



Gillespie Road
Highbury
London
N5 1LH

Minutes of the Full Governing Body

Date of Meeting	7 February 2018
Time	The meeting commenced at 1800
Chair	Claire Bolderson, (co-opted Governor, CHAIR)
Clerk	Andrew Merkley

Governor Attendance

NAME	GOVERNOR TYPE	IN ATTENDANCE
Mark Owen	Headteacher- <i>Ex Officio</i>	ATTENDED
Shelley Wragg	Staff Governor	ATTENDED
Mickel Ghebreyohannes	Parent Governor	Absent
Jodie Reed	Parent Governor	ATTENDED
Rejinder Bangar	Parent Governor	ATTENDED
Louise Russell	Parent Governor	ATTENDED
Claire Bolderson	Co-opted Governor, Vice-chair	ATTENDED
Sanila Khaliq	Co-opted Governor	ATTENDED
Ashley Smith	Co-opted Governor	ATTENDED
Tom Brind	Co-opted Governor	ATTENDED
Theresa Debono	Local Authority Governor	ATTENDED
Jon Goldhill	Associate Member	ATTENDED

Observers/ Advisers attendance

Katrina Moses	Deputy Headteacher	ATTENDED
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Agenda Item 1: Elections

LEAD: Chair/ Clerk

- 1.1 Jon Goldhill commenced the meeting by submitting his resignation as Chair to the Full Governing Body. Jon Goldhill informed that his reasons for resigning were due to increased work commitment and informed Governors of his intention to continue to contribute to the work of the Governing Board at Gillespie Primary School as an associate member. Governors **ACCEPTED** the resignation of Jon Goldhill and **AGREED** his membership as an associate member.

Election of the Chair

- 1.2 Nominations were taken for Claire Bolderson to the post of Chair. Claire Bolderson was elected unopposed to the post of Chair.
- 1.3 Nominations were received for Louise Russell to the post of vice- chair. Louise Russell was elected unopposed to the post of vice-chair

Claire Bolderson took the Chair.

- 1.4 The Chair thanked Jon Goldhill for his hard work and dedication to his role as Chair during his tenure. All Governors thanked Jon for his work with the Governing Body and his continued commitment to the School.

Agenda Item 2: Governors present and apologies

LEAD: Chair

- 2.1 Introductions were given and apologies were received from Mickel Ghebreyohannes.
- 2.2 It was noted that the meeting was quorate.

Agenda Item 3: Composition of the Governing Body

LEAD: Chair

- 3.1 The Chair informed that there were a number of changes to the Governing Body membership which would be required as a result of compositional changes.
- 3.2 It was noted that Jodie Reed is the Chair of the Curriculum Committee.
- 3.3 Jon Goldhill will join the Finance committee as an associate member.
- 3.4 The Chair informed that Tom Brind and Ashley Smith had been put forward as prospective co-opted Governors. Tom Brind and Ashley Smith were given an opportunity to introduce themselves. Tom Brind and Ashley Smith were **APPOINTED** as Co-opted Governors.

Agenda Item 4: Minutes and matters arising from the minutes of the meeting held on 17 October 2017

LEAD: Chair

The minutes of the last meeting held on 17 October 2017 had previously been circulated.

- 4.1 The minutes of the meeting held on 17 October 2017 were **AGREED** as an accurate record of proceedings.

Matters arising

- 4.2 There was a discussion around how the Governing Body and the School communicates to parents how successful the School has been in terms of the recent assessment results. Louise Russell **AGREED** to draft a note to be included in the newsletter to parents.

4.3 It was noted that teaching staff have now received training on autism and attachment.

Review of Actions:

4.5 All other actions were recorded as having been completed.

ACTIONS

02/18-01	Put together a note to be included within the newsletter to highlight to parents the success of the School and in comparison with other local schools.	Louise Russell	2 Weeks
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Agenda Item 5: Headteacher's Report

LEAD: Headteacher

The Headteacher's report was circulated in advance with the agenda papers.

5.1 The Headteacher focussed on the key points in the report Governors having received the report in advance.

Pupil information

5.2 Governors noted the current pupil numbers:

As at February 2018 there are 232 children on roll including the Nursery class (19 full time and 6 part time pupils)

Nursery	25	Foundation
Rec	30	
Year 1	30	KS1
Year 2	29	
Year 3	30	KS2
Year 4	30	
Year 5	30	
Year 6	28	
Total	232	

There was a discussion around the nursery provision numbers and the fact the finance committee was having conversations around the numbers in the nursery. It was noted that there had been a recent discussion at the Islington Governors briefing around the impact of the Government's 30 hours free nursery provision and what impact this was having on Schools and nurseries. It was further noted that schools were finding it easier to fill places and receive the funding than stand-alone nurseries.

5.3 The Headteacher informed Governors that the School was in a better position than they had been in the last term in respect of the numbers on roll.

5.4 Years 6 and 2 are not yet full and there has been a lot of movement in out of the year groups in general.

Attendance

5.5 Governors noted the historical context for attendance at Gillespie Primary School:

	2014/15	2015/2016	2016/2017
Gillespie	2.7%	2.7%	2.3%
Islington Primary	4.3%	4.2%	4.2%
Inner London	4.1%	4.1%	-
National Primary	4.0%	4.0%	-

5.6 It was noted that the attendance at the end of the Autumn term 2017-18 was 97.10%.

5.7 Thanks was given to Katrina Moses and the office team for the work that had been put into maintaining excellent attendance figures.

Governors questioned whether those children that fell under the category of persistent absentees were predominantly for medical needs reasons. Katrina Moses replied that this was the case in most instances. It was noted that there was one case of persistent absenteeism that related to issues in the home environment and this was being addressed.

Governors questioned the School Leadership as to whether the 8.8% absence figures for religious observance was high compared with other schools in the locality. There was a discussion around it being difficult to make comparisons in the reasons for proportion of absences given that the total number of absence varies between schools. It was noted that in some schools there is a decision made to hold training days on key religious holidays so that this does not impact on the attendance figures.

Pupil Progress and Standards

5.8 It was noted that the Pupil progress and standards data has been reviewed in detail at the curriculum and standards committee.

5.9 It was noted that the figures for Y3 had been adjusted to reflect that one of the cohort who experience severe learning barriers was educated in year 2 and hence was not reflected in the year 3 data.

5.10 Shelley Wragg informed that she had recently attended a 2 day course which focussed on spelling and a different approach to spelling which focussed on word enquiry. It was noted the approach is only being trialled in her class at the moment. Shelley Wragg went on to inform that the children are encouraged to look at the roots of words which is transforming the way that children are engaging with words. It was further noted that the children have, to date, found the approach very engaging. The hope is if for the approach, referred to as scientific word identification to be shared out to the wider school.

Quality of teaching and learning

5.11 It was noted that all teaching is good or outstanding. 67% of teaching being judged by the leadership team to be outstanding.

- 5.12 There are a number of new teaching staff at the school.
- 5.13 The Headteacher stressed that all of the lessons that he had observed had some elements that were outstanding.

Governors challenged the School Leadership as to what was being done to raise the level of teaching in those “good” teachers to outstanding. The Headteacher informed that an overall summary is fed back to teachers and areas for improvement identified for the school which are the fed back to the teachers.

Developing the Learning Culture

- 5.14 It was noted that the development of the “growth mindset” has been communicated to parents and has been well received. It was noted that the implementation of this has already been noticed in the classroom.

Science and Lab 13 update

- 5.15 Curriculum committee are to receive a presentation in summer term meeting from Carole and Shelley.
- 5.16 Andrea Stark, the Head of employment at the Local Authority has expressed a keen interest in the developments made in the Lab 13 model. She has been considering how this can be systematically implemented across the borough.
- 5.17 It has been confirmed that the Dame Alice Owen will be funding the project with match funding being received from the local authority. The focus for the upcoming year will be on physics with the following years to focus on chemistry and then biology.

After school clubs.

- 5.18 Previously the School had had to reduce the number of clubs offered so that they could be self financing. Governors were reminded that the School had not been successful in starting a chess club as of yet.

Governors questioned the School Leadership as to whether the clubs were now self financing. The School Leadership responded that this was the case with parents paying fees and some income coming from Pupil Premium funding.

- 5.19 The Headteacher remarked that the School is hoping to start an IT club.
- 5.20 One parent is running a book club. It was noted that the criteria for joining the book club was for the most able and interested readers in the classes. Governors questioned the School Leadership as to whether Pupil Premium children had been included within this club. The Headteacher responded that the School would be in the position to fill more places in the clubs and **AGREE** that as part of this would speak to teachers about considering pupil premium children that show an interest in reading and in joining the club.

ACTIONS:

02/18-02	encourage teachers to include pupil premium children in their decisions on reading club membership.	Mark Owen
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02/18-03	curriculum committee chair handover	Claire Bolderson	before the next meeting
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Agenda Item 6: Report from external advisor

LEAD: Headteacher

The report from the School's external advisor undertaken on 30 January 2018 was circulated in advance with the agenda papers.

- 6.1 **Governors asked the School Leadership whether there was a significant number of English as Additional Language (EAL) children for whom reading was a difficulty?** The Headteacher informed that this was not necessarily the case, and that a significant proportion of the EAL children were very high achieving. The Deputy Headteacher went on to add that the children that do join the School as EAL do catch up in general. It was noted that there was no data to show that any EAL ethnic group was struggling particularly.

Governors questioned the School Leadership around the External Advisors comments on pupil progress. It was noted that there are a small number of Pupil Premium children that do exceed the expectations and that the School are attempting to address areas where further work may be done to further their development.

ACTIONS:

02/18-04	Present the an update on the new scientific word identification approach to the curriculum committee	Shelley Wragg	Date to be confirmed.
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Agenda Item 7: Report Back from Committees

LEAD: Committee Chairs

Minutes of previous committee meetings were circulated in advance with the agenda papers.

Finance committee

- 7.1 The date for the next meeting has been set for 27 February 2018.
- 7.2 New financial guidance from the Local Authority has been received which has highlighted what areas can be improved on in the area of School's finance and has been based on the outcomes of recent financial audits. Sara Green, School Business Manager, has been looking further into the recommendations of the report.
- 7.3 Sara Green is attending training on the General Data Protection Regulation which will be reviewed further at the committee.
- 7.4 The School are looking at the IR35 regulations and reviewing which staff are being paid for services not through PAYE. A full update is expected at the next Finance Committee.

Curriculum

- 7.5 Claire Bolderson **AGREED** to undertake a handover with Jodie Reed with regards to the Chair of the committee.

Safeguarding

- 7.6 It was noted that the committee had considered E Safety and ensuring that children are adequately safeguarded on line, particularly on websites such as Youtube.

Agenda Item 8: Annual Report on Safeguarding

LEAD: Headteacher

- 8.1 The safeguarding annual report was received- there were no questions.

Agenda Item 9: Policies

LEAD: Chair

- 9.1 It was noted that the fraud policy would be considered at the Finance Committee.

Agenda Item 10: Parent Voice

LEAD: Headteacher

- 10.1 *Please see above- Headteacher's report.*

- 10.2 The Headteacher informed that he is in the process of consulting with parents on the focus of the next parent voice session.

- 10.3 It was suggested that the theme for the parent voice session be decided in consultation with parents. Mark will ask for suggestions in the next newsletter .

- 10.4 The Headteacher informed Governors that, in the past, the parent voice sessions had generated an action plan which could be done again if sufficient feedback and information is received.

- 10.5 There will be a parent survey coming out after the half term. Governors suggested that there could be area of focus for example communication specific issue or that this could be linked with the parent voice subject so as to expand feedback on the subject.

- 10.6 The Headteacher **AGREED** to liaise with the Chair prior to sending out the questionnaire.

ACTIONS:

02/18-05	Liaise with Chair prior to sending out the parent questionnaire. Consult parents on Parent Voice event	Claire Bolderson HeadTeacher	before sending out questionnaire
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Agenda Item 11: Governors' visits

LEAD: Headteacher

- 11.1 Recent Governor visit reports were noted.
- 11.2 There was a discussion around the focus for upcoming visits These will be discussed further at Curriculum committee

Agenda Item 12: Any other business

LEAD: Chair

- 12.1 The Chair informed that the funding cuts were not due to be as drastic as expected however it would be good to ensure that the Governing Body is still aware of the real time cuts. Louise Russell **AGREED** to write a small piece for the newsletter reminding parents that this is still an issue. It was further noted that Islington suggest that in the next year schools can expect a 6-8% reduction in real terms.
- 12.2 There was a discussion around the General Data Protection Regulation. - Mark Taylor—Teaching Unions are going to rebel- those areas that are applied to Schools. Fines are massive. Ashley Smith **AGREED** to undertake some work around investigating the implications of GDPR for schools.

ACTIONS:

02/18-06	write newsletter article on funding cuts.	Louise Russell	next newsletter
02/18-07	undertake some work around investigating the implications of GDPR for schools.	Ashley Smith	ASAP

Agenda Item 13: Governor Training

LEAD/ PRESENTING: Chair

- 13.1 There was none to record.

Agenda Item 14: Future Meeting Dates

LEAD/ PRESENTING: Chair

- 14. 1 It was **AGREED** that the next Full Governing Body meeting would take place on Wednesday 23 May 2018 at 1800 hrs.
- 14.2 The Headteacher informed Governors that a potential sponsorship agreement with a local estate agents for £5K a year was on the table. Governors **AGREED** in principle to the idea with the final decision to be made by the finance committee.

Agenda Item 15: Confidential Items**LEAD/ PRESENTING: All**

There being no further business the meeting concluded at 1938hrs

Signed _____ Date _____

Claire Bolderson, Chair of the Governing Body of Gillespie Primary School

Gillespie Primary School

ACTION OVERVIEW

02/18-01	Put together a note to be included within the newsletter to highlight to parents the success of the School and in comparison with other local schools.	Louise Russell	2 Weeks	Open
02/18-02	encourage teachers to include pupil premium children in their decisions on reading club membership.	Mark Owen		open
02/18-03	curriculum committee chair handover	Claire Bolderson	before the next meeting	open
02/18-04	Present the an update on the new scientific word identification approach to the curriculum committee	Shelley Wragg	Date to be confirmed.	Open
02/18-05	Liaise with Chair prior to sending out the parent questionnaire.	Claire Bolderson	before sending out questionnaire	open
02/18-06	write newsletter article on funding cuts.	Louise Russell	next newsletter	open
02/18-07	undertake some work around investigating the implications of GDPR for schools.	Ashley Smith	ASAP	open