



MINUTES OF THE FULL GOVERNING BOARD

20th October 2020, 6.00pm via Zoom

Attendees	Role
Richard Walton (RW)	Chair of Governors
Jules Belton (HT)	Headteacher
Hannah Martin (HM)	School Business Manager
Nandini Ramakrishnan (NR)	Governor
Jason Bridgford (JB)	Governor
Zoe Bishop (ZB) - joined late	Governor
Greg Watson (GW)	Governor
Father Paschal Worton (PW)	Governor
Sam Hopcroft (SH)	Governor
James Poole (JP)	Governor
Rvd. Anne Stevens (AS)	Governor
William Hall (WH)	Governor
Laki Begum (LB)	Governor

Apologies	Role
Simon Bland (SB)	Governor
Greg Powell (GP)	Governor

Minutes clerked by Deepti Bal (DB) – Clerk to Governors, St Mary's & St Pancras

Minutes of Meeting

	Agenda Item	Detail	Action
1.	Welcome and Introductions	<p>RW welcomed attendees and AS offered a prayer.</p> <p>RW particularly welcomed LB as a new parent governor.</p> <p>Governors noted that ZB would be joining the meeting slightly later.</p>	
2.	Apologies for absence	<p>Apologies were received from GP and SB.</p>	
3.	Declarations of Interests	<p>No new declarations were made in respect of the agenda.</p>	
4.	Minutes of the previous meeting and matters arising	<p>JB noted again potential confusion between the abbreviation of his name and that of Jules Belton. Jules Belton will continue to be abbreviated as HT (Headteacher).</p> <p>On pg6: PlanetStreet should read Thanet Street. AS added that this is a local charity which she chairs and the next meeting is to be held next week, should the school wish to put in any requests for funding.</p> <p>HT took an action to consider this.</p> <p>Minutes were approved as a true and accurate record.</p>	<p>DB to amend.</p> <p>HT to consider application for funding.</p>
5.	Election of Vice Chair	<p>RW explained that this was postponed from the last meeting due to low turnout and asked for nominations.</p> <p>There were no other nominations and GW agreed to stand again. RW thanks him for stepping into the breach..</p> <p>GW was duly elected by Governors to the position of Vice Chair unanimously.</p>	
6.	Head Teacher's update	<p>RW noted HT's recent abuse suffered outside of the school.</p> <p>HT gave an update:</p> <p>Re. safeguarding, before the summer break, HT, Lucy and the SLT met with two children requiring personalised risk assessments. The primary learning support service has been engaged.</p> <p>There are three children on the Child Protection Register - two of whom have been so for a protracted period.</p>	

		<p>There are two Children in Need - one a previous child protection child.</p> <p>Six pupils have an assigned family support worker.</p> <p>All staff have been trained in the use of CPOMs.</p> <p>HT, Lucy and Lesley (as safeguarding leads) continue to attend safeguarding conferences remotely.</p> <p>A class teacher is contacting all pupils who have been sent home as a result of Covid-19.</p> <p>Attendance remains consistently above the Camden average. Percentage attendance for week 1 through week 7 are, respectively: 96, 94, 94, 97, 96, 98 and 97%.</p> <p>Lucy attends a weekly attendance briefing in Camden and the school has been verbally praised at these meetings.</p> <p>30 children are out of school, self-isolating, including 23 in one class.</p> <p>The breakfast club will reopen after half term to a small number of children. Each will wash their hands on arrival and will remain socially distanced at all times.</p> <p>Re. Covid-19, the first positive test in the community was yesterday. The DfE have provided support and all contacts have been identified. Staff have prepared home learning packs, and two letters to direct contacts/the wider school have been written. The LDBS, Camden and the Public Health team have each been notified. The school's Covid-19 procedures have then been followed. Each child required to be sent home has been asked to do so, prior to the usual end of school to keep them isolated.</p> <p>The school has noticed that the SLT and admin team were engaged for a full day supporting these arrangements.</p> <p>Children took home class reading, online logins, and a learning pack. Class teachers have uploaded 2x Oak Academy lessons, both of which are linked to the learning the class is currently undertaking.</p> <p>Five members of staff are self-isolating and all will return after half term.</p>	
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		<p>HT took an action to circulate results of the baseline assessments after the meeting.</p> <p>RW noted a concern re. reading, which is proving challenging at a national level.</p> <p>HT explained that gaps in teaching have been identified and these have been used in both pupil progress meetings and the teaching provision for the year. There are gaps across the board and not just in reading. Many children do not read at home and, despite the home learning programme, the enthusiasm for this waned over the protracted period of absence from school.</p> <p>Re. school roll, the school is down 29 vs full capacity. Three children will join Y4 after half term, however. This is better than the majority of local schools so relatively positive. Nursery numbers are now 20 and this is bringing strong income.</p> <p>HT explained that there has been a shift towards pupils needing to attend schools local to their home to avoid traveling on public transport and this has caused some children to leave the school.</p> <p>HT highlighted the difference vs last year when Nursery provision was under consideration for viability given it's low attendance numbers.</p> <p>HT has met with HM today to discuss the budget.</p> <p>The school census has been completed and the school is heavily EAL (top deprivation index) with 25 languages spoken across the school. There are more professional families now in attendance at the bottom end of the school, however, and this is a positive change.</p> <p>Six children have an EHCP, down on last year, and 40 children are in receipt of SEN support. 160 pupils have no special needs. The school roll is 206, much lower than in previous years.</p> <p>A workforce census will be conducted shortly and will be outlined by HM later in the meeting.</p> <p>RW extended his thanks to HT and staff, noting that the most important thing the school must ensure is the education of its pupils.</p> <p>RW welcomed LB as a new parent governor.</p>	<p>HT to circulate baseline assessment results.</p>
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		<p>AS asked about use of catch-up funding.</p> <p>HT explained that the school has only recently been given the figure for catch-up funding (£80 per pupil / £16k total) which will need to be deployed strategically to achieve maximum benefit. The school will not be spending additional money on external staffing and all catch-up programmes will be led by the existing SLT.</p> <p>RW asked HT to contact him in the event that there is anything Governors can do to support the schools work.</p>	
7.	Finance and Premises update	<p>HM gave an update:</p> <p>The Covid-19 catch-up fund totals £16,640. £9,700 will be received this year and the remainder in the subsequent year.</p> <p>Teachers pay and conditions were outlined at the previous meeting. The school will finish the year with expenditure on teaching £16.5k lower than forecast.</p> <p>Support staff will receive a 2.75% pay increase and will see an overspend of around £5k given the 2.5% increase budgeted.</p> <p>Pupil Premium will come in on budget.</p> <p>Premises work was outlined at the last meeting and will see a £39k overspend.</p> <p>Re. FSM funding, CaterLink will continue to be paid, given the funding from Government.</p> <p>RW asked about premises costs (£39k overspent). Specifically, whether this includes the money due from Unite.</p> <p>HM explained that the Unite expenditure will be reimbursed.</p> <p>No money is currently being spent on school visits given Covid-19.</p> <p>The swimming pool has not yet reopened and will save £4.5k should this remain closed.</p> <p>Learning resources came in £5k under budget.</p> <p>After-school clubs have been suspended due to Covid-19. HM is discussing how to move forward with HT.</p>	

		<p>The year end carry forward is £68k, £33k more than forecast.</p> <p>The Single Central Record (SCR) is up to date. Three DBS checks are underway, and one will be required for LB which the school will carry out.</p> <p>Mobile telephone numbers are being taken from all school site visitors.</p> <p>RW asked if there has been any resistance.</p> <p>HM explained that there has only been one refusal.</p> <p>RW asked whether it is clear that if visitors refuse, they will be declined access to the school. HM explained that this is being enforced. Data is held for a period of 21 days before destruction, in line with GDPR.</p> <p>Fire drills have been held successfully.</p> <p>A health and safety (H&S) walk with GW (H&S governor) has been held.</p> <p>GW noted the issue with the glass canopies, discussed at the last meeting, and highlighted the growing size of the sink-hole which may become a hazard to the school or users of the pavement.</p> <p>GW explained that he is happy with the current risk assessment.</p> <p>RW asked about the sink-hole. Specifically, on whose property it is.</p> <p>GW explained that this is on the school's land and therefore likely the responsibility of the school. He confirmed that it has been reviewed by a surveyor.</p> <p>HM explained that the children's play equipment will be reviewed and that, next term, the fire alarm/CCTV inspections will be reviewed.</p> <p>The biennial tree inspection will also take place shortly.</p> <p>HM confirmed that Neville Brown have advised that it would cost £72k to replace the full glass canopy. Lamination film is £45k but no paperwork has yet been received. This will likely only last around ten years. Works are likely to take around three weeks to complete.</p>	
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		<p>GW offered to attend these meetings.</p> <p>HM agreed to share the Zoom link with GW.</p> <p>Re. the Unite soil survey, the project will be costed under project management services and take place in 2021 given the size/expense of the survey.</p> <p>HT was disappointed with this given the very high costs charged by Unite.</p> <p>RW asked how many floods have been caused as a result of their poor maintenance and advocated being very firm with Unite to get this completed immediately.</p> <p>JP suggested Inigo Wolf at the LDBS be engaged to speed this up.</p> <p>RW asked that HM forward their response to him, when it is received.</p> <p>GW noted that this is not the first sink-hole in the nearby area.</p> <p>RW asked that Darren be thanked for his input.</p> <p><i>HM left the meeting.</i></p>	<p>HM to forward response to RW.</p>
8.	Policies	<p>RW explained that these are mainly renewals of existing policies.</p> <p>HT explained that the fire marshall list has been updated.</p> <p>PW noted that the mental health policy quoted the DfE - schools having a role to play to support children to be resilient and mentally healthy. He asked at what point the school will be helping its pupils to be resilient, given that this is learned by experiencing 'tough things'.</p> <p>HT felt this to be a sensitive balance. She noted that the school is very good at pastoral care but it is built into the curriculum. Children watch news updates, conduct charity and faith work linked to the bible to provide context for resilience, etc. Philosophy for Children and RE both raise difficult questions for discussion, and the teaching and learning policy encourages risk taking and the acceptance of failure.</p>	
9.	Training	<p>PW explained that he has visited the school and seen Lesley re. SEND. He noted that this was while HT was not</p>	

		<p>at the school and he was impressed with how things had 'carried on' in her absence.</p> <p>AS added that both she and PW attend regularly for collective worship (held with a couple of classes rather than the whole school, during Covid-19).</p> <p>RW explained that he has delivered an assembly at another school via Loom on 'The Good Samaritan'.</p> <p>GW noted the happy school environment and high levels of organisation.</p>	
10.	Chairs Items	None	
11.	AOB	None	
12.	Meeting Close	For Part Two matters	

Minutes reviewed and approved by FGB on 15th December 2020



Signed by Chair _____

and accepted as a true and accurate record of discussions.