

**MINUTES OF THE FULL GOVERNING BODY MEETING
ON WEDNESDAY 12TH JULY 2023, 6:30pm**

NAME	INITIAL	Governor category	Term Start	Term Expiry
Gary Robson (Chair)	GR	Co-opted (4)	19/09/2019	18/09/2023
Genevieve Hughes	GH		20/11/2019	19/11/2024
Carl Spitzer	CS		28/09/2020	27/09/2024
Vacancy				
Fiona Moffatt	FM	Staff Governor (1)	21/07/2021	20/07/2025
Mark Hilton	MH	Parent (4)	02/12/2019	01/12/2023
Juliet Natali	JN		23/10/2020	22/10/2024
Kelly Flitterman	KF		17/11/2021	16/11/2025
Denzil Jenkins	DJ		1/11/2022	31/10/2026
Tony Woodward	TW	Headteacher	<i>Ex-officio</i>	
Michelle Moss (SBM)	MM	Associate (2)	12/10/2022	11/10/2023
Annie Ashraf (DHT)	AA		12/10/2022	11/10/2023
Dawn Barnes	DB	LA Governor (1)	23/02/2023	22/02/2027

Also in attendance: Felicity Baird (FB), Haringey Education Partnership – Clerk

PART 1 – PUBLIC MATTERS

Approved
Challenges
Decisions
Actions

1. WELCOME / INTRODUCTIONS & APOLOGIES FOR ABSENCE

1.1 The Chair welcomed all to the meeting. No apologies for absence had been received, the Governing Body (GB) was quorate.

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

2.1 None were made.

3. MINUTES OF THE PREVIOUS MEETING / MATTERS ARISING

3.1 The GB **AGREED** to roll the approval of the Minutes of the 22 March 2023 and 17 May 2023 to the following meeting so that they could be prepared to a legible standard. There were no concerns regarding the substance of the Minutes, therefore the contents were provisionally approved, pending re-drafting.

Action: Clerk

4. GOVERNING BODY AND COMMITTEE MEMBERSHIP

4.1 The Chair informed the GB that he had written to the Headteacher last week to notify him of his intent to stand down in September 2023. The GB discussed whether any amongst its number wished to stand as Chair. It was noted that preference was for a new Chair to have at least a year's experience of sitting as a Governor for the school, and that the school and GB was open to flexibility regarding the Chair post (including possible co-Chair roles being available).

4.2 A number of Governors were unable to stand as Chair due to constraints on their time and/or lack of experience. Following discussion, it was **AGREED** that the current Chair, GR, and Governor MH, would co-Chair from September to the Christmas break, to allow MH to fully embed in the role. From

January 2024, MH would take over as solo Chair and GR would step down. GR and MH planned to meet in the interim and discuss how they would carry out the role between them.

4.3 The GB discussed the role of the Vice Chair. Governor DJ agreed to consider taking on the role as Vice Chair in the new academic year.

4.4 It was NOTED that Governor CS planned to stand down but would remain in post in the first term of the academic year.

4.5 Governor GH's term was due to end in November, however she stated her intention to continue for a further year. The GB **AGREED** GH remain on the GB for a further year, once she had reached the end of her current term.

4.6 Following a call for Parent Governor candidates, one parent stood for the role. As there were no further candidates, this parent was appointed to post from September 2023. The new Parent Governor, Amir Gold (AG), would take over the post left vacant by KF who was stepping down.

4.7 It was **AGREED** that Succession Planning and Recruitment should be added to the Agenda for the next GB meeting. MH and DB would meet to discuss the Vice Chair role.

Action: Clerk

4.8 It was **AGREED** that DJ would take over as Safeguarding Link Governor from September 2023.

5. COMMITTEE TERMS OF REFERENCE

5.1 No matters for discussion – this is a standing item for Autumn term.

6. CHAIR'S ITEMS

6.1 No matters for discussion.

7. HEADTEACHER'S REPORT

7.1 The GB had received the Headteacher's report in advance of the meeting. The Headteacher (HT) welcomed questions. **Governors asked** if any update regarding the SATs was available. The HT informed Governors that the SATs information had only been received the previous day and therefore the team had not yet had the opportunity to scrutinise the data and challenge any information.

7.2 The HT said that the school was on track to continue as 'good'. Performance at KS2 was good and the HT highlighted the statistics for Reading, Writing, Maths, Science and SPAG from his report. It was noted that Tetherdown's scores were 15-20% above the national average.

7.3 Governors were mindful that the school did not currently have full classes in Reception and **queried** if benchmarking against other local schools regarding pupil numbers could take place; to which they were informed that this was possible. The Deputy Headteacher (DHT) stated some concern regarding the current Year 5 cohort, which had faced a degree of mobility that may impact on its performance.

Action: HT/SBM?

7.4 Governors referred to the addition of Art in STEM (Science, Technology, Engineering & Maths) and **questioned** why it was also a standalone subject. The DHT stated that the decision to include the Arts in STEAM (Science, Technology, Engineering, Arts & Maths) was a wider approach, with a view to connect STEM subjects with Art within Design & Technology, Architecture etc., whilst allowing Art to remain as a standalone subject. The HT said that the structure was based on the school's strategy plan.

7.5 The GB heard that attendance was good (around 96%), however was impacted by some families taking their children out of school to go on holiday. These absences from school were always unauthorised.

7.6 The DHT updated the GB on the new Senior Leadership Team (SLT) structure from September: The current DHT was to become the new school HT. The new DHT was in post on an interim basis as her job was required to be advertised nationally. There was to be a new Assistant Headteacher (AHT).

Other staff movements included maternity leave cover, Newly Qualified Teachers (NQTs), and a new PE Coach. The school was part of the Mandarin Excellence Programme run by the Institute of Education Confucius Institute and therefore had a new set of Mandarin teachers every two years. It was highlighted that these teachers did not usually join the school until Autumn 2 because of visa issues. The expenditure for three (qualified) language teachers was £10k, and it was noted that it would not be possible to get the same number of teachers at this cost elsewhere. **Governors asked** if the fact the teachers did not join the school until the second part of the autumn term a problem, and were informed that it was not, currently, however there were some issues regarding consistency of quality of the teachers. **Governors queried** why the school had Mandarin teachers and were informed that the school was a feeder to Fortismere secondary school, which taught the subject, so helped to provide consistency to pupils who would eventually go there. Some Governors suggested contacting schools from the independent sector or those that taught at FE level to gauge whether they could teach at the school a day a week, however it was noted that the cost would alter dramatically and therefore may not be feasible.

- 7.7 The HT reported a rise in the reporting of perceived safeguarding issues because of the impact on others and the child's mental health/wellbeing. A meeting took place for staff to discuss how to track the different types of report. It was noted that it was preferable for staff to go ahead and report, rather than think that it did not meet the criteria and possibly miss a significant issue. The team was looking at how to create a more sensible way of tracking behavioural / wellbeing issues. **Governors suggested** the school needed more people with more detailed expertise to undertake the fine filtering of cases.
- 7.8 It was reported that the school had its annual meeting with Turn It On, the school's IT provider, about the school's annual IT strategy. The school called on an IT Consultant regarding its STEAM focus for next year, and a plan was in place to look at devices for use in the classroom. It was noted that the Wifi infrastructure would need to be improved so that devices could be used to their full potential in the classroom. Initially, more iPads would be sought for KS1 pupils, and Y5 pupils. The school would lease devices so that they could ensure they were working with the most up to date devices and software. Ultimately, it was hoped that the ICT suite could be closed and devices would all be used in classrooms. The SBM informed the GB that the PTA, Friends of Tetherdown, had guaranteed £20k for this year up to August 2023, and an additional £15k in the new financial year.
- 7.9 The HT thanked Governors for their support during his time in post at the school. The Chair, on behalf of the Governing Body, thanked the HT for his many years of service, noting he had made a significant impact on children for the last ten years.

8. COMMITTEE, SBM AND LINK GOVERNOR REPORTS

8.1 Learning & Community Committee

It was reported that this Committee had met once this term. The Art scheme used at the school had been replaced, as it was not suited to the school; it was reported that the new scheme was working well. More trips were now taking place. It was noted that local trips were easy to work through with more work required for those trips further afield.

8.2 The DHT was due to meet with the Haringey Music Service in the coming week.

8.3 It was noted that the deep dive in RE had been useful and **Governors asked** if this could be replicated elsewhere. It was suggested that Link Governors could be better aligned to development areas within the SDP and that the DHT would suggest Link Governor roles in the new academic year.

8.4 Resources Committee

The Q1 Report had been presented to the Committee by the School Business Manager (SBM). The school would be required to present a plan to the LA to repay any loan within three years as a result of the deficit budget. The Chair noted that a Governor training session regarding applying for a licenced budget was to take place.

8.5 Premises and H&S visits had taken place in May. It was noted that the playground was not shaded and a solution for this was being looked at.

8.6 Funding Applications Sub-Committee

The school was in need of funds for a new AV system. The school had not been successful on lottery funding bid for £10k, and was unsuccessful in a bid to Tottenham Grammar Foundation. However, it was noted that the school had been approached by the Friends of Tetherdown which had offered to fund the full cost of the AV system (£20k). It was noted that the bid meetings were a learning process and that improvements were being made each time a bid round took place.

8.7 Looking ahead, it was noted that the SDP would be built with regard to what funding applications required. The school was also looking to build an alumni network. It was noted that due to GDPR regulations, those that had already left the school could not be contacted as they had not given permission for their data to be used in this way; this agreement could be reached with (the parents of) current Y6 pupils prior to them leaving school.

8.8 SBM Report

The SBM reported that there were currently 48-49 acceptances for Reception places for September. It was noted that many other local schools were also experiencing vacancies. A huge amount of work was now taking place to have the 12 places filled by September. The GB was mindful of the October census data which would feed the funding for the following year.

8.9 Governor training was to be reviewed in January 2024, and for staff in September 2023.

8.10 **Governors asked** about funding for Free School Meals (FSM) and were informed that the Mayor of London had agreed to fund Y3-6 pupils' lunchtime meal. The school was not expecting there to be a significant rise in the uptake of school meals as a result of the provision. The school had stated in a letter to parents that the funding would leave the school short and had asked for a voluntary contribution from families of £20 per term. All families that responded to the letter had said they would contribute.

9. **POLICIES FOR RATIFICATION**

9.1 The following policies:

Supporting Pupils with Medical Conditions policy (statutory);
Charging and Remissions policy;
Governors' allowances policy; and
Health & Safety policy were all **APPROVED**.

10. **HEALTH & SAFETY**

10.1 It was reported that a H&S visit took place in May, which looked at the play equipment, some of which was in a poor condition. The school had been advised to remove the play equipment in the sloping area as it was deemed unsafe. Some coping stones had lost their grout. Some of the timber window frames were showing signs of significant age. A new survey was to take place by the LA.

10.2 A significant amount of lighting in the main hall required changing to LED lighting, which would be energy saving. It was noted that the site visit had found many pieces of electrical equipment left on standby rather than being turned off at the wall, which would save on utility costs.

11. **GOVERNORS' TRAINING**

11.1 Governors were reminded to update their feedback forms.

12. **DATES OF FUTURE MEETINGS**

12.1 The 2023-24 dates were **APPROVED**.

13. **ANY OTHER BUSINESS**

13.1 The GB noted that it was KF's last meeting as she was standing down. The GB thanked her for her service to the GB and the school.

There being no further business, and no matters for Part 2, the meeting closed at 8:10pm.

Actions List

ITEM NO	ACTION	ASSIGNED TO	PROGRESS
3.1	Re-write 22 March 23 & 17 May 23 to allow them to be formally approved	Clerk	Complete
4.7	Add Succession Planning & Recruitment to Agenda for next GB meeting	Clerk	Complete
7.3	Benchmark pupil numbers against other schools	HT / SBM	

SIGNED:
DATE:

Gary Robson

12/3/24

CHAIR OF THE GOVERNING BODY

