

GENERAL MINUTES

FULL GOVERNING BOARD

Thurs 21 March 2024

Google Meet/Hybrid

| GOVERNORS PRESENT | | |
|--------------------------|-------------|-------------------------------------|
| INITIALS | NAME | ROLE |
| CH | Mr C Howard | <i>Chair of the Governing Board</i> |
| EHT | Ms N Reid | <i>Executive Headteacher</i> |
| DY | Mr D Young | <i>Co-opted Governor</i> |
| GE | Mr G Evans | <i>Co-opted Governor</i> |
| KD | Mr K David | <i>Parent Governor</i> |
| DC | Ms D Costa | <i>Parent Governor</i> |
| KE | Mr K Ezeagu | <i>Staff Governor</i> |
| AO | Ms A Oteng | <i>Associate Governor</i> |
| | | |

| OTHER ATTENDEES PRESENT | | |
|--------------------------------|---------------|---|
| INITIALS | NAME | ROLE |
| CLK | Mr D M Laird | <i>Governance Professional to the Board</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> |
| MT | Mr M Trahair | <i>Headteacher, Thomas Fairchild</i> |
| | | |

| APOLOGIES | | |
|------------------|---------------------|---|
| INITIALS | NAME | ROLE |
| MS | Mr M Sharman | <i>Vice Chair of the Governing Board & Chair of the Resources Committee</i> |
| GJB | Ms G Johnson-Brandy | <i>Co-opted Governor</i> |
| GD | Mr G Davis | <i>Co-opted Governor</i> |
| JD | Mr J Donald | <i>Co-opted Governor</i> |
| | | |

ACTION WORKSHEET
21 MARCH 2024

| NO | AGENDA ITEM | ACTION | Responsible PERSON | STATUS |
|------------|-------------|---|--------------------|--------------------|
| GB1 | 6.3 | Review and approve the School Financial Value Standard in the next meeting of the Board | Govs Exec Head | <u>OPEN</u> |
| | | | | |

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. English Hub Report

The Governing Board received, discussed, and accepted the English Hub Update.

3. Executive Headteacher's Report & Headteachers' Reports

(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 apprised the Board of the following as set out in her report:

KS2 Data 22/23 & ISDR Reports
Pupil Premium Strategy
Staffing/Personnel
School Specific Reports
Tendering

School Targets
PE/Sports Premium Strategy
OFSTED Inspections
GDPR Compliance

The Executive Headteacher reported that free childcare provision would expand from April 2024 and subsequently more working families would become entitled. She highlighted that the Department for Education guidance had set out an ambition that all parents and carers of primary school-aged children who required it would be able to access term time childcare in their local area from 8am to 6pm from September 2024. It was further reported the provision would be funded for one year.

The Board was informed that there were four children's centres under consultation for closure by summer 2024. Additionally, governors noted that Thomas Fairchild was notified last year of being on an amber list for potential closure and a pupil roll cap at 30pupils per year group had been put in place for pupils in Years 3 to 6. The Executive Headteacher highlighted the impact this cap had caused on the school's financial position and growth plans.

The Executive Headteacher reported that despite the considerations for potential school closures, the Federation retained high pupil numbers, which was a testimony to the work of the Headteachers and their staff. The reported pupil numbers were:

| | | | |
|------------------|-------------------|----------------------|------------------------|
| Grazebrook – 462 | Shacklewell – 464 | Woodberry Down – 675 | Thomas Fairchild - 222 |
|------------------|-------------------|----------------------|------------------------|

The Board discussed and noted that its Resources Committee was further considering the financial impact any decline in pupil numbers would have on its schools.

Govs noted their concerns on the impact any falling roll could have on the wider financial position of the Federation.

The Board was informed of the applications for Reception in September 2024, and these were outlined the Executive Headteacher's Report.

Attendance & Behaviour

Attendance was reported as being good:

| | | | |
|--------------------|---------------------|------------------------|--------------------------|
| Grazebrook – 95.8% | Shacklewell – 96.1% | Woodberry Down – 94.7% | Thomas Fairchild – 93.7% |
|--------------------|---------------------|------------------------|--------------------------|

The Executive Headteacher further apprised the Board on measures being taken to address any persistent absenteeism and work with families to improve attendance.

Govs received and accepted an update on behaviour to include defiant behaviour across the schools that had increased. It was reported that 2 suspensions had been issued in Thomas Fairchild and the school was exploring early help referrals and behaviour support which would be a key priority for the next academic year.

Recruitment & Retention

The Executive Headteacher reported that recruitment continued to be a challenge; the Federation continued its work to avoid using agencies as recruitment fees were high. She highlighted that to date the Federation had received 2 resignations from class teachers wishing to leave at the end of the academic year.

General Updates

The Board was informed that all allegations, complaints and grievances had been resolved. The Executive Headteacher recorded her thanks to the Chair and Link Governor for Safeguarding for their support in resolving the matters connected to complaints, allegations and / or grievances. She further reported that 2 staff members were on stage one of the absence monitoring procedures and were being monitored for a further 3 months. It was noted that if attendance had not improved at the end of the 3month period, they would move to stage two of the monitoring procedures.

Govs were apprised of the recent Parent Council meetings and noted that these would continue half termly and led by Headteachers. Additionally, the Executive Headteacher reported that Shacklewell would receive 4 pupils from Colvestone who had additional needs and that they would be coming with additional funding from the LA of £1000 per pupil.

The Board reviewed and noted the other elements of the Executive Headteacher's Report.

Headteachers' Reports

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

Woodberry Down
Shacklewell
Grazebrook
Thomas Fairchild

The respective Headteachers updated govts on:

| | |
|-----------------------------|------------------------------------|
| Safeguarding | Attendance |
| Areas of Success | Areas of Focus |
| Quality of Education | Behaviour & Attitudes |
| Personal Development | Leadership & Management |
| Early Years | |

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

The Headteachers reaffirmed the priorities for 2023/24 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:

Woodberry Down

- Currently 60% of pupils were on track to achieve as expected in Reading, Writing and Maths.
- The outcomes for disadvantaged pupils had improved significantly.
- Reading was the main area of focus.
- 6 pupils and 2 staff would be taking part in a music trip to Portugal.

Shacklewell

- Currently 61% of pupils were on track to achieve as expected in Reading, Writing and Maths.
- Reading and Maths were the main areas of focus.
- The school had been selected along with Thomas Fairchild to be two of ten Hackney schools involved with the RESET project. This project was aimed at working with children and young adults to prevent them from becoming either victims or perpetrators of domestic abuse in the future and required one member of the Board to be named as the Link Governor for the duration of the project.

Grazebrook

- Currently 75% of pupils were on track to achieve as expected in Reading, Writing and Maths and 25% for greater depth.
- Maths was the main area of focus.

Thomas Fairchild

- Currently 66% of pupils were on track to achieve as expected in reading, writing and maths.
- Reading is the main area of focus.

Govs thanked the Executive Headteacher and Headteachers for their concise and informative reports.

4. Policy Review & Approval

The Board approved the adoption of the following policies:

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|----------------------------|--|
| Conflict Management Policy | |
|----------------------------|--|

5. Minutes –Governing Board Meeting (14 Dec 2023)

5.1 Corrections

None recorded

5.2 Approval of Minutes

The minutes of the Governing Board meeting held on 14 Dec 2023 were approved as the true and accurate record of the meeting.

5.3 Matters Arising from Minutes of the Gov Board Meeting held on 14 Dec 2023

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

6. Governing Board Business

6.1 Clerk's Statutory & Governance Updates

The Governance Professional updated the Board on the introduction of the new [Maintained Schools Governance Guide](#) issued by the Department for Education.

6.2 Report from Resources Committee

The Board received an update from the Resources Committee.

It was noted that the Committee met on 23 January 2024 and had reviewed the Budget Monitoring Report for P9 and other Financial Reports, received updates on staffing and personnel matters and changes to pay grades and increase in pensions.

The Board discussed and agreed for the Resources Committee to continue supporting the Executive Headteacher and Headteachers on achieving savings.

The Board noted the Gen Mins from the recent meeting of the Committee.

6.3 Approve the School Financial Value Standard (SFVS)

Deferred for consideration and approval.

6.4 Chair's Actions & Correspondence

The Chair advised the Board of the need for governors to take advantage of the training opportunities available.

7. 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

Next meeting

As published on the Schedule of Meetings