



Minutes of the Full Governing Board Meeting

Held on Wednesday 14 June 2023 at 6.00pm, in person

Membership

Name	Initial	Term Expiry Date	Governor Category
Mark Owen	MO	Ex-officio	Headteacher
Claire Bolderson (Chair)	CB	18/10/2026	Co-opted Governors (4)
Ashley Smith (Vice Chair)	AS	19/10/2025	
Dan Hamilton	DH	03/03/2024	
Sajni Patani	SP	03/03/2024	
Jodie Reed	JR	22/02/2025	Parent Governors (4)
Hafsa Abokar	HA	01/03/2026	
Mandy Leatham	ML	22/02/2025	
Bhavini Doyle *	BD	22/02/2025	
Shelly Wragg	SW	TBC	Staff Governor (1)
Finella (Fin) Craig *	FC	01/03/2026	Local Authority Governor (1)
Carly Davis	CD	13/6/2027	Prospective Governors (Co-opted during the meeting)
Joseph Gibber	JG	13/6/2027	
Katrina Moses (Deputy Headteacher)	KM	N/A	Observer
Neil Taylor		N/A	HEP Cover Clerk

An asterisk (*) denotes absent

PART 1

1. Welcome

- 1.1 The Chair welcomed all Governors to the meeting. In addition, CD and JG were welcomed as prospective governors to replace CB and SP who were planning to resign as governors.
- 1.2 Apologies were received and accepted from BD and FC.

2. Compliance

- 2.1 *Business and Personal Interests*
All governors had completed the Business and Personal Interests form.
- 2.2 *Self-declaration (Disqualification) Form*
All declarations were up to date.
- 2.3 *Disclosure and Barring Service (DBS) Checks/Section 128 checks*
All checks were up to date.

3. Minutes of the Previous Meeting and Matters Arising – 1 March 2023

- 3.1 *Minutes of the Meeting*
The minutes of the previous meeting were **agreed** as an accurate record of the meeting held. A copy of the minutes was signed by the Chair.

3.2 Matters Arising

Item	Action	By Whom
5.1	Change HA's surname on future agendas and in the last meeting minutes. Done.	Clerk
7	Visit reports to be sent to the Headteacher to be uploaded. Done.	Governors
7	Send the updated information sheet to Chair. Done.	Headteacher
9.1	Check SW is on the Learning Committee distribution list. Done.	JR
10.1	Approve the school leaver checklist on the SFVS. It was believed to have been done, but would be checked by the Headteacher.	Finance Committee
10.3	Delegate the budget to the Finance Committee and ratify at the next Full Governing Body meeting. Done, and would be later on the agenda of this meeting.	Governors/Clerk
11.2	Liaise with FC regarding the safeguarding report. Done	Headteacher
13.2	Complete safeguarding training Done	JR/SP

HA arrived at 6.08pm.

4. Headteacher's Report

4.1 The Headteacher gave a verbal overview of each section of the report and Governors were given the opportunity to share comments.

Science Accreditation

4.2 DH said that governors could feel pleased about the Science accreditation. MO said that he was very pleased. It was important for teaching and learning, and reflected that the school was leading science provision. Special thanks were expressed by governors to Hassan and Megan.

Attendance

4.3 KM reported that the PA figure should read '16' rather than '18'.

4.4 CB observed that all year groups were full, except for Year 5, which had 27 children. MO said that there had been one recent leaver. He did not have a concern about the spaces in Year 5. There was always some movement in certain year groups. There was not a waiting list for those spaces, although there may be one during the autumn term. It was important to note that both London and Islington rolls were falling. There were still lots of visitors to Gillespie, taking part in parent tours. KM reported that there had been space in the current Year 5 cohort for a while.

4.5 **CB asked if there was a link between unauthorised holidays and those with persistent absence.** KM said that this was a factor, but less so than before. There had been some genuine illness impacting attendance. Families had been reminded not to take early summer holidays, and to return on time in September.

4.6 **CB asked if there was a correlation between persistent absence and pupils with SEND or who were Pupil Premium.** KM said that some with EHCPs had been absent a lot. Some with SEND had been, but not all of them. There had been a lot of illness.

4.7 **CB asked about a particular pupil whose attendance had been low, who had now moved to another school.** MO said that the pupil was from a family who had a pattern on moving schools. The child had been receiving additional support, but the mother did not want it. Records had been passed to the new setting and the local authority were aware.

Quality of Learning

- 4.8 MO thanked SW for her ongoing work with subject leads to bring about more consistency. Curriculum planning had been reviewed, and was effective. Teaching was also being reviewed to ensure that it was effective. Maths, Science and Music went beyond National Curriculum requirements; History probably did as well; fantastic progress had been made with Geography, but there was still progress to be made. Weaker subject areas included French, and Computing. There was currently no active Computing lead at present, and there was also a resourcing issue. There were no subjects which were not meeting the basic requirements of the National Curriculum.
- 4.9 KM reported on recent book looks. Quality of teaching deemed to be very good. PE had specialist teachers; Dance was delivered in partnership with Sadlers Wells.
- 4.10 **A governor asked if subject leadership was a voluntary activity.** CB said that if a TLR was held, there was an additional payment. MO said that he could ask any Threshold teacher to take on a responsibility, however there were less resourcing available for staff who led subjects.
- 4.11 **A governor asked about the scope for parents to be able to volunteer.** MO welcomed this, and said that parents had done a brilliant job running the library. Next year, it would be good to get some support with Art. MO said that he would communicate about opportunities in the newsletter.
- 4.12 The chair expressed thanks to Rebecca for her work on getting families to engage with after-school clubs.
- 4.13 MO said that staff had struggled to get pupil premium children to engage with the Music Hub.
- 4.14 **A governor asked if leaders would be assessing what support for pupils had worked.** MO said that a lot of pupil voice surveys had been undertaken. This would be continued. The 'My Happy Mind' scheme, introduced by Steph, seemed to be having an impact. SW said that there had been a massive focus on online safety too.

5. Pupil Progress

- 5.1 Governors received the summary data and synopsis from KM, which had been circulated in advance.
- 5.2 CB asked about what seemed like a weakness at writing in Year 6. KM said that the class teacher had been really cautious with grades, as there would be moderation of writing grades by the local authority. The figure for those at Age-Related Expectation was now 83%, following moderation, which was a marked increase on the 67% Reported at the end of the previous year.
- 5.3 CB asked about progress in Year 3. KM tabled a progress tracker chart for Year 3. She said that there were 6 Pupil Premium pupils in that year; 1 child had an EHCP; and 1 other was on SEN support. Other pupils in the class also needed some support. The progress of Pupil Premium pupils appeared to be tracking that of non-Pupil Premium.
- 5.4 KM also tabled a progress tracker chart for Year 6. It was noted that in the case of one Year 6 child there had been a data inputting error at the end of KS1.

6. Minutes/Reports from Committees

6.1 Learning Committee (JR)

- 6.1.1 JR reported that there had been 2 meetings of the committee. There had been feedback on a visit to the school; discussion about writing; and analysis of other results. It had been noted that the gap between Pupil Premium and non-Pupil Premium pupils had grown. Previously Pupil Premium pupils had performed above the national average level for all children. It was noted that there had been national changes, plus an increased number of PP children at Gillespie who had SEND.
- 6.1.2 It was also noted that the school continued to perform well in Maths.

- 6.1.3 **A governor asked for more information about ‘similar characteristics’ in respect of the similar schools which Gillespie was being judged against.** MO said that until now such comparative data had not been supplied.
 - 6.1.4 KM reported that there were some very able Pupil Premium pupils at the school.
 - 6.1.5 SW expressed concern that the approach of schools to assessment at the end of Year 2 was not consistent nationally. She said that she always been careful not to inflate outcomes.
 - 6.1.6 CB said that the school recognised the gap in respect of Pupil Premium outcomes. It was hoped to return to the stage where there was no gap. MO said that previously this had been achieved through gradual, persistent steps. It would take time both at the school, and nationally, to counter the effects of the pandemic. The school would seek to be consistent and relentless.
- 6.2 *Finance Committee - update on budget and plans for monitoring (SP)*
- 6.2.1 AS was appointed as the new Chair of the Finance Committee.
 - 6.2.2 SP reported that there was a deficit of £22K at the end of the 2022-23 financial year. A balanced budget had been set for the next 3 years. This year, a surplus of £24K was being projected.
 - 6.2.3 AS reported that the budget for 2023-24 had been signed off by CB. KM would be classroom based for 4 days per week with Year 4.
 - 6.2.4 CB said that the setting the budget had been particularly challenging. There was likely to be increased pressure on teachers, and especially on the leadership. MO would be covering some catch-up teaching as well as some of KM’s leadership responsibilities, given that she would be classroom based.
 - 6.2.5 MO reported that he understood that around 45% of Islington schools would be setting a deficit budget this year.
 - 6.2.6 Governors **ratified** the budget for 2023-24.
 - 6.2.7 JR said that the budget did create a risk to manage concerning learning outcomes. MO said that steps would be taken to alleviate this, however, the changes made were not done for strategic reasons, but out of necessity through being unable to afford to recruit another teacher. CB suggested that a priority for Learning Committee could be to review the impact.

7. Safeguarding

- 7.1 It was noted that BD, the Safeguarding Governor, was unfortunately not present.
- 7.2 MO reported that the school was up to date with all safeguarding requirements. KCSIE (2023) had just been published, so the school’s Safeguarding Policy would be updated **in** the autumn term.
- 7.3 MO reported that the Single Central Record had recently been scrutinised by the local authority. The feedback received was that it had been excellent.
- 7.4 MO said that there were no significant developments to report, following the annual safeguarding report at the last meeting. There had been no major issues which had arisen.
- 7.5 JR said that she felt it was important to have a drive on communicating policies, and in particular the one regarding food allergies, at events with the Friends of Gillespie team. MO said that policies had been communicated, but he would arrange a reminder. **Action: MO**

8. Policies for Approval

- 8.1 *Equalities Policy*
- 8.1.1 ML said that the policy was extensive, covering several different areas. A lot of measures in there were seeking to be preventative, rather than reactive.
- 8.1.2 MP reminded governors that the school was are required to have equality targets. These were listed at the end of the policy. The targets needed to be reviewed at least every 4 years.

- 8.1.3 **A governor asked if it would be beneficial to remind parents of the policy.**
MO said that it would. It would be communicated via the newsletter.
- 8.1.4 **A governor asked if hyperlinks could be avoided within the policy, particularly if they were directed to an external website, as these could easily become obsolete, when national websites changed.**
- 8.1.5 Governors **approved** this policy.

9. Governor Training and Development and Governors' Briefings

- 9.1 ML reported that she was planning to undertake Equalities training.
- 9.2 Governors were reminded of the need to complete Safeguarding Refresher training in the autumn, which would reflect changes following the publication of KCSIE 2023

10. Composition of the Governing Body

- 10.1 CB announced her resignation as Chair of the Governing Body.

AS took the chair.

- 10.2 AS invited nominations for the vacancy of Chair of the Governing Body.
- 10.3 DH was nominated by AS and seconded by ML. In the absence of any other nominations, DH was elected unopposed.

DH took the chair.

- 10.4 CB and SP tendered their resignations as governors, with immediate effect.
- 10.5 DH thanked CB and SP for their committed work as governors.
- 10.6 MO said that he wished to formally thank CB for her long service as a governor for nearly 2 decades. During that time served as Vice Chair for several years, and for the past 5 as Chair. She had always provided invaluable support and great challenge, having been very generous with her time. The legacy she had left was significant: there was now a very effective governing body.
- 10.7 CB thanked colleagues for their kind words. She also thanked AS for all his support as Vice Chair.
- 10.8 DH said that there was now an opportunity to fill the 2 vacancies which had arisen on the governing body. He and AS had met with 4 candidates and had selected 2 for recommendation to be co-opted (Carly Davis and Joseph Gibber). Their details had been circulated to the governing body in advance of the meeting.
- 10.9 Governors voted to co-opt Carly Davis and Joseph Gibber on to the Governing Body.

11. Future Meeting Dates

Full Governing Body meeting - Wednesday 18 October 2023
Finance Committee meeting – to be confirmed
Learning Committee meeting – Monday 17 July 2023

12. Any Further Business

There was no other business.

PART 2 - CONFIDENTIAL ITEMS

13. Confidential Business

There was no other business.

14. Headteacher's Report on Complaints, Exclusions and Incidents

There was nothing to report.

15. Any Other Confidential Business

There was no other confidential business to report.

The Chair thanked all Governors for attending and closed the meeting at 7.34pm

Signed.....Date:
Chair

Action Table

Item No.	Action	By Whom
3.2 (10.1)	Check approval of the school leaver checklist on the SFVS	Headteacher
4.11	Highlight opportunities for parents to help in the newsletter	Headteacher
7.5	Remind parents about school policies	Headteacher