

GOVERNING BODY FOR GARDEN SUBURB INFANT AND JUNIOR SCHOOLS

MINUTES OF THE MEETING HELD AT THE JUNIOR SCHOOL

ON THURSDAY 10 MAY 2012

LA GOVERNORS

- * Mrs Mary Ogle
- Mr Clive Lewisohn
- Cllr Daniel Seal
- * Mrs Evelyn Thomas

STAFF GOVERNORS

- * Miss Natalie Kay (Infant Teacher)
- * Mrs Anna Tosi (Infant Support)
- * Miss Sarah Sands (Infant Headteacher)
- * Mrs Eileen Bhavsar (Junior Headteacher)
- * Miss Claire Burns (Junior Teacher)

PARENT GOVERNORS

- 3 Junior vacancies
- 1 Infant vacancy
- * Mrs Julia Sanitt (Infant, Chair)
- * Mr Sean Lockie (Infant)
- Mr Jonathan Jewell (Infant)

COMMUNITY GOVERNORS

- * Dr Katalin Barcza-McQueen
- Mrs Ruth Beedle
- Ms Sachika Yamawaki
- * Mrs Françoise Wagneur (Vice Chair)

*denotes member present

ASSOCIATE MEMBER

- * Mrs Kathryn Malik

NON-VOTING OBSERVERS

- * Mrs Liz Cormack (Infant DHT)
- * Mrs Lisa Berger (Junior DHT)

In Attendance

Ms Trevena Champion

Part I

12/39 **WELCOME**

All Governors, especially new LA Governor, Mrs Evelyn Thomas, were welcomed to the first meeting of the summer term. Introductions were made.

On behalf of the Governing Body, the Chair expressed warm thanks to those Governors who had recently come to the end of their term as Governors: Mike Page, Yasmin Iyyaz, and Hossein Jahankhani. The Chair added that a Governor farewell party was being organised for them on Thursday 5 July 2012, and all were invited.

12/40 **ACCEPTANCE/NON-ACCEPTANCE OF APOLOGIES FOR ABSENCE**

Apologies had been received from Clive Lewisohn, Ruth Beedle, and Sachika Yamawaki, and these were accepted by the Governing Body. No apologies had



been received from Jonathan Jewell or Cllr Seal, and they were recorded as absent without consent.

The Governing Body considered the attendance record of Cllr Seal, who had not attended since October 2011. It was agreed that, if his absence continued, his apologies would no longer be accepted.

(post-meeting note: apologies were sent by Cllr Seal on the evening of Friday 11th May, and received by the Clerk on Monday 14th May)

The Clerk said that she would write to Cllr Seal to inform him of this decision.

Action: Clerk

The Governing Body was informed that Rachel Silver had resigned shortly before the meeting, and this would be considered at the Governing Body Membership item below at 12/44.

12/41 **MINUTES**

The minutes of the meeting held on Monday 19 March 2012 were confirmed, initialled and signed.

12/42 **MATTERS ARISING**

12/23 New Dining Hall The Headteachers said that a tour would be arranged and a date circulated.

Action: both Headteachers

12/43 **DECLARATION OF BUSINESS INTEREST**

There was no declaration of any business interest in any item on the current agenda.

12/44 **GOVERNING BODY MEMBERSHIP**

Update on Parent Governor election: The election was currently taking place in both schools. The Clerk said that as another Junior Parent Governor vacancy had arisen during the course of the election, a notice of variation could be published, advertising three Junior Parent Governor vacancies.

Update on LA Governor membership: the Clerk said that the appointment of Evelyn Thomas had filled the outstanding vacancy. She added that Mary Ogle had been re-appointed from 1 May 2012 for a further four years.

Mary Ogle was thanked for her outstanding contribution to the Governing Body, and warmly congratulated by Governors on her re-appointment.



12/45 **REPORT OF THE INFANT HEADTEACHER, INCLUDING THE SCHOOL DEVELOPMENT PLAN (SDP)**

The report and the SDP had been circulated in advance, and a copy of the report was filed in the Minute Book. The Infant Headteacher gave an update and invited questions.

a) Curriculum

The Infant Headteacher said that support was being given to raise attainment in Maths, especially for the more able, and this would be included in the SDP.

b) New SEF and Ofsted Inspection

The updated Infant School SEF had been approved by the Learning Network Inspector. The Infant Headteacher had been informed by Ofsted that they had conducted a "paper-based" Ofsted inspection with a good result, so that Ofsted would not visit the Infant School before summer 2013.

c) Support Staff Training

Governors were informed that it was quite difficult to arrange time for support staff to attend training during school hours, as they were hourly-paid. It could be fitted in on Inset days. Currently one of the TAs was doing the "Every Child Counts" Maths training. On the previous Thursday, when the school had been used as a polling station, support staff had been given First-Aid training. The Infant Headteacher said that TAs did not all receive the same training; some would be trained for giving extra support in science, some in numeracy, others in phonics, for example.

d) After School Clubs

In response to a question, the Headteacher said that data on the numbers of children going to after-school clubs would be collated in due course. In September, it was planned that children would be able to join a new gymnastics club. The Infant Headteacher was thanked for her report.

12/46 **REPORT OF THE JUNIOR HEADTEACHER, INCLUDING THE SCHOOL DEVELOPMENT PLAN (SDP)**

The report and the SDP had been circulated in advance, and a copy of the report was filed in the Minute Book. The Junior Headteacher gave an update and invited questions.

a) Curriculum

The Junior Headteacher said that the MLE forum was being used by pupils in the curriculum and homework area, and parents were now also being given access to the appropriate areas. The Parents' Forum was being developed, and the Head Teacher added that it was good preparation for parents of Year 6 children, because much information was now given in this way at secondary school level. In reply to a question, the Head Teacher said that all groups of children, including the more able, were provided with appropriate challenge planned for them by teachers.

b) Staffing

Mr Anderson was congratulated on his engagement, and on his new post in Islington. There had been a good field of applicants for this vacancy, and Ms Jackie Goldman had been appointed.

c) MLE

A Governor asked if the new homework arrangements on MLE had cut down on teachers' workload. The Head Teacher replied that as the new scheme had only just been established, it was too early to make an evaluation.

e) Personnel

The Junior Head Teacher said that she wished to draw the attention of Governors to the fact that staff had received the first payslip to show the new deductions regarding the new arrangements for the Teachers' Pension Scheme. This had resulted in a reduction of 2% in disposable income and, overall, there had been a distinctly negative reaction among members of staff.

12/47 REPORT OF THE DIRECTOR OF CHILDREN'S SERVICE

The summer report had been circulated in advance and was now considered.

1. Meeting the growing demand for School Places

The item was noted. Both Headteachers said that they were aware of the situation.

2. Statutory Requirements for Services in Schools

The item was noted.

3. Schools' Financial Value Standard (SFVS)

The item was noted. The Chair said that she and the Vice Chair would shortly be attending the relevant training, which Sachika Yamawaki had already attended.

4. New Support and Customer Service Organisation

The update on the bidding process for outsourcing some of the LA's traded services was noted.

5. Extending the CAF referral route to include CAMHS tier 3

The further clarification of the arrangements for referrals to CAMHS was noted. The Junior Headteacher said that it was too early to say whether this was an improvement.

6. Changes to Governing Body Constitution regulations

The item was noted.

7. Ofsted Inspection of Safeguarding and Looked after Children (Barnet LA)

The item was noted.

8. London Mayor's Education Enquiry

The item was noted.



12/48 **SECONDARY SCHOOL TRANSFER: UPDATE**

Governors were informed that the application submitted by the group organising the Archer Free School had passed the first stage, and that the group had been invited to a meeting with the DFE. The group had asked the Junior Headteacher if they could attend the Junior School secondary transfer briefing, in order to make a presentation to parents. The Headteacher said that the briefing did not provide a forum for secondary schools to make a pitch, and it was agreed that this would not be appropriate.

Action: Junior Headteacher

12/49 **CENTENARY OF GARDEN SUBURB SCHOOLS**

Governors were informed that the plans were underway, and the local press had been briefed.

12/50 **GOVERNOR WALKABOUT DAY**

Two possible dates would be circulated by email for this event, and then one of these would be confirmed.

12/51 **GOVERNOR SUPPORT AND DEVELOPMENT**

In the spring term, the Chair, Vice Chair and Jonathan Jewell had attended the training for Ofsted preparation for Governing Bodies, and they had also attended the briefing for Chairs and Vice Chairs given by the Director of Children's Service.

New SEF The Vice Chair said that the new SEF contained a very useful document entitled "New Evaluation Schedule", which gave good guidance for the Governing Body' supporting role in the monitoring and supporting of teachers. It explained that lesson observation was the primary source of evidence. The Vice Chair added that a focus on "narrowing the gap" had replaced the emphasis on contextual value-added. Governing Bodies had to demonstrate that they had a vision of the future development of the school.

12/52 **ANY OTHER BUSINESS**

1. Farmers' Market proposal

Sean Lockie explained to Governors that he had had a firm proposal from a commercial organiser of farmers' markets, which would involve having a market on the school playground every weekend. A suitable area would be fenced off temporarily for the event. A discussion took place. Although initial interest was shown in the fee of £10,000 per annum, a number of disadvantages were raised: parking of delivery vans and visitors, access disturbance, noise, litter and rubbish, and clearing the site afterwards. The organisers were also looking at the possible use of the carparking area beside the Free Church. There were quite mixed feelings, but on balance the majority were against the idea, mostly on Health & Safety grounds.

2. Breakfast club

It was intended that this would be organised in the new dining hall. Pricing would be discussed by the Finance committee.

Attention: Finance c'tee

3. Junior Summer Fair

This would take place on Saturday 23 June, in the school playground. Ruth Beedle has volunteered to organise a plant stall, and Evelyn Thomas offered to distribute leaflets to the surrounding streets.

12/53 **DATES OF COMMITTEE MEETINGS**

These would take place as listed in the Governors' calendar.

12/54 **GOVERNING BODY MEETING DATES in 2012**

Summer (2) – Wednesday 27 June
Autumn (1) – Monday 24 September
Autumn (2) – Wednesday 21 November

All at 6.00pm

12/55 **MOTION OF CONFIDENTIALITY**

It was resolved that the meeting would move to Part II for the discussion of confidential items.

Dated - Wed. 27th June 2012
Signed : Chaw (JULIA SANITT)
6 J. Sanitt