in the respective Headteachers' Reports.

The Headteachers reaffirmed the priorities for 2021/22 by school and also set out the actions they *along with the staff* are taking/set to take to address performance gaps and identified areas of development. They further updated the Board on other issues, to include:

Grazebrook

- a. "Community" has been the theme for the school this term. All pupils visited a local charity or took part in a workshop. They designed a sustainable product and sold them resulting in £2000 donated to local charities. A successful summer fair took place which raised £6000.
- b. The school has engaged parents more to celebrate learning. All year groups have now held a range of family events: Reading Breakfasts, Come Dine With Me, Come Learn With Me and Sharing Assemblies. As a result, families feel connected and engaged with the school. Feedback from them has been incredibly positive.
- c. The English Hub 2021-2022 Reading for Pleasure project with the Open University has led to improved pupil voice and attitudes to reading in Key Stage 2 with more pupils saying they enjoy reading and see themselves as a confident reader. Reading fluency interventions and dedicated classroom time for sharing reading preferences and book recommendations have supported to strengthen our reading culture.
- d. As part of the enrichment programme, Year 4 have been taking part in a project run by the London Symphony Orchestra to write and compose protest songs which will be performed at the Barbican.
- e. Year 1 have completed their Phonics Screening Check with targets achieved.
- f. Year 4 have completed the Multiplication Tables Check.
- g. Year 6 pupils successfully sat their end of Key Stage SATs. Year 6 Transition Pupils continue to have a robust, engaging curriculum to ensure they are academically prepared for the demands of Year 7. In addition to this, they are currently taking part in a range of projects including story writing, portrait painting, creating their leavers' book and rehearsing for their end of year graduation.
- h. Pupils not on track to meet end of year expectations continue to be prioritised for morning boosters and interventions throughout the day
- i. External expert SEND support and training is scheduled for the autumn term. This is to ensure that the school meets all aspects of the SEN legal framework and the pupils, parents and staff at the school receive a high quality and consistent offer.

Woodberry Down

- a. The summer term has been positive with many exciting and pleasing events taking place.
- b. Staffing has remained stable since January.
- c. All three ECTs are on track to meet the standards required to pass their first year of induction

- d. Senior and Middle Leader monitoring continues to identify calm and orderly behaviour in classes as well as during transitions and in the school playground.
- e. Quality of Education across all key stages; Early Reading & Phonics including projected PSC data; Outcomes at KS1; Staff Professional Development; RSHE Family Sessions; The Kindness Project & Showcase; Wilder Curriculum Offer including cultural experiences and after school provision and Focus on Staff Wellbeing have been identified as areas of strength.
- f. 89% of pupils passed the Phonics screening test.
- g. Year 2 pupils completed the KS1 SATs papers during in May.
- h. KS2 SATs went well, and validated results will be presented at the next meeting.
- i. Since the last governors meeting in March, the number of pupils on roll has risen to 679. This increase takes the number of pupils to the number recorded on the school census in October 2020. This number is expected to remain stable into the new academic year with 88 children due to start Reception in September. The number of children due to start Nursery in September is lower than in previous years but is expected to rise over the coming weeks.

Shacklewell

- a. Pupils have raised £1600 for local charities.
- b. The quality of education continues to be outstanding. The leadership team has been able to operate a robust system of support and challenge for teachers which has had a direct impact on outcomes for children.
- c. Mathematics has been a focus throughout the year. The work of the leaders to support teachers with their mathematical pedagogy has ensured lessons are sequenced accurately and learners make better progress.
- d. All ECTs will be successful in passing their first year and both ITTs have achieved QTS.
- e. SEND remains a priority in the school and as such pupils receive an ever-increasing personalised approach to learning.

There being no questions, Governors thanked the Executive Headteacher and Headteachers for their concise and informative reports.

3. Policy Review & Approval

No policies tabled for review or approval.

4. Minutes –Governing Board Meeting (28th March 2022)

4.1 Corrections

None recorded

4.2 Approval of Minutes

The minutes of the Governing Board meeting held on 28th March 2022 were approved as the true and accurate record of the meeting.

4.3 Matters Arising from Minutes of the Gov Board Meeting held on 28th March 2022

All items reported as completed or marked as c/f for future meetings. No other matters arising from previous minutes.

5. Governing Board Business

5.1 Clerks Statutory & Governance Updates

The Clerk advised that there were no other statutory or governance updates.

5.2 Report from Resources Committee

Govs received an update from the Chair of the Resources Committee on the considerations by the Committee during its recent meeting. It was reported that a deficit budget was being set due to historical issues which could not be resolved within the financial year.

5.2.1 Approval of the Federation & Schools' Budget 2022/23

The Governing Board approved the 2022/23 Budget as recommended by the Resources Committee.

5.3 English Hub Update

The Board received an update from the Chair of the English Hub Strategic Board who advised that the English Hub has been hugely successful.

It was reported that the Hub Manager had provided side-by-side instructional coaching to teachers, early years educators and teaching assistants which has ensured classroom practice has remained exemplary. This was verified by the excellent outcome of our English Hub Audit in May where two external English Hub teams audited the Early Years, Phonics and Reading for Pleasure.

5.4 Chair's Action & Correspondence

The Chair updated the Board on the ongoing soft partnership between New Wave Federation & Thomas Fairchild School, as well as any discussions with the local authority.

5.5 Government White Paper

The Chair informed the Board that discussions were underway across the Council to establish a multi-academy trust by 2030.

6. Any other Business

There being no further business, the meeting ended at 8pm

Approved for (and on behalf of) the **GOVERNING BOARD**

*Chair of Full Governing Board
(or Chair of Meeting)*

Date

Future Meetings (2022/23)

As published on the meeting schedule