

**MINUTES OF THE MEETING OF THE GOVERNING BODY  
HELD ONLINE THURSDAY 24<sup>TH</sup> MARCH 2022 at 6.45PM**

<b>LA Governors (1)</b> *Philippa Connor 08.12.25	<b>Staff Governor (1)</b> *Fiona Moffatt 20.07.25	<b>Parent Governors (4)</b> ^Mark Hilton 01.12.23 *Juliet Natali 22.10.24 ^Andrea Ledward 22.10.24 *Kelly Flitterman 08.12.25
<b>Co-opted Governors (4)</b> ^Jane Garrard 29.01.24 *Carl Spitzer 29.09.24 *Gary Robson 18.09.23 ( <b>CHAIR</b> ) ^Genevieve Hughes 19.11.23	<b>Headteacher (1)</b> *Tony Woodward Ex-officio  <b>Also Present</b> *Helen Holloway (Senior Clerk HEP)	<b>Associate Members</b> *Annie Ashraf (DHT) 28.09.22 *Michelle Moss (SBM) 28.09.22 ^Michael Belle 06.05.22
*denotes governor present ^denotes apologies noted		

## **PART I**

### **1. WELCOME/INTRODUCTIONS AND APOLOGIES FOR ABSENCE**

1.1 The Chair welcomed everyone to the meeting.

1.2 Apologies were received Genevieve Hughes; Jane Garrard, Mark Hilton and Andrea Ledward. Apologies for late arrival from Philippa Connor. The meeting was quorate.

### **2. DECLARATIONS OF INTEREST, PECUNIARY OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA**

No matters were declared

### **3. GOVERNING BODY AND COMMITTEE MEMBERSHIP**

There were no changes to the GB and Committee membership.

### **4. MINUTES OF THE PREVIOUS MEETING AND MATTER ARISING**

4.1 The GB **AGREED** the Part 1 GB minutes of the meeting held on 8<sup>th</sup> February 2022. The minutes will be signed in due course by the Chair.

**ACTION: CoG**

## **MATTERS ARISING FROM GB MEETING HELD ON 8<sup>TH</sup> FEBRUARY 2022**

4.1	Part 1 & 2 GB minutes of the meeting held on 9 <sup>th</sup> December 2021. To be signed in due course by the Chair.	CoG COMPLETE
	Part 1 & 2 GB Minutes (28th September 2021) to be signed by the Chair of Governors	CoG COMPLETE

4.5	To consider how the Forest Schools development money could be used to link into the curriculum and to further the work with other local schools	Learning & Curriculum Cmte <b>ACTION: Carry Forward</b>
4.9	To adapt the HEP version Governors Ofsted Crib sheet and circulate.	Headteacher <b>COMPLETE</b>
6.14	A recommendation was made that some areas identified in the questionnaire demand further investigation by fleshing out particular questions to understand the responses given. It was agreed the Headteacher and KF would explore this further.	Headteacher / KF <b>No further action required.</b>
8.1	It was <b>AGREED</b> to review the areas requiring link governors in the Learning and Community Committee (LCC).	LCC / agenda item It was <b>AGREED</b> link governors will be determined by the school in line with curriculum development and needs of the school.
9.4.4	Extra-Curricular clubs: In response to a request for football for girls, a girl's only football after school activity has been offered and only five girls have signed up. A discussion took place about the low turnout and it was proposed it may be worth exploring the possibility of a joint opportunities with other local schools to provide football for girls. It was <b>AGREED</b> the Learning and Community Committee will review and invite Mr Reynolds to attend their next meeting.	LCC See SBM report.

## 5. CHAIR'S ITEMS

Ofsted inspection: in the cycle for Ofsted.

## 6. HEADTEACHER'S REPORT

The Headteacher's report was circulated to the GB ahead of the meeting and shared online during the meeting.

6.2 It was noted:

- The SEF has been updated.
- EYFS will be updated next week.
- SEN update for Governors included in the HT report.

6.3 The Catering tendering process is now complete and there will be new company, *Olive Dining*, starting on 1<sup>st</sup> April. The TUPE process for staff has commenced.



6.4 All governors are invited to a presentation providing an update on the curriculum development work on Friday 29<sup>th</sup> March at the School. There will also be an opportunity to meet with some children in class.

6.5 A Governors' Day is to be planned so all governors can visit the school during the working day.

6.6 Ofsted was discussed and it was noted that a number of neighbouring schools in the Borough have been inspected in recent weeks.

6.7 A crib sheet will be completed and shared with the GB as part of the Ofsted preparation.

6.8 All governors were reminded that AA has filed Malcolm Willis' Ofsted training documentation in the Teams folder, and advised to have a look at this.

6.9 Safeguarding: The CoG has reviewed the SCR and met with the DSL. There were no concerns.

6.10 Attendance: There was a big drop in attendance from January to March due to Covid illness. The pupil attendance figures have now picked up.

6.11 Attendance has been analysed in specific groups and in relation to the national level of attendance review, Tetherdown School is classified as green.

6.11 Curriculum intent, implementation and impact

The Arts has been the focus for the spring term. Voluntary support has been available every Friday from a teacher and this has helped to support teachers to come out of class.

6.12 Personal development is ongoing with social, moral, spiritual and cultural plans being compiled for every year group.

6.13 CPD is ongoing and areas identified for staff.

Q1: Partnership section of HT's report – Haringey finance 3 year strategy – what is this?

R: The Governors tasked me with 3 year plan to maintain a healthy budget in light of reduced pupil numbers. The 3 year plan has been compiled with the support of the SBM. Ofsted will look at the school's value for money.

Q2: How are governors selected for Ofsted interview?

R: By the end of the first day, a list of checks will be identified and the HT will contact the governors to see who is available to be present. Where possible the link governors will be asked to come in for the subjects chosen for a deep dive.

## **7. POLICY REVIEWS**

7.1 The following policies were reviewed in their relevant committees and **APPROVED** by the GB:

- Assessment Policy
- Fire Evacuation Policy
- Remote Learning Policy
- Geography Policy
- Science Policy

7.2 The HT reported that a deeper discussion is planned to assess how effectively the policies can be reviewed and updated. Due to Covid and lockdown there is a backlog of policies for review.

**ACTION: HT to feedback in Summer 1 to GB**

## **8. COMMITTEE REPORTS / LINK GOVERNOR REPORTS / SBM REPORT**

### **8.1 Learning and Community Committee**

8.1.1 In MH's absence the HT reported. Lengthy discussions took place in the meeting about assessment, target setting and identifying gaps in pupils' knowledge.

8.1.2 Other areas covered by the committee included:

- Pupil progress in autumn term 2021
- Personal development and Equality, Diversity and Inclusion (EDI)
- Presentation given by Michael Belle on EDI
- The school judgement is *Good* on USB development
- Curriculum – significant amount of work completed by subject leaders to develop their areas of the curriculum

8.1.3 The L&C committee reviewed and agreed to increase the number of meetings going forward dividing the meetings into two separate meetings (2 parts).

### **8.2 Resources Committee**

8.2.1 In GH's absence the SBM reported the Committee reviewed the SFVS and this was circulated to the GB ahead of the meeting. The GB **APPROVED** the SFVS for 2022.

8.2.2 The SBM circulated the data dashboard to the GB compiled from the DfE website; it was noted the results of this are very positive.

### **8.3 Funding Opportunities Working Party / Sub-Committee**

8.3.1 The name FOWP was discussed and it was agreed from here on the group would be referred to as the Funding Opportunities sub-committee.

8.3.2 JN reported the second meeting has taken place and was used to gather information to understand the strategic vision of the school and seek corporate funding to achieve the projects and try and attract match funding.

8.3.3 The Headteacher thanked JN for all her work on this sub-committee.



## 8.4 SBM Report

8.4.1 The SBM report was received by all Governors ahead of the meeting. Question were presented from the Governors:

Q1: There are pupil vacancies in Year 1 – is there a waiting list for this year group?

R: There are currently 2 children on the Year 1 waiting list and visits to the school have been arranged for the families and the school is awaiting their decision.

Q2: It was reported that a number of staff vacancies are being covered by supply and why is this?

R: The vacancies covered by supply are play worker and SMSAs. The school has made a conscious decision to keep supply as the staff engaged are of high quality which can be difficult to find, and it is easier to make changes more quickly, if required, with supply staff. In addition the parking restrictions around the school has impacted on recruitment. The School is looking at a strategic plan working with Islington to raise the profile of the play leaders.

8.4.2 A query was presented about the after school activities and the lack of take up from the girls. It was reported that Mr Reynolds is looking at the sports offer for the summer term to try and encourage more to join the sports after school activities.

8.4.3 The SBM presented a net income report for the breakfast club and after school club. It was noted that the school is still not getting full attendance at the breakfast club. A discussion took place and it was identified that all parents may not be aware that ad-hoc breakfast club places are available with 24 hour notice. It was agreed to advertise this in the school newsletter and produce a breakfast club flier to distribute to the parents after the half term. **ACTION: SBM**

## 8.5 LINK GOVERNOR REPORTS

8.5.1 GR, safeguarding link governor, met with the SENDCo. It was reported there is a very comprehensive database system in place and caseloads are reviewed on a half termly basis by the Headteacher and the Designated Safeguarding Lead (DSL).

8.5.2 The SCR is well maintained and there were no concerns.

## 9. HEALTH AND SAFETY

The SBM reported.

9.1 The repair works to the paving in the lower playground are complete and signed off. The Treehouse School has picked up the bill for the works as the damage was caused by their trees.

9.2 During the Easter holiday the local authority will be completing works in the blue and yellow floor toilets to manage the rising damp problem.

9.3 Redecoration works will be completed on the side elevation of the building where the reception office is situated.

9.4 Summer works will include works to the rear elevation. The SBM is meeting with the contractors on 25<sup>th</sup> March 2022 to conduct a survey of the building. The results of this meeting will be shared with the H&S Link Governor, GH.

9.5 PC emailed the Chief Executive about the H&S issues due to the ongoing building works affecting the alleyway and access to and from the school. The SBM now has pictures of the recent whole school Fire Drill evacuation which can be forwarded, to support and review the situation and find best solutions going forward to ensure everyone's safety. Currently all children are entering the school via the top gate.

**Q: How long are the building works to continue?**

**R: The building works have been delayed due to Covid. They will continue at least until the end of the summer term or early autumn term.**

9.6 Concerns were expressed that once the building works are completed, the residents of the new houses will not be bound by H&S construction regulations.

## **10. TRAINING**

10.2 All Governors were reminded of their commitment to attend governor training, and record their training on the governors training record on Teams.

## **11. DATE OF FUTURE GB MEETINGS**

The GB **AGREED** the next GB meeting in summer term 1 will continue online. It was proposed to have a meeting in person for summer term 2.

SUMMER TERM:

Thursday 19<sup>th</sup> May 2022 @ 6.45pm (online)

Wednesday 13<sup>th</sup> July 2022 @ earlier time of 6.30pm (In person)

## **12. ANY OTHER BUSINESS**

12.1 It was announced PC will be stepping down from her role as LA Governor after the May elections. The Chair, on behalf of the GB, extended huge thanks to Pippa for all her support, experience and links with the local authority over the years working with the GB. PC also thanked everyone for their ongoing support.

*Clerk's Note: Part 1 meeting ended at 7.49pm  
Part 2 follows*

Signed.....  
Chair of Governors

Date 20/5/22

## MATTERS ARISING FROM GB MEETING HELD ON 24<sup>TH</sup> MARCH 2022

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4.5	To consider how the Forest Schools development money could be used to link into the curriculum and to further the work with other local schools	Learning & Curriculum <b>Action: Carry forward</b>
7.2	The HT reported that a deeper discussion is planned to assess how effectively the policies can be reviewed and updated. Due to Covid and lockdown there is a backlog of policies for review.	HT to feedback in at next GB meeting
8.4.3	It was identified that all parents may not be aware that ad-hoc breakfast club places are available with 24 hour notice. It was agreed to advertise this in the school newsletter and produce a breakfast club flier to distribute to the parents after the half term.	SBM

