



MINUTES OF THE FULL GOVERNING BOARD

13th July 2021, via Zoom 6.00pm start

Attendees	Role
Jules Belton (HT)	Governor & Headteacher
Sam Hopcroft (SH)	Chair
Nandini Ramakrishnan (NR)	Governor
Zoe Bishop (ZB)	Governor
James Poole (JP)	Governor
Rvd. Anne Stevens (AS)	Governor
Father Paschal Worton (PW)	Governor
Greg Powell (GP)	Governor
Hannah Martin (HM)	School Business Manager
Lucy Heard (LH)	Deputy Headteacher
Greg Watson (GW)	Governor
Jason Bridgford (JB)	Governor
Simon Bland (SB)	Governor
Laki Begum (LB)	Governor

Apologies	Role
Richard Walton (RW) - Chair of Governors	Governor
William Hall (WH)	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	SH welcomed attendees. AS offered an opening prayer.	
2.	Apologies for absence	Apologies were received from WH.	
3.	Declarations of Interests	None.	
4.	Minutes of the previous meeting and matters arising	HT explained that assessment outcomes will be covered in the later report.	

		<p>HM and GW explained that health and safety checks will take place on Thursday.</p> <p>Action: GW to submit Governors Report.</p> <p>It was noted that the surplus is £225k, not £275k as recorded.</p> <p>It was noted that training updates will be given later in the agenda.</p> <p>DB confirmed that she has contacted Owen to ensure that Governors are always notified of training opportunities.</p> <p>Minutes of the previous meeting were approved as a true and accurate record.</p>	<p>Action: GW to submit Governors Report</p>
<p>5.</p>	<p>Spotlight on... Learnings from Covid-19</p>	<p>SH explained that this spotlight focused on how schools will come out of the pandemic – including catch up, social and emotional health as well as setting up the school to ensure it is best equipped to manage the following year successfully.</p> <p>GP explained that he has attended training on ‘learning from lockdown’. This covered wellbeing, technology, BLM and child poverty.</p> <p>GP felt that in his role as an educator in another school, there is a tension between wellbeing of children and the school’s role in educating children and that there is a need to understand where catch-up should be targeted. There is also a need to relook at routines, structures and creating a space for children to talk about the events of the last year. Moving forward there is a need to understand the gaps and what gaps really need to be closed (beyond just the academic).</p> <p>JB noted that there were lots of different ways to approach this. JB felt it necessary to balance wellbeing against this academic catch-up. He explained that (based on his experience of isolating at home and needing to teach remotely) the school is now much better prepared for lockdowns and remote education, than previously. He added that in person teaching is of significant benefit vs remote learning. It is particularly important for children in</p>	

		<p>the school to be able to see an adult consistently throughout the school day. It has really struck JB how integral the face to face interaction between students and teachers is in supporting children.</p> <p>PW raised the issue of prayer spaces and suggested that a physical space be allocated as a 'quiet space'. This could be a meditative space for reflection. PW noted that some Diocese schools have been looking into this and it may be worth exploring as a counterbalance to stress and anxiety.</p> <p>HT noted she was supportive of this concept and explained that she was in agreement. However, children cannot go into such spaces alone and will need staff supervision. There is no funding for this, at present unfortunately. The pandemic has exacerbated staffing cover challenges, however, when COVID has passed HT would like to review this.</p> <p>AS asked how staff could be thanked for their efforts.</p> <p>HT explained that she passes on all governor comments but that a social gathering is not appropriate at this time - perhaps at a later date once the situation had settled. However, HT suggested that a treat such as food would be well received. Re. wellbeing, the effects of Covid-19 have been significant - staff have also come under inevitable stress due to increase workloads flowing from the pandemic. In particular, there has been an increase in safeguarding incidents. Staff in school have been phenomenal during periods of short staffing and have gone above and beyond to ensure that health and safety requirements are met. The summer holiday period is welcomed.</p> <p>ZB shared an experience of her son – his teacher was away for a period, and the Teaching Assistant really stepped up. ZB felt that there has been little impact on children as a result of staff absence. She welcomed a renewed focus on education in the new school year and felt that the school had done an amazing job in ensuring continuity for the children. Parents see this hard work every day and are appreciative. ZB felt it was important to try to return to more 'usual practices' of parents being able to visit the school as soon as it was safe to do so.</p>	
--	--	--	--

		<p>GW echoed the previous comments and raised community aspects which had inevitably been lost. GW felt it important to relook to the community and build up links with the community partners as we come out of lockdown.</p> <p>SH noted that the conditions have been particularly challenging for the school, being a single form entry primary school in London. He felt the effort of staff had been exceptional. He thanked everyone for their continued efforts and wished them a relaxing summer holiday period.</p> <p>SH also suggested incorporating some of the discussion at this meeting into the school improvement priorities for next year.</p>	
6.	Headteacher's Report	<p>HT explained that the written report was developed to support devolved leadership and that all staff with leadership responsibility contribute.</p> <p>Of key things to note:</p> <p>The school roll is down on previous years. This has affected the budget – and thus change management has been implemented.</p> <p>Attendance is consistently above both Camden and National averages. It has taken a significant dip of late, however. HT noted that only 84% of children are in school across the country and the school is above this. The school continues to operate a robust attendance policy.</p> <p>There has been an increase in parents taking their children out of school without authorisation and the policies are strictly and consistently applied.</p> <p>The impact on children due to the pandemic has been minimised where possible. The school has continued programmes such as Maths mastery, phonics hub, language interventions, teacher CPD, etc, continue. Science challenge, engagement of a theatre company to attend school, assessments, PP meetings and next year's planning are also continuing/ongoing. HT noted that an intensive CPD programme has been developed – such as in Art and Design which was one of the school priorities.</p>	

	<p>HT noted that at least 50% of children are now considered to be PP at the school (though in reality it is more than this). Those children have suffered a greater loss than others nationally; and this is the experience of the school. The school will put in place strategies such as the National Tutoring and catch up strategies to ensure these children to not miss out further.</p> <p>LH gave an update on the impact of Covid-19:</p> <p>Data was only finalised on Friday due to a lengthy moderation process.</p> <p>The impact of Covid-19 on attainment is clear. Four categories are used this year, instead of three. Numbers are low for Exceeding+, and this gets lower the higher up the school one looks. Priority groups have been identified.</p> <p>DB took an action to circulate the report to governors.</p> <p>YR GLD is much lower than usual (54%). There are significant gaps in language acquisition and literacy.</p> <p>AS asked about language development in Reception and what this entailed? It was confirmed that this related to appropriate vocabulary, phonics and sentence structure. It was noted that more children than usual had limited basic vocabulary. This was likely the impact of the lockdown, however, lots of intervention was in place for next year.</p> <p>Phonics screening will take place at the end of Autumn 2 rather than June. By the end of Autumn, 87% pass rate is projected. All staff had comprehensive phonics training and the school has worked closely with the English Hub this year. The 2007 version of Letters & Sounds is no longer felt to be appropriate by the DfE, and this will need to be changed. The school is working with Little Wandle on phonics.</p> <p>HT explained that the school has, historically, met the national average in phonics testing (around 80% pass rate). Phonics teaching is felt to be difficult to teach remotely. The impact of children not being in school had a significant impact – it is very challenging to teach phonics over Zoom as a stand alone lesson, despite exceptional practitioners.</p>	<p>DB to circulate report to governors.</p>
--	--	---

		<p>LH explained that Y2 also shows the same picture. Speaking generally, the children are approximately a term or over a term behind due to the pandemic.</p> <p>In KS2, there has been the most regression and basic writing skills are longer understood (e.g. use of punctuation). The gap widens for reading and writing. Children have also regressed in terms of stamina – this will take time to re-embed. Comprehension has also been impacted but this can be built back up. As the children move up the school, the expectations become more challenging.</p> <p>Y5 is slightly stronger than Y3/Y4. Targeted interventions have been focused on Y5/Y6 given they have the shortest time available to catch-up.</p> <p>Y6 is showing decreased attainment in each of reading, writing and mathematics. Y6 have however worked phenomenally, as have the staff. Judgements are secure and moderation has been extensive. Children have been given additional tasks where there were doubts regarding outcomes to ensure the judgements were robust and securely evidenced.</p> <p>Plans to address this, from September, have been developed. Staff have identified gaps at a class, group and individual level. Pupil Progress Meetings have been successful with discussions regarding what needs to be in place from Autumn.</p> <p>HT added that Y6 have been given priority for catch-up, and they have been allocated three class teachers to ensure they are given the best opportunity to transition to secondary.</p> <p>SB asked about the performance of groups? LH explained that due to the context of the school, a single group is challenging to identify as many groups overlap. However, White British children are performing particularly poorly, as are those with SEN.</p> <p>HT felt that interventions are now more targeted and rapid daily interventions are used. Teachers teach in the</p>	<p>HT to monitor members of safeguarding team for continued suitability.</p>
--	--	---	--

		<p>morning and those children who didn't understand the concept will be retaught later the same day. This approach has proved very successful in making gains for the children.</p> <p>HT explained that two ECTs (NQTs) will be joining in September. They will join for a period of two years under a standardised framework. The intention is to recognise that it takes more than a year for teachers to become skilled practitioners.</p> <p>HT explained that eight children are currently under assessment following safeguarding disclosures. There has never been this level of safeguarding concerns. Two are struggling to attend school. There have also been a tsunami of disclosures but safeguarding is always prioritised, so much so that HT did not work at St Peter's last week so safeguarding matters could be managed effectively – as safeguarding is the priority.</p> <p>HT highlighted the support providing to families for Governors – this included mentoring, transition and medical support. Breakfast Club remains closed due to staff shortages.</p> <p>A grant of £1,000 from Greggs has been received. Funding for uniform has also been secured.</p> <p>NR has been approached by the LDBS to sit on a Governing Body Panel of another school having been approached by LDBS.</p> <p>HT thanked SH and WH for their efforts co-chairing in RW's absence. HT felt she had been very well supported by them.</p> <p>AS asked that HT keeps the number of safeguarding team members under review, and adds to this as necessary. She recognised that the amount of time which eight new cases took to manage was considerable and wished to ensure that the workload was manageable. HT noted that the arrangements with St Peters came to an end on 31st July. There was not additional funding for another person at present. HT accepted that the last two weeks in particular had been challenging. It is, however, very rewarding to make a difference to children and their families.</p>	
--	--	---	--

		<p>SH felt there is a discussion to be had re. Governors supporting the school with strategic planning. He suggested having this discussion at the first meeting of the new year.</p> <p>HM gave an update on Finance and Premises:</p> <p>Re. budget monitoring for first quarter of the financial year:</p> <p>23 places have been confirmed for Nursery in September. Two have Government funding and eight are funded by Camden.</p> <p>A community holiday fund has received £1,000 and this will be split between FSM children. Pupils receiving benefits will also receive a further £45 over the summer period.</p> <p>There has been an underspend of £16k in teaching. No change in support staff pay scales has been received.</p> <p>Re. agency support staff, an agency TA has been retained for a further half term.</p> <p>There are no major works taking place over the summer. A five-year electrical test will take place this week.</p> <p>Fewer children have chosen to take up the school meal offer.</p> <p>The FSM grant has been received, reimbursing previous expenditure.</p> <p>Re. Covid-19 catch up, the PP teacher will have a day a week ring-fenced to provide Catch-up tuition at a cost of £7000. This will be spent from the staffing cost centre.</p> <p>There is currently a carry forward of £219,500 as the current picture stands. Last year, more was carried forward due to savings due to COVID.</p> <p>In relation to premises:</p> <p>Monthly emergency lighting checks have taken place.</p>	
--	--	--	--

		<p>Plant room ventilation is being reviewed. The fire risk assessment will be reviewed prior to any suggested amendments being considered.</p> <p>HT explained that she has spoken with Neville and this is easily remedied.</p> <p>A water risk assessment is booked for July, and usual summer maintenance will also take place.</p> <p>No redecoration works are planned over the summer.</p>	
7.	Safeguarding Update	None as covered earlier in the meeting.	
8.	Policies	<p>SH suggested that approval is carried over to the next meeting.</p> <p>AS suggested that sign-off is completed by email.</p> <p>SH asked that approval/comments be emailed prior to the end of the week.</p> <p>HT asked that the Behaviour Policy be prioritised for review. The school has been identified as a school of best practice and the Best Practice Network will be using the school as a case study.</p>	Governors to approve or comment on policies by email, this week.
9.	Training Update	<p>GP noted his 'learning from lockdown' training. This covered wellbeing, technology, BLM and child poverty. Mental health of staff and students, attendance, online safety, parental relationships, and the return of Ofsted (curriculum sequencing and progress, etc), were each discussed.</p> <p>NR attended new Ofsted training two weeks ago. This covered the content of the school inspection handbook, rather than the rating and review process. There was a focus on demonstrating intent, implementation and impact. NR agreed to share training information with Governors on this.</p> <p>AS explained that a new version of KCSiE is available.</p>	

		<p>SH suggested that governors book onto relevant training courses as soon as possible, given that these are fully funded.</p> <p>AS explained that she has attended an RE lesson to answer pupil questions. She felt children to be very engaged and asked that her thanks to Y5 be passed on.</p> <p>HT explained that HM will be leaving at the end of this year as she has secured a promotion. She has made an excellent contribution to the team. HT and Governors thanked for her contributions and wished her well.</p>	
10.	AOB	None	

Minutes reviewed and approved by FGB on _____

Signed by Chair _____ and accepted as a true and accurate record of discussions.