

## FULL GOVERNING BODY VIRTUAL MEETING

TUESDAY, 25 MAY 2021 AT 7.00PM

### Membership

Name	Type	Term expiry date	Attendance
Katy Jackson	Parent Governor Co-Chair of Governors	19/12/2021	Present
Helen Walsh	Co-opted Governor Co-Chair of Governors	14/09/2024	Present
Lucy Freestone	Parent Governor	01/09/2023	Present
Alison Vaughan	Co-Opted Governor	15/01/2022	Present
Deborah Smith	Parent Governor	31/07/2022	Present
Camilla Bolt	Parent Governor	12/11/2022	Present
Jo Yurky	Parent Governor	23/11/2024	Present
Sophie Papworth	Co-opted Governor	25/03/2022	Present
Fiona Doyle	Co-opted Governor Vice-Chair of Governors	21/11/2021	Present
Ally Tansley	Co-Opted Governor	31/08/2021	Present
Costa Constantinou	Co-Opted Governor	20/01/2024	Apologies
Pawan Dhir	Co-Opted Governor	22/03/2025	Present
Simon Green	Local Authority Governor	15/05/2023	Present
Sally Eustance	Staff Governor	19/10/2021	Apologies
Emily Gazzard	Associate Member	N/A	Present
Maria Panayiotou	Associate Member	N/A	Present
Adrian Hall	Headteacher	N/A	Present

Also in attendance:

Hannah Cleary – Clerk

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

#### 1. Apologies for absence

- 1.1. The Co-Chairs welcomed all attendees to the virtual meeting.
- 1.2. Apologies for absence were received and accepted from Sally Eustance and Costa Constantinou.

#### 2. Declarations of Interest

- 2.1. Annual declaration of interest forms 2020/21 had been completed by all Governors.
- 2.2. There were no declarations of interest made in relation to any items on the agenda nor gifts/hospitality.

#### 3. Late items and order of business

- 3.1. There were no items of additional business.

#### 4. Minutes of the last meeting

- 4.1. The minutes of the last meeting held on 23 March 2021 were approved as a true record.
- 4.2. There were no matters arising not covered elsewhere on the agenda.

#### 5. Membership

- 5.1. There were no vacancies, changes to membership or terms due to expire before the next meeting.

#### 6. Co-Chair's Report

- 6.1. The Co-Chairs provided a verbal update at the meeting. The following points were highlighted:
  - One complaint had been received from a parent that was being resolved;
  - Congratulations were expressed by all attendees to Costa Constantinou for his recent wedding;
  - There was an increased likelihood of an Ofsted inspection during Autumn 2021 and plans were underway to ensure the school and Governors were prepared. The Curriculum Committee had prepared a list of questions in respect of inclusion and safeguarding aspects and other elements such as the remote learning provision; parent engagement and provision for disadvantaged/EAL pupils were also being prepared. Updates would continue to be shared with Governors;
  - At the recent Chairs Forum the issues with communicating with the Local Authority had been raised (as raised at the Premises and Health and Safety Committee meeting on 30 April 2021); these had now been broadly resolved and were due to changes in staffing at the LA;
  - The benefits of having FGB Co-Chairs was also discussed at the Forum;
  - Consideration is being given to future meeting arrangements once restrictions are lifted. It was expected that a blended approach would be used going forward. This would be discussed further at the summer 2 FGB meeting;
  - The Co-Chairs would be arranging 1:1 meetings with all Governors before the end of the summer term to discuss future development and succession planning;
  - Lucy Freestone agreed to contribute to the summer 1 newsletter; Camilla Bolt would contribute to the summer 2 newsletter.

#### 7. Reports from Committees

- 7.1. The Governing Body **noted** the minutes of the Premises and Health and Safety Committee held on 30 April 2021.
- 7.2. The Governing Body **noted** the minutes of the Resources Committee held on 30 April 2021. The Committee recommended approval of the budget 2021/22 to the Governing Body; the FGB **approved** the budget 2021/22.
- 7.3. The Governing Body **noted** the minutes of the Curriculum Committee held on 27 April 2021. The meeting had focussed on reviewing the curriculum offer. Moving forward, subject leads would be invited to attend meetings; D&T would be the focus at the next meeting.

## 8. Headteacher's Report

8.1. The Headteacher introduced the report that had been circulated in advance of the meeting setting out the current context; school set-up; staffing update; education news and update on progress against the SDP.

8.2. The following points were highlighted:

- Attendance remained strong at 96% (vs the national average of 91% and LA average of 88%);
- There had not been any bubble closures nor positive cases for pupils or staff although some had isolated;
- There are currently 702 pupils on roll and no vacancies. There has been a higher level of mobility than usual (11 leavers and joiners and a further 9 leavers expected); this is mainly due to families relocating outside of London;
- Applications for EYFS in 2021/22 remained strong, with 126 first preference applications received. Following the admission allocations there are 60 pupils on the waiting list; some of these pupils currently attend the nursery. Allocations had been offered to the furthest distance (0.42 miles) known. 40 places had been offered to pupils with siblings already at the school;
- The updated risk assessment (May 2021) was circulated in advance of the meeting and contained details of the changes that have been made to the arrangements. These include some outdoor play relaxation and changes to lunchtime routines. At present, EYFS and years 3, 5 and 6 are able to have hot meals; there is no further capacity for other year groups although this will continue to be reviewed as the DfE guidance changes and restrictions lift;
- Some lettings have also now resumed as a result of the changes to the guidance. All lettings remain within the current allowances and risk minimisation arrangements are strong and robust;
- Extended day provision has also recommenced;
- The year 6 leavers show will also take place; across 3 performances with restricted attendance;
- Some trips and visits (including PGL) have also resumed although there are some challenges regarding using coaches due to the requirement to wear masks;
- Some staff are continuing to suffer the effects of long-Covid and there are other absences for medical reasons;
- Changes had been introduced to increase the counselling offer through charging £5 per session. The income generated would enable more counsellors to be engaged and therefore more sessions;
- Student teachers and teacher apprentices were due to join from September 2021 and these would be used to support interventions and smaller group work. Evidence of the positive impact of this approach was already available and feedback on student teachers is good. Some changes to the requirements for NQTs and Initial Teacher Training were also due to be implemented; mainly in respect of increasing the level of mentoring support for NQTs and placement hours for trainee teachers.
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8.3. Governors asked **questions** as follows:

Q: Given the current restrictions, are parent tours able to take place, given the expected further mobility of 9 pupils? How are new joiner inductions being managed?

A: Tours are still taking place albeit with social distancing and other risk minimisation arrangements in place. Inductions for new pupils still include tours and meetings with new teachers and classmates although the process is slightly slower than during usual circumstances. The office contact parents during the pupils' first day to keep them updated on how children settle in.

Q: Have all the relevant documents been sent to the new schools for the pupils who have left?

A: Yes, all required documentation has been passed to the new destinations and there are no children unaccounted for. A few families have moved overseas and the process is slightly different for these pupils but the required procedures have been followed in full.

Q: How have children found the changes to the outdoor socialisation arrangements?

A: The EYFS cohort have not experienced playtime as it would be usually and there has been a need for them to adapt to more children being in the playground although support is provided.

Q: How is staff wellbeing in respect of the relaxation and other changes?

A: Staff wellbeing remains high and team working strong; although some staff remain anxious. Support continues to be provided.

Q: Is there appropriate insurance cover in place for the trips and visits (including PGL)?

A: Yes, appropriate insurance is in place and provides cancellation cover. Capacity for the PGL trip is a third less than usual due to the restrictions.

Q: Have all safer recruitment practices been adhered to in respect of the recent recruitment?

A: Yes, the safer recruitment checklist is always used and staff participating in recruitment have received the appropriate training. Candidates who don't meet the safer recruitment checklist criteria are not considered. Safeguarding questions are part of every interview and recruitment tasks. DBS checks and reference checks are strictly adhered to.

Q: How is recruitment conducted to ensure no bias, conscious or unconscious?

A: Recent recruitment exercises have been conducted without any identifying features of applicants, such as name, gender, or race. The school is strongly committed to an anti-racist approach and the requirement for all roles contains a strong emphasis on commitment by candidates to this approach. Newly appointed staff represented a diverse range of backgrounds and the recruitment processes are very fair.

Q: Has the tutoring programme commenced?

A: The tutoring programme has commenced using existing staff following rigorous training. Impact of the tutoring would be measured via assessments, particularly for English and maths.

Q: How is implementation of the new RHSE curriculum progressing?

A: The curriculum is developing positively and new resources introduced. Clarifications was in the process of being sought with regard to the different elements of SE vs health. The skills map for the RHSE curriculum was almost complete and would be fully developed for use in September 2021. The current provision closely followed that delivered in previous years (and remained compliant with current standards).

Q: How will staff be evaluated against targets in the SDP?

A: Teachers undertake a self-evaluation as part of the annual performance management process and provide evidence to support their conclusions. Staff inset days during 2021/22 will also provide training to improve teaching and development of the curriculum.

Q: What initiatives are in place to support pupil wellbeing?

A: A number of initiatives are in place to support wellbeing:

1. When children first returned in March, daily circle time was used to focus on rebuilding the class team
2. Increased therapist team capacity to lead therapist and 5 trainees. More trainees will be engaged from January 2022. Some of the trainees will be providing private therapy for pupils through Child in Time from September.
3. Artspace continues. Therapy is being offered to around 25 pupils and some parents too.
4. Emotional Literacy Support Assistant HLTAs based in Y1 and Y6 to support pupils with low level anxiety etc.
5. Increased CAMHS referrals.
6. Headship team on gates every day to support pupils who are reluctant/anxious coming into school.
7. Individualised teaching/programmes for pupils who are suffering from high levels of anxiety post lockdown

- 8.4. Governors **thanked** the Headteacher for providing a detailed update and asked that thanks and support be passed on to all staff for their continued outstanding efforts and dedication to pupils. Governors commended the strong leadership that continued to be demonstrated and the good levels of support available for all pupils and families.

## 9. Strategic Thinking

- 9.1. Governors were encouraged to review the training log and engage with relevant courses on the NGA learning link, HEP website, and other e-learning modules/webinars.

- 9.2. Working group updates:

BAME: Fiona Doyle advised that the parent engagement event facilitated by HEP had taken place in May 2021 and 33 parents had attended. The session had been very positive and provided an opportunity for good communication and exploration of pertinent issues. A coffee morning is arranged for 28 May 2021 for Black parents. Governors discussed the use of the term BAME and agreed that continued use was undesirable. Priority would be given to finding a more appropriate alternative by the working group. Training resources from the unconscious bias sessions would also be provided to Governors.

School name working group: There had not been any update in respect of the London Mayor's commission to review street and place names. The working group is still due to meet and decide how best to communicate with stakeholders before the end of the academic year, although the name change work would be connected with the overall review of the school vision and values due to take place in autumn 2021. The school continued to implement the historical enquiry approach to the curriculum e.g. year 3 pupils gathering information and evidence from a range of sources about the school's name; and using this approach to foster understanding of the use of primary and secondary historic sources to help support conclusions.

Strategic planning: the work to develop the vision and values continued and would be shared with Governors.

### 9.3. Governor monitoring:

Safeguarding: Lucy Freestone: Regular contact with the safeguarding lead at the school (Emel Ali) continued to be maintained and a meeting was due to take place during the week of 24 May 2021. Emel had also raised issues regarding contacting staff at the Local Authority (see item 6 above) but these had been broadly resolved. Governors were reminded to provide certificates of having undertaken safeguarding training.

Mental Health and Wellbeing: Alison Vaughan: Alison had attended the last staff meeting to seek staff views on their wellbeing. No concerns were raised and staff were positive about the support in place. There was limited appetite for a staff survey at the present time although staff would be asked again later in 2021. Governors noted that the school already operate parent and pupil wellbeing surveys and pupil wellbeing is a key feature of the PHSE and RHSE curricula. Alison would arrange a further visit in the summer term to meet new staff.

Inclusion and diversity: Jo Yurky had met with the Inclusion Lead (Emily Gazzard) and undertaken a learning walk to see interventions taking place for pupils in respect of maths and social skills. The sessions were excellent and assurance was evidenced of the appropriate and supportive measures in place. A further visit for the summer term was due to be arranged.

BAME: Fiona Doyle: see item 8 above re the working group. A visit had taken place on 13 May 2021 to meet pupils and discuss how they felt about the curriculum and seek feedback. The visit had been very positive and pupils were able to articulate their views.

GDPR: Helen Walsh: no issues to report.

EYFS: Camilla Bolt: a meeting had taken place to review the changes to the EYFS curriculum in respect of language development and physical development ready for implementation in autumn 2021. EYFS provision is already very strong and the assurance was given during the visit that the preparations had been made for the changes.

### 9.4. Governor training log: Governors were reminded to send details of training attended to the Headteacher before the next FGB meeting.

## 10. Policies

Rhodes Avenue Primary, London

10.1. The Governing Body **approved** the following policies:

Complaints (including unreasonable and vexatious) Policy

EAL Policy

Science Policy

**11. Dates of Future meetings 2020/21**

11.1. The Governing Body **noted** the dates of future meetings as follows:

Resources/Premises: Friday, 25/06/2021 from 8am

FGB: Tuesday, 13/07/2021 at 7pm

*The meeting concluded at 8.50pm*

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

**Appendix 1 – Action Log**

<b>Date added</b>	<b>Item</b>	<b>Owner</b>	<b>Date for next review</b>
<b>22/01/2019</b>	Details of the impact and progress against the School Development Plan to be brought to each future FGB meeting.	Headteacher	Ongoing from Spring 2019
<b>09/07/2019</b>	Standing item 'Strategic Thinking' to be included on all agendas going forward.	Clerk	Ongoing from Autumn 2019