

## **GENERAL MINUTES**

### **FULL GOVERNING BOARD**

Monday 28<sup>th</sup> March 2022

Google Meet/Hybrid

<b>GOVERNORS PRESENT</b>		
<b>INITIALS</b>	<b>NAME</b>	<b>ROLE</b>
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 &amp; 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>

<b>OTHER ATTENDEES PRESENT</b>		
<b>INITIALS</b>	<b>NAME</b>	<b>ROLE</b>
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>

<b>APOLOGIES</b>		
<b>INITIALS</b>	<b>NAME</b>	<b>ROLE</b>

<b>ABSENT</b>		
<b>INITIALS</b>	<b>NAME</b>	<b>ROLE</b>

**ACTION WORKSHEET**  
**28<sup>th</sup> MAR 2022**

NO	AGENDA ITEM	ACTION	Responsible PERSON	STATUS
<b>C/F</b>		CARRIED FORWARD FROM 13 <sup>th</sup> DEC 2021 MEETING		
<b>GB2</b>	7.3	Prepare and finalise the Annual Governance Statement (2021/22) for a subsequent meeting of the Board.	CH	<u>OPEN</u>
<b>GB3</b>	7.5	Follow-up with govs regarding link roles and monitoring schedule and agree at subsequent meeting of the Board.	CH	<u>OPEN</u>

<b>NEW</b>				
<b>GB1</b>				

**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:

### **Contextual Information**

#### **Pupil Roll Numbers**

#### **SLT Membership**

#### **Attendance**

#### **Staffing & Personnel Update (incl Recruitment)**

#### **Premises & Buildings Update**

#### **SIP Visits & Day Reviews**

#### **Research & Guidance Updates**

#### **Child 'Q' Safeguarding Practice Review**

#### **The Impact of COVID-19 on Pupil Attainment**

- New staff have been successfully inducted.
- There has been an impact recently of Covid on staff.
- Grazebrook have 443 pupils on roll, Woodberry Down have 666 and Shacklewell have 465. The falling pupil numbers across London are not currently having an effect on New Wave Federation.
- A new Assistant Headteacher was now in post at Grazebrook leading on maths and science. Recruitment for a Deputy Headteacher is currently in process for a September start.
- Attendance across all 3 schools is above average as of 17<sup>th</sup> March. The Federation has approached another provider to support with attendance as the local authority were not supporting sufficiently.
- An asbestos survey will be taking place during the Easter break.
- The premises manager's house application has been successful, and the final process will be completed next term.
- All schools have completed their second SIP visit from the local authority. A one-day review took place in Grazebrook and Woodberry Down. Strengths were seen on the day; however, key development points were identified.
- The NFER (National Foundation for Educational Research) has published its most recent report on the impact of Covid-19 on pupil attainment. They have identified that primary-aged pupils in all year groups performed at a lower level than expected in autumn 2020 in both reading and mathematics and by spring 2021, there was a further drop in attainment, especially in the younger year groups, but by the summer 2021 all years saw the Covid gap become narrower. They identified negative impacts of the pandemic were greatest on reading in KS1 whilst in KS2 mathematics attainment was affected the most and also showed slower recovery than reading, however, this was not seen at New wave Federation, but KS2 recovery was slowly in maths than in reading.

**Q. Will the permanently extended pupil premium funding for families that had no recourse to public funds during Covid make a difference to any of the schools?**

**A.** We will be re-focusing on this in the summer term and will promote it to families to support them to sign up for free school meals particularly in KS1.

## **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 govcs on:

**School Context  
Pupil Progress Data & Baseline  
Safeguarding Issues  
Updates on School Development Plan  
Parent Survey**

*The full details/updates were set out in the 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:

*Shacklewell*

- a. The school has had a positive spring term, aided by the addition of a new assistant headteacher to the role of EYFS and English lead. Two of the three ECTs have been successful in continuing to make good progress but one colleague, despite the input from an external consultant, has not made the expected progress. The school has now instigated a robust six-week support plan to ensure that progress is accelerated. The new trainee teacher in Year 5 has made a very strong start and is benefitting from regular in class modelling and planning support.
- b. Teachers continue to be good or better across the school, which was verified by the recent SIP visit.
- c. All teachers in the performance management cycle have completed their mid-term reviews and leaders have supported colleagues to address any lack of progress towards the intended outcomes.
- d. Reading continues to be a strength at the school, confirmed by the recent RWI partnership day. A particular area of success is the Year 1 data which highlights the rapid progress they have made in their phonetic understanding.
- e. The continual review and revision of the history and geography medium term planning has allowed us to deliver a curriculum that is challenging and engaging for our pupils.
- f. In the summer term the recently completed standardised assessments will shape the priorities for pupil improvement. Leaders have also used this, and other sources of data, to review the school development plan and these priorities have been shared with staff to ensure all colleagues know the aims for the remainder of this academic year.
- g. The school has completed two wellbeing surveys for staff and drafted an action plan to meet the identified needs. Colleagues have reported that this has helped them to develop a healthier work life balance.
- h. Year 6 pupils have completed two rounds of practice assessments this term. The data indicates significant progress from the baseline in September. Pupils are not currently achieving as well in mathematics because the structure and vocabulary of the reasoning questions presents a barrier for some learners. Staff are addressing this through daily maths reasoning sessions, reorganised booster

groups and 1-1 tuition.

- i. The single largest area for development from the parent survey was the need for the school to provide a wraparound care provision until 6.00pm. This has been addressed and will begin next term.

### *Grazebrook*

- a. The school has been successful in appointing a new Assistant Headteacher from the summer term. Two new middle leaders have been appointed. Their focus is to strengthen the Art and Design, Design Technology and Computing curriculum provision and improve pupil outcomes. They have received weekly induction training. One of the two ECTs is making good progress towards meeting all teaching standards.

The second ECT, despite mentor and external consultant support, has been placed on a six-week support plan to embed consistency in their practice. The two new Key Stage 2 teachers appointed at Christmas have made a strong start. Both teachers have benefitted from bespoke professional development and in-class support through team teaching and modelling.

- b. Teachers continue to be good or better across the school, which was verified by the recent SIP visit. Leaders have supported colleagues to address any lack of progress towards the intended outcomes of appraisal targets.
- c. Recent external reviews have verified that Early Years, Phonics and Early Reading, Early Maths and Reading across the school are excellent. The school is on track to meet targets of 88% GLD in Reception and a 97% pass rate for the phonics screening check.
- d. Support from an external mathematics consultant and focus phase group meetings have ensured the teaching of the subject is robust and consistent across the school. Teachers will continue to receive training in ensuring depth of understanding is achieved for all learners but particularly the most confident learners.
- e. History and geography medium term planning has been regularly reviewed and refined to provide children with a curriculum that provides opportunities to gain deep and meaningful knowledge of key vocabulary and concepts. Pupil voice has consistently shown that pupils are engaged by their learning and are able to make connections not just between history topics but also across subjects. The curriculum has been greatly enhanced by children being able to participate in a number of trips and enrichment activities across the term.
- f. The school drafted a wellbeing action plan based on staff survey outcomes. Staff then provided feedback and suggested amendments. Colleagues have provided positive feedback on actions made by the school so far. Further surveys and feedback from staff will be used to continue to refine practices to support staff wellbeing and mental
- g. There is continued focus on strengthening Year 6 pupil outcomes in mathematics through targeted class teaching across three groups. Daily early morning arithmetic tutoring focused on areas identified as weaker in assessment gap analysis has allowed target pupils to make rapid progress. Arithmetic scores are now much stronger with over 70% of pupils consistently scoring 30 or more (out of 40) in weekly tests. Small group interventions and weekly after school reasoning boosters have supported children who struggle with understanding more complex mathematical language and multi-step problems.
- h. The majority of Year 2 pupils are on track to meet the targets set at the start of the year. A focus group of 8 including 6 disadvantaged pupils have been identified who will be receiving small group interventions to ensure they make rapid progress.
- i. Year 4 pupils have been completing weekly times table checks on their 1-to-1 iPads this term. The tests record the children's progress over time. Daily teaching and practice have been built into the curriculum to build secure knowledge and fluency.
- j. All but 2 Year 1 pupil are on track to reach the expected Yellow' Read Write Inc. group by the end of Year 1. 8 pupils are receiving daily 1-to-1 afternoon tutoring to close phonics gaps to ensure we meet our target of 97% in June.

Governors were unable to access the document prior to the meeting, therefore the Headteacher presented his report and highlighted the following areas:

- a. A significant focus is on getting parents back into school, through coffee mornings and other events.
- b. The parent survey identified that communication on how their child is performing is an area for improvement.
- c. 3 ECTs and 4 trainee teachers are making good progress.
- d. An external consultant carried out a two-day deep dive into maths, English, science and history and a mini dive in RE and music. She identified that behaviour and attitudes to learning are very good. She commended staff morale and recognised partnership across the Federation. Next steps are to ensure that transferable skills the pupils are learning in writing are being displayed in the pupils' curriculum books.
- e. Recruitment of staff remains an issue, however, we continue to enrol pupils with SEND who require one-to-one but do not always come with funding.
- f. Attendance is improving and there is a high number of persistent absentees. Some of these families have been referred to social services.
- g. There are 90 Year 6 pupils on roll which is higher than those on roll during the baseline assessments in the autumn term.
- h. We continue to work with pupils not achieving as expected.

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

[Reference Document/s](#)

[Executive Headteacher's Report](#)  
[Headteachers' Report](#)  
[School Development Plans](#)  
[SATs 2022 Timetable](#)

### **3. Policy Review & Approval**

The Board reviewed and approved the adoption following policy/ies:

**Data Protection Policy (2022)**  
**Governors Expenses Policy**  
**Lettings Policy (2022)**  
**Uniform Policy**  
**Intimate Care Policy**

### **4. Minutes –Governing Board Meeting (13<sup>th</sup> Dec 2021)**

#### **4.1 Corrections**

None recorded

#### **4.2 Approval of Minutes**

The minutes of the Governing Board meeting held on 13<sup>th</sup> Dec 2021 were approved as the true and accurate record of the meeting.

#### **4.3 Matters Arising from Minutes of the Gov Board Meeting held on 13<sup>th</sup> Dec 2021**

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 bar notice that the government was consulting on proposed changes to:

- a. Behaviour Management
- b. Suspensions
- c. Exclusions

### **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.

### **5.3 English Hub Update**

Govs received an update from the Chair of the English Hub Strategic Board on the considerations by the Board during its recent meeting.

### **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.

## **6. Any other Business**

No other business for discussion.

**Meeting ends at 7.40pm**

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

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

\_\_\_\_\_  
*Date*

### ***Future Meetings (2021/22)***

As published on the meeting schedule