

LONDON BOROUGH OF ENFIELD
GOVERNING BODY OF WILBURY PRIMARY SCHOOL

28 JUNE 2018

MINUTES – PART 1

MEMBERS:

Leon Levy (Chair)	-	Co-opted Governor
Marilyn Stein (Vice-Chair)	-	Co-opted Governor

LA Governor

Patricia Hanton

Parent Governors

Shirin Chowdhury
Pierrette Njoum

Co-opted Governors

Cllr Abdul Abdullahi
Cllr Kate Anolue
* Norma Beharie
* Gary Christofi
* Lorita Collins
* Councillor Christiana During
* Natasha Fields
Steve Walsh

Staff Governor

Stephanie Zenonos

Headteacher Governor

Kate Turnpenney

* Denotes absence

Also attending:

Caroline Clifford –Deputy Headteacher
Lisa Wise – Deputy Headteacher
Anu Chopra – School Business Manager
Ivor Olley – MAT Chair Elect
Andreas Adamides – Advisory Clerk

1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Gary Christofi, Natasha Fields and Loritta Collins. It was noted that Christiana During has not attended the GB meeting for some time. It was **AGREED** that Kate Anolue to speak to her about continuing as a Governor and to let the Chair know the outcome. **ACTION: KATE ANOLUE.**

1.2 The GB gave consent to all others absent.

2. DECLARATION OF INTEREST

2.1 Governors were reminded that they should declare any interest relating to items on this agenda. No declarations were made.

3. MINUTES

- 3.1 The Minutes of the meeting held on 6 March 2018 were **AGREED** and signed by the Chair as a correct record, with the following correction: Minute 33 said that there was no Governor report, but in minute 31 it states that a Governor report was presented.
- 3.2 The GB **NOTED** that Mr Walsh had made a Safeguarding visit to the School on 29 January 2018.
- 3.3 The Chair encouraged Governors to arrange visits when the School was in operation to gain an understanding of its workings and atmosphere. The GB **AGREED** to continue using the visit form.

4. MATTERS ARISING FROM THE MINUTES

- 4.1 The GB **NOTED** the following matters arising from the Minutes not covered elsewhere on the agenda.
- 4.1 Pupil survey (Minute 30C). There was a previous pupil concern about bullying in the toilets and quiet zones. There have been no bullying incidents this term.
- 4.2 Standards and Curriculum (Minute 31). To investigate if other schools segregated boys and girls and provide feedback to the next meeting. The School will look at data in the long term about this matter.
- 4.3 GDPR (Minute No. 37). An update was provided to the Governing Body meeting.

5. REPORT OF THE HEADTEACHER

- 5.1 The GB **RECEIVED** the written report of the Headteacher, a copy of which is included in the Minute Book. The following matters were highlighted during the discussion and in response to Governors' questions.
- The GB was pleased with the level of detail in the report.
 - Reception classes are fuller than they were, but there are still empty spaces. There will be pupil turnover by September.
 - Currently there are 81 children in the Nursery, which includes six three-year olds.
 - Children have moved from the TWOs into Threes and to the Nursery as they reach three years old.
 - The Phonics test looks positive with a predicted pass rate of 85/87%, it was 73% in 2017 and 59% in 2016.

Q= How did we achieve this?

A= With new training, we ensured we are doing more Phonics teaching and assessing and using practice tests. A consultant is working with the School focussing on key elements of the training. They have tools to be good readers. We have put in many booster groups and meeting with parents about their children's learning. From 12 June the focus will be on Reception children. The non-class-based Assistant Headteacher has benefitted Phonics teaching. Overall, there has been 2 years of solid progress in Phonics.

Q= Are Reception children taught small groups?

A= Yes, they are very focussed

- The KS1 results have increased.

- The KS2 predictions are good, SATS results are due on 10 July. Children’s attitude to learning is very good, benefitting from years of quality teaching.
- The actual KS2 Writing result is 80%.
- An update about progress on Ofsted recommendations was presented.
- Quality of teaching, learning and assessments are imbedding. The focus for this term and next year are on high expectations, flexibility, urgency, immediate interventions and challenge/mastery/application.

Q= What is the update on the professional quality Science Mark?

A= We will know in late September, pupils are more positive about Science, the lab has made a big difference.

Q= What was the impact of replacing Guided Reading with Fluency sessions?

A= It has made a big difference. The Fluency session is based on the teacher modelling and children reading for meaning 5 times a week. It has improved their stamina and their self-belief about reading.

- A Governor visited the School and was impressed with the Maths teaching which is more investigative. Next year it will be imbedding after training.
- The Headteacher reported on personal development, behaviour and welfare. It was noted that the Headteacher’s award and the Governors’ awards are liked by children.
- Poetry is linked with oracy ideas.
- Trips this term included Forty Hall and British Museum, British Library and the Science Museum.
- The marathon next week is raising charity funds.
- The SEN report included that 17.5% of the children are SEN, with a range of support.
- A Year 6 boy was excluded for climbing over a fence during snowy weather.
- The Headteacher reported that Carly Lafferty is now working full time at Fleecefield School for the rest of this year and for the next academic year. As a result, Caroline Clifford has been appointed as a permanent Deputy at Wilbury to work alongside Lisa Wise.
- The School is almost fully staffed for September, the only staffing gap is due to maternity leave until November. There will be a Schools Direct teacher from September.
- There are now two levels of TAs. Four TAs were appointed yesterday.
- Six 30-hour nursery places will be offered from September, there is one now. This is being advertised to the Nursery intake and will bring in more funding.

Q= How many children stay with the School?

A= About 70 of the 80 Nursery children go to Reception

5.2 The GB **NOTED** the following Safeguarding and Pastoral update for the Spring term:

- no child protection (Safeguarding) referrals to social care;
- no reported racial incident;
- no reported serious bullying incidents;
- one one-day exclusions.

- 5.3 The GB **NOTED** the following update about attendance:
- There is a good level of attendance at 96.06%. The Inclusion Manager meets with parents about attendance matters.
 - A clinic is held by the school nurse about health issues that supports attendance.

6. ACADEMY STATUS/MAT

- 6.1 The GB **NOTED** that the DfE approval about becoming an academy is awaiting approval from the DfE. The aim for approval for January, but it is not guaranteed.

Q= Does the RI for Fleecefield hold this up?

A= No it does not, we will be supporting them.

Currently the DfE are looking at supporting single academies. We are concentrating on the running of the School.

Q= Has there been a union reaction?

A= We had a meeting with Chairs of the GBs and the unions about going into a MAT. The unions are asking for a meeting with the GBs, which will be arranged.

Q= Will the trustees meet before the MAT is agreed?

A= The steering committee has been meeting and Trustees have met once

7. STANDARDS AND CURRICULUM

- 7.1 The GB **RECEIVED** the Minutes of the meeting of the Standards and Curriculum Committee held on 18 May 2018, a copy of which is included in the Minute Book.

- 7.2 Anu Chopra reported the following about GDPR:

- The School is GDPR compliant.
- The DPO is the borough.
- The School bought into an Enfield SLA.
- The privacy notice is on the website, which shows what the School does with the data.
- In the School there is a folder providing the information that a parent may wish to know about GDPR.
- Any additional information can be provided via the office.
- Enfield is looking at 36 workbooks to check compliance.
- They will be kept for the ICO to be able to look at.

8. STAFFING

- 8.1 The GB **RECEIVED** the Minutes of the meeting of the Staffing Committee held on 24 May 2018, a copy of which is included in the Minute Book. It was reported that

- All TAs are now at either scale 3 or 5.
- The School had a member of staff pass away, which was marked by a special day.
- The School attended the funeral of a child that passed away.
- Attendance is at 97.7% for teachers.
- TA attendance is high at 95%.

Pierrtette Njoumn joined the meeting at 6.45 pm

9. FINANCE AND PREMISES

- 9.1 The GB **RECEIVED** the Minutes of the meeting of the Finance and Premises Committee held on 24 May 2018, a copy of which is included in the Minute Book. The following was noted:
- The School has a 3-year budget plan which was **RATIFIED** by the GB.
 - £238,307 was carried forward from last year.
 - The 2019/20 carry forward projection is £158,931 if there are no unpredicted changes.
 - The 2020/21 deficit is projected to be £144,260 is projected.
 - However, the projected deficit is improving.
 - The big issues for the School are the budget and teacher recruitment.

10. GOVERNORS' REPORTS

- 10.1 The GB **NOTED** that Pierrtette Njoumn visited on 22 June 2018 and did a visit report. She reported that the learning walk showed the positive work going on in classes. Teaching has changed in the last 2 years, in Maths, children are using resources including numicon, children are working together effectively in groups, one teacher ensured that all children took part. She observed SEN children in one to ones. She noticed the difference that Fluency Reading has made, to knowing the words they use in Maths.
- 10.2 Abdul Abdullahi visited observing poetry in Years 1 and 2 and the School Council. It was noted that the poetry can be seen on the School's website.
- 10.3 Steve Walsh did a safeguarding visit.
- 10.4 Marilyn Stein visited observing assessment teaching and Maths planning.
- 10.5 The importance of Governor visits was **NOTED**.

11. GOVERNOR LEARNING AND DEVELOPMENT OPPORTUNITIES

- 11.1 The GB **NOTED** that Pat Hanton is the Training and Learning Governor.
- 11.2 The Clerk to send details about Haringey training send to the School. **ACTION: CLERK**

12. UPDATED POLICY AND PROCEDURE DOCUMENTS

- 12.1 The GB **NOTED** the following LA updates:
- Adoption Leave Provisions for Teaching Staff in Maintained Schools, PRUs, Academies and Others (March 2018)
 - Adoption Leave Provisions for Support Staff in Maintained Schools, PRUs, Academies and Others (March 2018)
 - Maternity Leave Provisions for Teaching Staff in Maintained Schools, PRUs, Academies and Others (January 2018 revised)
 - Maternity Leave Provisions for Support Staff in Maintained Schools, PRUs, Academies and Others (January 2018 revised)

- Paternity Leave Provisions (Also includes Maternity Support Leave for Support Staff) – For Teaching and Support Staff in Maintained Schools, PRUs, Academies and Others (January 2018)

12.2 The GB **NOTED** that the Governors’ strawberry tea with staff to be held on Wednesday 18 July 2018.

12.3 The Governors’ Awayday date to be set for early November. Dates to be circulated
ACTION: HEADTEACHER

13. DATES OF FUTURE MEETINGS

13.1 The GB **NOTED** that the dates of meetings for the next academic year will be circulated. The GB **AGREED** that in future there will be two Committees instead of three, and the following other meetings:

- A new Resources Committee (to include premises and staffing) to start at 6 pm.
- A Standards and Curriculum Committee– TBC 2018 at 5 pm;
- Full Governing Body meetings – TBC 2018 at 6 pm.
- The awayday, date to be emailed.

13.2 The GB thanked Ivor Olley for attending the meeting.

The meeting ended at 7.10 pm.

14. ANY OTHER BUSINESS

None

Confirmed and signed at a
meeting of the Governing
Body held on the day
of 2018