



GILLESPIE PRIMARY, ISLINGTON
FULL GOVERNING BODY MEETING
WEDNESDAY, 16 OCTOBER 2019 AT 6PM

Membership

Name	Type	Term expiry date	Attendance
Claire Bolderson	Co-Opted Governor Chair of Governors	09/10/2022	Present
Louise Russell	Parent Governor	10/11/2020	Present (from 6.10pm)
Jodie Reed	Parent Governor	22/02/2021	Present
Mickel Gebreyohanes	Parent Governor	22/02/2021	Present (until 7pm)
Rejinder Bangar	Parent Governor	09/02/2023	Present
Ashley Smith	Co-Opted Governor Vice-Chair of Governors	06/02/2022	Present
Tom Brind	Co-Opted Governor	06/02/2022	Apologies
Sanila Kalig	Co-opted Governor	19/10/2023	Present
Theresa Debono	Local Authority Governor	31/10/2021	Not present
Sarah Bergin	Staff Governor	01/09/2023	Present
Mark Owen	Headteacher	N/A	Apologies

Also in attendance:

Katrina Moses – Deputy Headteacher

Hannah Hatchman – Clerk

Part I Minutes (For the action log, see Appendix 1 attached to the minutes)

1. Election of Chair and Vice-Chair of the Governing Body

- 1.1. The Clerk took the Chair. Nominations had already been sought from eligible Governors in advance of the meeting for the role of Chair of the Governing Body.
- 1.2. Claire Bolderson was **nominated** and **unanimously re-elected** as Chair of the Governing Body with immediate effect and for a term of 12-months durations.
- 1.3. Claire Bolderson took the Chair for the duration of the meeting.
- 1.4. Nominations had already been sought from eligible Governors in advance of the meeting for the role of Vice-Chair of the Governing Body.
- 1.5. Ashley Smith was **nominated** and **unanimously elected** as Vice-Chair of the Governing Body with immediate effect and for a term of 12-months durations.
- 1.6. All attendees **thanked** Louise Russell for being a dedicated Vice-Chair during her tenure.



2. Apologies for absence

- 2.1. Apologies for absence were received and accepted from Tom Brind and Mark Owen. Theresa Debono was not present.

3. Declarations of Interest

- 3.1. Declaration of interest forms 2019/20 were completed by all attendees. The Clerk would send forms for completion to absentees.
- 3.2. There were no other declarations of interest in relation to any items on the agenda or gifts/hospitality.

4. Notification of Any Other Urgent Business

- 4.1. There were no items of additional business raised.

5. Minutes of the last meeting and Matters Arising

- 5.1. The minutes of the last meeting held on 12 June 2019 were **approved** as a true record and signed by the Chair.
- 5.2. The Governing Body **reviewed** the action log at **Appendix 1** to the minutes and noted the following:

Action	Update
Sanila Khaliq to look into the potential for a local college to support the school via a community initiative to provide an MFL after-school club.	Deferred until the next meeting - March 2020
LA admissions forecast reports to be circulated to all Governors.	Report circulated - complete
LA letter regarding nursery provision for disadvantaged pupils to be circulated to all Governors.	Complete
2018/19 data outcomes to be considered at meetings in the Autumn 2019 term.	On agenda -complete
Overview of the new Ofsted inspection framework to be provided at a future FGB meeting once the final version published.	Discussed in detail at the last Learning and Curriculum Committee – complete

- 5.3. The action log was updated accordingly.

6. Membership of the Governing Body

- 6.1. The Governing Body were pleased to **welcome** Sarah Bergin as the new Staff Governor to the meeting.



- 6.2. The Governing Body were also pleased that Sanila Khaliq had agreed to continue as a Co-Opted Governor upon expiry of her term on 20 October 2019. However, Sanila advised that she may only continue for a further year due to a possible re-location. The Chair and Vice-Chair were in the process of identifying possible candidates and interviews would be arranged going forward.
- 6.3. The Governing Body **re-appointed** Sanila Khaliq as a Co-Opted Governor with effect from 21 October 2019 (consecutive term) for a term of four-years duration.
- 6.4. There were no other terms due to expire before the next meeting or any vacancies.

7. Chair's Report

- 7.1. The Chair reminded Governors that the Islington Governors briefings were open to all to attend if they wished. The last meeting had highlighted SEND and vulnerable groups at risk of not achieving Age Related Expectations by KS4. Attainment and progress for these groups was considered under item 9 below.

8. Headteacher's Report

- 8.1. The Headteacher's Report had been circulated in advance of the meeting setting out details of school context and admissions (including the Nursery); attendance including persistent absentees and comparative data with other local schools; the quality of teaching and learning; Science for Life update; Futurezone update; staffing CPD update; GDPR update; after-school club attendance; behaviour report; recent fire alarm outcomes; assembly themes; and planned school trips.
- 8.2. Katrina Moses presented the Headteacher's Report in the absence of Mark Owen.
- 8.3. Governors **reviewed** the report in detail and asked a number of **questions** related to the pupil absence data:

Q: There appear to be some spaces in years 1, 2 and 4, are these expected to remain vacant?

A: The spaces were expected to be temporary. It was also important to note that some pupils at the school worked outside their age appropriate cohort and this impacted on the number of spaces being shown for some year-groups including year 2.

Q: Whilst attendance is good, are there any specific reasons as to why illness appears as a reason for absence more frequently than for other local schools?

A: Good attendance continued to be encouraged throughout the school. There didn't appear to be a specific reason behind this, and it was important to note that illness also included attendance at medical appointments.

Q: Clarification was sought in relation to the absence recorded under Exclusions.

A: Katrina confirmed this absence related to one pupil who was excluded while transition and re-integration to a Pupil Referral Unit was arranged.

A full absence profile report will be brought to the next meeting in March 2020.



- 8.4. The Governing Body **noted** that an in-depth review of the quality of teaching and learning had taken place at the last Learning and Curriculum Committee. The re-evaluation of the curriculum had commenced during the Summer 2019 term; with the objective of setting intent, coherent sequencing and full coverage across the whole school and year-groups.
- 8.5. The Governing Body **reviewed** the update provided on Science for Life: Lab 13. A number of queries were raised in relation to the employment arrangements for new staff and the future vision of the project over the longer-term. A more detailed update would be provided at the next Finance and Premises Committee meeting taking place on 13 November 2019. Details would be shared at the next Full Governing Body meeting in March 2020.
- 8.6. Governors **reviewed** the Futurezone update and asked for more details about the quality and the impact of the training offered through the zone.
- Katrina and Sarah confirmed that training and CPD opportunities offered through Futurezone were very beneficial. They included middle leadership development courses; early careers training; coding/Purple mash training; and cognitive acceleration in English. Staff who had attended were creating mini projects in school to develop the innovative approaches gained from attending training and sharing feedback and knowledge at staff meetings.
- Governors were pleased to note that the many training opportunities and courses were included within the £3k membership of the zone. The only other costs incurred related to the provision of cover to enable teachers to attend.
- As regards prospects for the joint purchase of resources, The School Business Manager at Ambler Primary had recently been appointed to progress this aspect of the project. This would be discussed at the next meeting of the Finance and Premises Committee in November 2019.
- 8.7. Governors were pleased to **note** that the knitting and sewing after-school club had proved to be so popular with pupils. The group was over-subscribed, and Governors asked if the potential for a second club to be established could be explored. Thanks were also passed on to the club leaders for supporting such an inspiring group. Governors also raised the possibility of providing a chess club; this would also be explored for the future.
- 8.8. Governors asked **questions** regarding the number of children eligible for Pupil Premium who attended after-school clubs. Katrina explained that around 18% of pupils from years 1 to 6 were eligible for Pupil Premium. The after-school clubs appeared to appeal most to younger pupils, rather than KS2. Children eligible for Pupil Premium were encouraged to attend after-school clubs and were offered 2 free sessions per week.
- 8.9. Governors were pleased to **note** that the Forest School was now in operation, using the ecology centre in Gillespie Park. Year 1 pupils were attending once each fortnight until the October half-term and EYFS would start attending after half-term.



- 8.10. Governors **asked** about the 'historian in residence project' and the future plans for participation. Katrina explained that two lessons had been observed to inform future planning to teach history topics. Visits were planned to the Broad Street handpump (cholera outbreak 1854) and primary sources would be made available referencing Islington and the local area to make the topic relevant for pupils.
- 8.11. Governors were advised that the school had closed for one day due to a burst water main and no water at the school. Parents had been supportive and there had not been any significant issues resulting from the closure.
- 8.12. Governors **asked** if the recent family lunch had been successful. Katrina Moses confirmed that it had been a valuable opportunity for families to meet and develop community links. Louise Russell had attended and confirmed that the event had been a success.
- 8.13. Governors **thanked** the Headteacher for providing a detailed report and Katrina Moses for answering questions.

9. Data 2018/19

- 9.1. Governors **reviewed** the 2018/19 data and Fisher Family Trust reports that had been circulated in advance of the meeting and **noted** the following:
- SEND pupils were making higher than average national progress;
 - Children from Black Caribbean backgrounds also achieved good progress and attainment;
 - There had been a slight dip in the number of pupils achieving Age Related Expectations and/or Greater Depth at the end of KS2 (18/19) due to a range of challenges outside the schools' control. These included social and family issues;
 - Disadvantaged pupils achieved as well as their peers across most areas, with the exception of the number reaching Greater Depth. This would be reviewed in detail, along with the Analyse Schools Performance (ASP) data at the Spring 2020 term Learning and Curriculum Committee;
 - Children eligible for Pupil Premium made more progress at the end of KS2 (18/19) than their peers which clearly evidenced that the school was diminishing the difference;
 - Data for the current year 2 cohort showed that there was some difference between disadvantaged pupils and their peers. This cohort had a high number of pupils with SEND and additional needs;
 - The data for the current year 4 cohort also showed that there was some difference between disadvantaged pupils and their peers. Whilst extra support was in place, this cohort also had a higher number of pupils with SEND and additional needs. A provision map had been put in place and targets continued to be reviewed in depth at Learning and Curriculum Committee meetings;
 - The 2018/19 EYFS cohort had achieved well, with 77% meeting Good Levels of Development, which was above both local and national averages.

10. Committee Appointments 2019/20

- 10.1. The Governing Body **agreed** to establish the following Committees:



- Finance and Premises Committee
- Learning and Curriculum Committee
- Safeguarding Committee
- Pay Committee
- Headteacher's Performance Management Panel
- Pupil Behaviour and Exclusions Committee
- Appeals Committee
- Staff Discipline and Dismissal Committee
- Staff Discipline and Dismissal Appeals Committee

10.2. The Governing Body **agreed** the following Committee appointments:

<p><u>Finance and Premises Committee</u></p> <p>Louise Russell – Chair</p> <p>Ashley Smith</p> <p>Rejinder Bangar</p> <p>Jodie Reed</p> <p>Mickel Gebreyohanes</p> <p>Claire Bolderson</p>
<p><u>Learning and Curriculum Committee</u></p> <p>Jodie Reed – Chair</p> <p>Louise Russell</p> <p>Sarah Bergin</p> <p>Mickel Gebreyohanes</p> <p>Tom Brind</p> <p>Sanila Khaliq</p> <p>Claire Bolderson</p>
<p><u>Safeguarding Committee</u></p> <p>Rejinder Bangar – Chair</p> <p>Ashley Smith</p> <p>Claire Bolderson</p>



Tom Brind
Jodie Reed
<u>Pay Committee</u>
Sanila Khaliq – Chair
Mickel Gebreyohanes
Louise Russell
Claire Bolderson
<u>Headteacher’s Performance Management Panel</u>
Claire Bolderson
Ashley Smith
June Hall – External Advisor

10.3. Appointments to other Committees would be made on an ad-hoc basis from Governors eligible to participate.

11. Reports from Committees

- 11.1 The Governing Body **noted** the minutes of the Learning and Curriculum Committee meetings that had taken place on 17 July 2019 and 2 October 2019. The Chair of the Committee highlighted the last meeting had included an update on the new Ofsted inspection framework; the presentation would be circulated to all Governors. A slight change would be made to the approach of the Committee for 2019/10, that would include reviewing subjects in more-depth and undertaking book scrutiny activities and learning walks. The next meeting would be held on 20 November 2019.
- 11.2. The Governing Body **noted** the next meeting of the Finance and Premises Committee was due to take place on 13 November 2019.
- 11.3. The Governing Body **noted** the next meeting of the Safeguarding Committee was due to take place on 29 October 2019.

12. Parent Voice

- 12.1. The next Parent Voice event had been arranged for 28 November 2019 and Governors were encouraged to attend in support. The theme was yet to be identified but would possibly encompass mental health and wellbeing aspects.



12.2. Governors **discussed** how parents could be engaged in relation to school priorities and future changes to the curriculum. It was agreed that staff, pupil and parent surveys would be undertaken; along with a possible summer 2020 term engagement event. Enquiries would be made with other schools to ascertain approaches used elsewhere.

12.3. The next 'bring a parent to school' event was due to be held in the Spring 2020 term.

13. Governor Visits

13.1 Governor visits were being arranged for Spring and summer 2020 terms.

13.2. The Chair had attended the end of year assembly in July 2019.

13.3. Governors **discussed** the potential to arrange a group training session and were asked to provide preferences for the theme to the Chair who would look into potential arrangements.

14. Policies/Documents for Approval

14.1. The Governing Body **approved** the following policies/documents:

Child Protection Policy

14.2 Governors **noted** the Keeping Children Safe in Education: September 2019 guidance and confirmed all would read Part I.

15. Information/Discussion Items

15.1. There were no items to report other than those already raised under previous items on the agenda.

16. Any Other Business

16.1. There were no items of other business raised.

17. Dates of Future meetings 2019/20

17.1. The Governing Body **noted** the following dates:

Meeting	Date
FGB	Wednesday, 4 March 2020 at 6pm
FGB	Wednesday, 17 June 2020 at 6pm

The meeting concluded at 7.40pm.

Signed..... Date.....



Appendix 1 – Action Log

Date added	Item	Owner	Date for next review
06/03/2019	Sanila Khaliq to look into the potential for a local college to support the school via a community initiative to provide an MFL after-school club.	Sanila Khaliq	4 March 2020 meeting
16/10/2019	Clerk to sent declaration of interest forms to absentees	Clerk	Complete
16/10/2019	Absence profile report to be brought to the next FGB meeting	HT	4 March 2020
16/10/2019	Update on Science for Life to be provided at the next Finance and Premises Committee on 13 November 2019.	Chair	4 March 2020
16/10/2019	Presentation from last Learning and Curriculum Committee to be circulated to all Governors.	Jodie Reed	4 March 2019
16/10/2019	Staff, pupil and parent survey results to be brought to a future meeting along with details for a possible summer 2020 term engagement event	HT	Spring/Summer 2020