

**Minutes of the Meeting of the Governing Body of
Garden Suburb Infant and Junior Schools
Held on Tuesday 6 February 2024 via Teams**

MEMBERS

LA GOVERNOR (1)

*Evathia Elsiwidy

PARENT GOVERNORS (2)

*Luisa Pettigrew (Junior)

*Abigail Haye

HEADTEACHERS (2)

*Sarah Sands (Infant Headteacher)

*Eileen Bhavsar (Junior Headteacher)

STAFF GOVERNORS (1)

*Andrea Bailey

ASSOCIATE MEMBER

CO-OPTED GOVERNORS

(12: 2Teachers; 2Parents from each School)

*Anthony Shayle (Junior Parent)

*Adrian Hodgson

*Biljana Elia (Infant Teacher)

*Isabel Clarke (Junior Teacher)

*Tara Ward Ammoun

*Alexia Dobinson (Infant Support)

Caroline Olshewsky

*Greg Bookman

*Ian Phillips

Claire Calman

Vacancy x2

NON-VOTING OBSERVERS

*Lisa Berger (Junior DHT)

*Sarah Jowsey (Infant DHT)

24/1 **Welcome**

All Governors were welcomed to the meeting.

24/2 **Acceptance/non-acceptance of apologies for absence**

Apologies were received and accepted on behalf of Caroline Olshewsky.

24/3 **Declaration of Pecuniary Interests**

No Governor present declared a pecuniary interest in the business to be discussed. The IHT reminded Governors of her role on the board for BELS.

The JHT reminded Governors that she had sent out a reminder to complete their declarations on Governor Hub with instructions on how to do this. Governors would also need to confirm that they had read and understood the KCSIE document.

Action: All Governors

24/5 **Welcome newly Elected Infant Governor**

It was noted that the Infant Parent Governor election had closed on 4 December 2023. Following the election Abigail Hayes had been appointed as Parent Governor for the Infant School for a four-year term ending on 3 December 2027.

Governors welcomed her to the meeting and introduced themselves.

24/6 Co-option of Community Governor

Governors were reminded of the Governor nomination paper circulated from a new prospective Governor Claire Calman. It was noted that she had met with both HTs as well as the Co chair and had a strong record of volunteering in the community.

Following a show of hands, governors **APPOINTED** Claire Calman to the position of Co-Opted Governor for a four year period ending on 5 February 2028. She would be invited to the next meeting.

This left two community co-opted Governor vacancies.

24/7 Part I Minutes of the meeting held on 30 November 2023

Part I Minutes of the meeting held on 30 November 2023, were virtually **CONFIRMED** by the Chair, as a fair representation of the meeting, subject to the following correction:

Spelling of Ian Phillips

24/8 Matters Arising

Governors were asked to notify the Co-chair if they were still experiencing any problems with their logins.

The Governor mailing list would be updated.

Action: Co-chair

24/9 Strategic School Planning

Due to the business to be discussed, the meeting moved to a Part II discussion

Updates from the Junior School

The JHT provided a verbal update noting that a written report would be provided for the next meeting. She noted that there were a number of positive things happening around the School with parental engagement increasing. There had been an RSHE session which 80 parents attended where they shared the policy and resources. This was followed by consultation and a survey with parents.

There had also been a number of parental assemblies and workshops as well as the PTA annual meeting. The previous day, the children had an art exhibition which parents attended. The event received a lot of positive feedback with 50 children also performing musically.

There had also been a number of successful and enjoyable focus weeks.

Updates from the Infant School

The IHT provided a verbal update noting that a written report would be provided for the next meeting. She echoed the sentiments of the JHT noting that there was a very positive atmosphere in the School. They had taken part in a great maths week with the latest news on this uploaded onto the School website.

In terms of staffing there had been a few changes with two teachers on maternity leave. One of the teachers that had been appointed to cover had unfortunately had to leave on short notice. The teacher that had been recruited for Pink class agreed to start earlier and so was able to cover and a new teacher has since been recruited to fill the latter post.

24/10 **Policy ratification**

The RSHE policy would be shared for ratification at the next meeting.

24/11 **Committee meeting minutes**

It was noted that Committee minutes had been uploaded on to the drive.

24/12 **LA report** (<https://wwc.barnet.gov.uk/working-children-barnet/information-schools/school-governors/meetings-and-reports>)

Governors noted the report and its contents. Governors were directed to the document shared on the drive as the link had not yet been updated.

It was noted that there was a lot of information on finances included.

24/13 **Governor training**

Governors were reminded to report any training they had completed at each meeting. The co- chair agreed to share Governor Hub YouTube channel which was useful.

Action: Co-Chair

The Co chair noted that she had completed training on Governor Hub- managing files. The JHT had also attended this.

Luisa Pettigrew had attended the following training:
Data for Governors, November 29, 2023
What to expect from your chair of governors, November 29, 2023

24/14 **AOB**

There was no further business to be discussed.

24/15 **Future Meeting dates**

At 6pm
Thu 21 Mar - in person
Thu 16 May
Tues 25 June - in person

A Governor asked that the outlook calendar invites be updated to reflect the meeting locations moving forward.

24/16 **Committee meeting dates**

Committee meeting schedule:

Staffing – 27th March @9.30am & 19th June @ 9am

Curriculum – 15th March @ 9am – 11am & 18th June @ 9am – 11am

Pupils – 20th Feb @ 9am – 11am &

24th April @ 9am-11am

Comms – 27th Feb @ 9:30am-10:30am & 23rd April @ 9.30am

Envt, Audit & Resources – 30th April @ 2pm (Premises policies) & 14th May @ 9.30am (budget ratification)

Heads and chairs of Committees – 7th May @ 9.30am

All Governors were asked to subscribe to the calendar on Governor Hub as this made it easier to share meetings/events.

Action: All Governors

The meeting ended at 8.40pm