

GENERAL MINUTES

FULL GOVERNING BOARD

Monday 14th December 2020

Zoom Cloud Meeting

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>
MC	Ms M Crawford	<i>Co-opted Governor</i>
LH	Ms L Hancock	<i>Co-opted Governor</i>
GE	Gareth Evans	<i>Parent Governor</i>
SO	Steven Olalere	<i>Parent Governor</i>
PM	Mr P Middleburg	<i>Staff Governor</i>

OTHER ATTENDEES PRESENT		
INITIALS	NAME	ROLE
DH	Derek Hewie	<i>Headteacher, Woodberry Down</i>
RM	Rory McGrath	<i>Headteacher, Shacklewell</i>
KB	Katie Beecroft	<i>Headteacher, Grazebrook</i>

APOLOGIES		
INITIALS	NAME	ROLE
MS	Mr M Sharman	<i>Vice Chair of Governors</i>

ABSENT		
INITIALS	NAME	ROLE
NM	Mrs N Mandikate	<i>Co-opted Governor</i>
BP	Mr B Plant	<i>Co-opted Governor</i>
AH	Mr A Holley	<i>Co-opted Governor</i>

ACTION WORKSHEET
14th December 2020

NO	AGENDA ITEM DESCRIP TOR	ACTION	Responsible PERSON	STATUS

LEGEND

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

RECORD OF MEETING

1. Opening Formalities

1.1 Welcome

The Chair of Resources convened the full governing board meeting (New Wave Federation Full Governing Board). The meeting started at 1804.

The Chair of Governors welcomed the two new parent governors Gareth Evans and Steven Olalere. Both governors introduced themselves and gave a personal and professional background. The Chair of Governors offered his congratulations on their appointment. The Chair of Governors introduced all other governors to the new parent governors.

1.2 Apologies & Absence

One apology from Mr M Sharman was received.

Others as recorded above.

1.3 Declarations of Interests

No changes to written declarations and no declarations to items on the agenda.

1.4 Notification of Any other Business not on Agenda

One item was added to the AOB

2. Executive Headteacher's Report

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

Executive Headteacher's Report

Pupil Premium Report Grazebrook Primary School
Pupil Premium Report Shacklewell Primary School
Pupil Premium Report Woodberry Down Primary School

Sports Premium Report Grazebrook Primary School
Sports Premium Report Shacklewell Primary School
Sports Premium Report Woodberry Down Primary School

Headteacher's Report Grazebrook Primary School
Headteacher's Report Woodberry Down Primary School
Headteacher's Report Shacklewell Primary School

COVID Catch Up Funding Report Grazebrook Primary School
COVID Catch Up Funding Report Shacklewell Primary School
COVID Catch Up Funding Report Woodberry Down Primary School

School Improvement Report (SIP) Grazebrook Primary School
School Improvement Report (SIP) Shacklewell Primary School
School Improvement Report (SIP) Woodberry Down Primary School

School Development Plan Grazebrook Primary School
School Development Plan Shacklewell Primary School
School Development Plan Woodberry Down Primary School

The Executive Headteacher introduced her report with a summary of the current climate and a brief update on the general situation across the three schools. She informed the governors that the schools had fared well and were continuing to do all that they can to ensure all children can attend school during this time. She informed the governors that all three schools had welcomed prospective parents into the schools on the last two weekends as a means of allowing these families to be able to visit the schools. NR discussed HE proposals to reduce the number of Reception places in the borough in a number of schools.

NR informed the governors of the numbers on roll in each of the schools at this date:

Grazebrook - 437

Shacklewell - 460

Woodberry Down - 680

The Executive Headteacher informed the governors that there had been a number of positive cases and that there had been 8 bubble closures across the federation since September 2020. The government has reduced the isolation period from fourteen to ten days. Test & Trace has impacted on staff absence over the last few weeks. Despite this, attendance across the federation is currently 96% average. This is due to the commitment and encouragement of the staff as well as the work to ensure safety. PPG children have been attending school equally as well as their peers during the first term. In addition, SEND pupils have been attending school equally as well as their peers.

NR informed the governing board that headteachers are required to be available for the first three days of the school holiday in order to handle any positive cases of COVID19 during this time. Contact information has been shared with families should they need to be able to contact the schools.

The Executive Headteacher informed the governors that those pupils in receipt of FSM will be eligible to claim £15 per pupil per week of the Christmas holiday. This information has been shared with the families. The government has given 184 iPads to the three schools across the federation through the latest scheme. The federation is investing in dongles to allow the children to access the internet. Pupils in Year 3 will have 1:1 devices due to the scheme.

The Executive Headteacher updated the governing board on the updated statutory assessments due to take place at the end of the school year. These are the Year 1 PSC and Maths and Reading papers in Year 6. The local authority have confirmed that they will carry out monitoring visits during the tests. The Year 4 MTC has been postponed but the federation will carry this out without the need to report this to the local authority. The EHT informed the govs that Ofsted visits will commence from the summer term.

There is new guidance on remote learning which the governors were briefed on. NR commended the work of the teachers of those bubbles which have been affected. Both parent governors spoke briefly about their experiences during bubble closures. Both governors spoke of the positive support of the teachers and the work given to their children during these periods.

The governors were given a brief summary of the work of the English Hub and the support offered through this. NR spoke highly of the professional development of the staff at the schools due to the work of the English Hub. This information was summarised in the report of the Executive Headteacher.

2.2 Pupil Premium Report

The Executive Headteacher discussed the additional funding given to schools as a means of supporting the most vulnerable pupils. As a means of supporting the governors to fully access the reports, NR used the report of Woodberry Down to discuss the barriers for this group of children and the plans the schools have to address these barriers. **The governors reviewed the strategic documents of the three schools.**

Governors challenged school leaders on areas including unconscious bias, aspirations and low take up of free school meals. There was some discussion about measuring pupils' aspirations through a questionnaire or other task.

2.3 Catch Up Plans

These documents were discussed by the governors.

KB discussed the catch up funding plan for Grazebrook Primary School.

KB discussed the successes of Grazebrook Primary School as pupils have returned to full school in September 2020. KB presented the document to govs. There have been two bubble closures at Grazebrook Primary School in the last few weeks of this term.

KB discussed the data and assessment information shared with the govs and discussed actions being taken to address gaps in the current data.

The PSA at Grazebrook is funding an A-Space therapist at Grazebrook Primary School.

Targets set for the end of KS1 and KS2 were presented to the governing board.

PSC information for Y2 was shared with the governors as part of the report.

There were no questions from the govs.

RM presented his report from Shacklewell Primary School with recognition of the hard work of the staff at the school. The children have continued to receive an enriched curriculum due to the dedication and commitment of the staff. RM discussed the work of the Ed Tech Demonstrator School.

RM presented the predicted pupil assessment information for the end of the academic year to the gobs alongside the most recent information from Y6 mocks and KS1 teacher judgement. Support for the children was shared by RM.

RM discussed the work of the WAHMS project and the support being offered by the school due to its involvement in the project.

There were no questions from the gobs.

DH spoke about the bubble closures experienced at WD and the instances of staff self isolation. The use of the technology has alleviated the impact of these closures for a majority of these year groups. The impact of home-school requests was outlined by DH.

The curriculum provision has been enriched by community links and the use of visiting performances and workshops.

DH spoke about the predicted data from WD and outlined how the data had been compiled. DH also celebrated the PSC results for Year 2 and how the ongoing interventions has informed the outcomes

DH spoke about the school's work to support the mental and physical well-being of the children at WD and how community resources are being explored.

Challenges outlined in the report were discussed.

Questions were asked to all headteachers about the ability to balance the work of the English and Ed Tech Hub and to ensure staff well-being is considered.

A question was asked regarding the predicted grades for mathematics having been identified by the SIP reports.

The board discussed and noted the SIP reports and targets set within these for the new school year. Gobs noted that the most recent assessment information in the report is from 2019.

2.5 Safeguarding Report

Gobs were presented with the three school's safeguarding reports. There were no questions.

3. Governing Board's Business

3.1 Statutory & Governance Updates

CH updated governors for their information.

3.2 Membership & Recruitment

CH informed that the board would be seeking two new governors due to one resignation and one non attendance.

3.3 Review and Approve Annual Governance Statement (2019/20)

CH informed the governors that this was due to be reviewed and that this would not be approved in this meeting. Members need to be updated.

3.4 Approve Terms of Reference

CH informed the governors that these were approved at the recent resources committee meeting. There were no questions about the terms of reference. These were taken as accepted by the full governing board.

3.5 Report from Resources Committee

In the absence of MS, NR reported that there is a healthy carry forward of approximately £1.5M. A detailed plan is in place of planned expenditure. Allocated funding has been provided as COVID catch up fund. An ongoing judicial review continues in regards to the management of the building at Grazebrook Primary School.

3.6 Chair's Actions & Correspondence

There were no actions nor correspondence to report.

3.7 Appointment of Link Governors

The Chair of Governors discussed the need to renew and update link governors and address vacancies. The CoG approached the topics of PPG, disadvantaged, safeguarding, SEND etc as areas for link governors. The CoG briefed the governors regarding the importance of this work. The following governors showed interest in the following areas:
Safeguarding - Lorrie Hancock
Curriculum DA and SEND - Steven Olalare
Outreach - Martha Crawford

4. Minutes - Governing Board Meeting 5th October 2020

4.1 Corrections

No corrections were brought forward.

4.2 Acceptance

The notes were accepted as accurate.

4.3 Matters Arising

No matters were arising from the meeting.

5. Policy Review & Approval

Accessibilities
Acceptable Use
Charging and Remissions
Debt Management
Emergency Management Plans
Equalities
Financial Procedures
Government Procurement Card
Health and Safety
Home School Agreement
Lettings
Self Employed Policy IR35

The policies were approved by the govs

6. Any other Business

One confidential issue was raised at which point the headteachers and staff member were asked to leave.

CH asked if there were any objections to another CoG attending the next meeting. There were no objections raised.

Meeting ends at 2000hrs

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



Chair of Governors

29th March 2021

Date