

MINUTES OF THE MEETING OF THE GOVERNING BODY
HELD ONLINE WEDNESDAY 13TH JULY 2022 at 7.00PM

LA Governors (1) Vacancy	Staff Governor (1) *Fiona Moffatt 20.07.25	Parent Governors (4) *Mark Hilton 01.12.23 *Juliet Natali 22.10.24 *Andrea Ledward 22.10.24 *Kelly Flitterman 08.12.25
Co-opted Governors (4) ^Jane Garrard 29.01.24 *Carl Spitzer 29.09.24 *Gary Robson 18.09.23 (CHAIR) *Genevieve Hughes 19.11.23	Headteacher (1) *Tony Woodward Ex-officio Also Present *Helen Holloway (Senior Clerk HEP)	Associate Members *Annie Ashraf (DHT) 28.09.22 ^Michelle Moss (SBM) 28.09.22
*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 received from MM. JG was absent. 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

3.1 There is a vacancy for an LA governor. The Chair has written to Governance Services at HEP seeking nominations for potential LA governors. The Clerk advised the GB can nominate someone to serve as a LA governor, and the details of the nominee sent to Haringey to formally approve the appointment.

3.2 Michael Belle, Associate member has stepped down with immediate effect. AA, on behalf of the GB, thanked Michael for all his work.

3.3 Andrea Ledward, Parent Governor, has resigned with immediate effect. The Chair, on behalf of the GB, thanked Andrea for all her support. Parent governor elections will take place in the autumn term.

4. MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING

4.1 The GB **AGREED** the Part 1 GB minutes of the meeting held on 19th May 2022 as an accurate record. The minutes will be signed in due course by the Chair.

ACTION: CoG

MATTERS ARISING FROM GB MEETING HELD ON 19th MAY 2022

4.2	(Minute ref: 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 Complete
4.3	(Minute ref: 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.	Headteacher to feedback at next GB meeting Awaiting a response from HEP – ongoing.
4.4	(Minute ref: 5.2): A crib sheet in support of Governors Ofsted preparation, and the revised SEF was published on Teams last week for Governors. The CoG agreed to send an email to remind the governors where they can find the documents.	CoG Complete
4.5	(Minute ref: 9.3.1): The Minutes of the recent Fundraising sub-committee meeting to be shared with the Chairs of Committees to review in their individual committees.	Chair of Fundraising Committee Complete
4.6	(Minute ref: 10.1): The SBM and the Premises Manager have completed a Health and Safety walk around the school site and a written report will follow.	SBM / Premises Manager Awaiting report - ongoing.

5. CHAIR'S ITEMS

No items to report.

6. HEADTEACHER'S REPORT

The Headteacher's report was circulated to the GB ahead of the meeting. The highlights are:

6.1 KS2 results: The Headteacher informed the GB the results were good showing 18% above the national average in Reading, Maths, and SPAG. Writing in line with the results (78%) achieved in 2019. HEP will be compiling an autumn package with local school results. The Headteacher thanked and recognised the hard work of all the staff.

6.2 School Development Plan (SDP): The SDP was discussed in detail at the L&C Committee. In the last year the focus on the SDP has been term by term and this approach has been very successfully implemented and followed through. The DHT has managed humanities over the course of the year and provided input and guidance and support. There will be an approach towards connectivity across all areas of learning to support the children to learn and recall their knowledge.

It is likely the school will have an Ofsted inspection in the autumn term.

Areas of focus for next year SDP include:

- Arts: raising teacher subject skills and knowledge
- Developing Music
- Continue to improve standards in writing and increase the greater depth achievement in Maths.
- Develop the approach to quality assure to support subject leaders and listen to pupil voice.
- Impact analysis to improve pedagogy around the school.
- Walk thru's to support class teaching.
- Develop Forest School and outdoor learning strategy using green spaces around the school and local woodland areas.

6.3 SEN has been reviewed by Haringey local authority to ensure the school is providing for SEN children and the interventions in place are having an impact.

6.4 The draft SDP for 2022-2023 will be circulated to the GB in the autumn for approval.
ACTION: Clerk / agenda item

6.5 Home Learning (Homework): The school has received parental feedback on the effectiveness of home learning. The school is seeking ways to see how it can support parents in home learning so it also has an impact on learning in the classroom. It is possible the school will aim to provide clubs to support parents with home learning.

6.6 The school will continue to develop Behaviour and Attitudes. Recently, in summer term 2, the school had Manners Week which proved to be very positive.

6.7 The core leadership team are managing the quality of teaching in KS1 next year as there will be a new ECT from Sept 2022. New staff have also been appointed in Year2.

6.8 The school will continue to work with the caterers *Olive Dinning*.

6.9 The school is proposing to develop lunchtime activities run by an external provider to offer wider opportunities for pupils during the lunch time 12.00 to 1.30pm.

6.10 The playground development project will be a transparent project involving staff, governors, and stakeholder to provide inspiring playtime opportunities.

6.11 Funding Opportunities Group: This group has grown really well under the leadership of JN and the work of the group is linked to the school strategy plan. There will be a letter drafted to parents regarding the change in voluntary donations; it has been agreed to stop the building maintenance fund and the Friends of Tetherdown donations. In future any voluntary donations can be transferred by direct debit and parent sign up details will be simplified for easier process to make voluntary donations.

6.12 Sports Questionnaire / sports activities: Sports fixtures with local schools in the autumn term. Lee as part of his CPD, has offered to collaborate with other teachers in Haringey. Lee also looking at specialists providers of sports such as badminton, tennis to reintroduce back into school again. The SBM is liaising with the same specialist seeking a netball coach.

6.13 Music: It was reported there are 3 music specialists amongst the staff. There are staff volunteers to run a school choir commencing in September 2022. The choir plans to go out into the community

6.14 Parent questionnaire: As part of the parents questionnaire there was a question about interest in the offer for girls' sports. In response to the feedback, the school will be offering a gender balanced approach to sporting activities. Any activities will offer half the places to girls, and the other half to boys. Closing date for applications for autumn term are this week.

Question: If spaces allocated for girls are not taken up will they then be offered to boys. R: Yes, they will.

6.15 Safeguarding: There has been a big increase in the number of safeguarding issues recently in areas of mental health and wellbeing. Staff are very alert and keen to ensure the DSL is aware of any issues. The HT reported 9 cases are currently open of which 1 is section 47; 2 are section 17 (Child in Need); 1 is early help referral. The online reporting system is working very well.

6.16 Staff Leavers:

The following staffing changes were reported:

- Two TA's are leaving.
- 1 playwork leader is leaving due to relocation. This post will be replaced by the afterschool club.
- There is a job share part time for Year 6
- One member of kitchen staff has been deployed into another school.
- 1 ECT joining the school in September.
- Experienced teacher joining Year6
- A role to provide assistance to the Inclusion lead and SENDCo will be taken on by an internal member of staff.
- SEN – 1 tribunal planned for Sept 2022 and two mediation processes ongoing.

7. POLICY REVIEWS

7.1 The following policies were reviewed in Committee and **APPROVED** by the GB:

- Asthma Policy
- Children with health needs who cannot attend school policy
- Collective acts of worship policy
- EAL policy
- Intimate Care policy
- Code of Conduct
- School Visits Policy
- EYFS Policy

8. COMMITTEE REPORTS / LINK GOVERNOR REPORTS / SBM REPORT

8.1 Learning and Community Committee

MH reported. The Committee met in summer 2. The content of the committee meeting has been covered in the Headteacher's report – See item 6.

8.2 Resources Committee

GH reported. Headlines from recent Resources committee meeting

- Change to Charges and Remissions Policy – increase in fees.
- Update on the asset register
- Playground project and how to bring it to various committees
- SBM reviewing the capital governance projects.

8.3 Fundraising Sub-Committee

JN reported. The committee met and reviewed how best to support the music offer in the school and seek options for longer term funding.

8.4 SBM Report

There was no SBM report.

8.5 LINK GOVERNOR REPORTS

There were no link governor reports.

9. HEALTH AND SAFETY

9.1 GH reported. There are still continuous Health and Safety issues outside the school with Thames water.

9.2 It was reported Health and Safety issues identified with the proposed playground project works.

10. TRAINING

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

10.2 Summer term 2 training:

JN – attended Safeguarding Training at HEP

KF – attended New Governors Training at HEP

11. DATE OF FUTURE GB MEETINGS

11.1 The proposed dates of future GB meetings was circulated to the GB ahead of the meeting. There was one change of date noted for the spring term 2 – new date Wednesday 22nd March 2022.

See Appendix A with schedule of GB meeting dates for 2022-2023

12. ANY OTHER BUSINESS

No other items to report.

Clerk's Note: Part 1 meeting ended at 8.08pm
Part 2 follows

Signed Garry Robson.....
Chair of Governors

Date 21/10/22

APPENDIX A

Tetherdown Primary School Governing Body Meeting Dates 2022-23

Meeting	Date	Time
Autumn Term 1		
Full Governing Body	Wednesday 28 th September 2022	6:45pm
	L&C Meeting 20.9.22 (8:15am) Resources Meeting 14.10.22 (8:15am)	
Autumn Term 2		
Full Governing Body	Thursday 8 th December 2022	6:45pm
	L&C Meeting 8.11.22 (8:15am) Resources Meeting 18.11.22 (8:15am)	
Spring Term 1		
Full Governing Body	Tuesday 7 th February 2023	6:45pm
	L&C Meeting 10.1.23 (8:15am) Resources Meeting 13.1.23 (8:15am)	
Spring Term 2		
Full Governing Body	Wednesday 22 nd March 2023	6:45pm
	L&C Meeting 28.2.23 (8:15am) No Resources Meeting	
Summer Term 1		
Full Governing Body	Wednesday 17 th May 2023	6:45pm
	L&C Meeting 20.4.23 (8.15am) Resources Meeting 21.4.23 (8:15am) AND 28.4.23 (8:15am)	
Summer Term 2		
Full Governing Body	Wednesday 12 th July 2023	6.30pm
	L&C Meeting 13.6.23 (8:15am) Resources Meeting 7.7.23 (8:15am)	
Autumn Term 1 2022		
Full Governing Body	Wednesday 27 th September 2023	6:45pm
	Committee Meetings t.b.c.	

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Min. ref.	ACTION	BY WHOM
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4.6	(Minute ref: 10.1): The SBM and the Premises Manager have completed a Health and Safety walk around the school site and a written report will follow.	SBM / Premises Manager Awaiting report - ongoing.
6.4	The draft SDP for 2022-2023 will be circulated to the GB in the autumn for approval.	Clerk / agenda item