

ELEANOR PALMER PRIMARY SCHOOL

Minutes of the Full Governing Body Meeting Held on 28 September 2016 at 6.00pm

Apologies received:

Rosie Thomson (at Y6 residential)

LB Camden

Boris Telyatnikov

Parent

Julia Hollis, Vice Chair

Kirsten Walton

Shanti Fricker

Vicky Starmer

Mark Peters

Staff

Kate Frood, Headteacher

Rosie Thomson

Co-opted

Jennifer Allan

Mark Pemberton

Tim Peake

Associate members

Fiona Crean

Also present:

Tania Voaden, Clerk

1.00 There were no declarations of interest.

2.00 Election of a new Chair of Governors

In previous meetings the incumbent Chair had encouraged existing governors to self-nominate for the role of Chair of Governors.

The only governor to have expressed an interest in the role in advance of the meeting was Jennifer Allan. The opportunity was given at this meeting for other Governors to step forward, but there were no further expressions of interest. The meeting was quorate and the process of nomination was completed with Vicky Starmer nominating Jennifer Allan, seconded by Mark Peters. Shanti Fricker nominated Julia Hollis as Vice Chair seconded by Mark Peters. The Governing Body confirmed Jennifer Allan as Chair and Julia Hollis as Vice Chair and agreed a term of office of one year.

3.00 Minutes of Previous Meeting held on 6 July 2016.

3.1 Corrections

Item 4.4 Correction to clarify that 93% of children 'reached expected levels' in the three SATs subjects assessed: reading, maths and SPAG. The 87% referred to in the following paragraph in the minutes as having 'reached expected levels' incorporates the teacher assessed results i.e. reading, maths, SPAG and also writing.

3.2 Actions

Item 4.5 Head to find out how scaled scores are passed onto secondary schools.

The Head confirmed that the scores were passed to all secondary schools and that she had talked to the leadership team at Acland Burghley who said that they receive the numbered result and also do their own CAT tests. It was understood that the SATs results were an 'on the day' score but that in her meeting with the Acland Burghley team there was agreement that the more finely tuned results in the new SATs tests were an improvement.

Item 4.8 Rollover reminder that governor engagement should be an agenda item in the January Governing Body meeting.

Item 5.1 Rollover action - to add school dinners to the PPC agenda.

4.0 HEAD'S REPORT – the document 'Head's Report 6 July 2016' was shared prior to the meeting. The SDP plan and now out of date 2013-16 Placemat were also shared.

4.1 The Head confirmed that the new children joining school had settled in well. She reported that many Year 5 and 6 children had started to visit open mornings and evenings at secondary schools in preparation for secondary applications.

[REDACTED]

4.2 The Head highlighted that with decreasing budgets the school will need to consider how it can financially justify so many part-time staff. This is being reviewed and discussed at length in committee.

4.3 In 2006 the school had opted out of the Camden Absence Fund based on good staff health and few maternities. With a significant number of maternities in the last few years the Resources Committee will look once again at the Camden offer for absence.

4.4 The Head stressed how much she was enjoying being part of the 'Getting Ahead London' project. As pupil numbers are increasing and a high percentage of heads in London are approaching retirement, there is a view that the shortage of London heads will reach crisis point. This project is run by Challenge Partners and PWC and trains 20 existing London heads to become coaches for potential future heads. The Head said that it was a commitment of workload which included individuals shadowing her and working in the evenings, but that the training was well run with a strong involvement from Challenge Partners. The proof of success of this pan-London project will be how many of the 60 trainees become heads.

4.5 Camden is initiating annual meetings with its Heads and Chairs of Governors. Papers would be shared in advance and the school had been allocated to meet with Jean Lang, Head of School Improvement.

4.6

[REDACTED]

[REDACTED]

Julia Hollis asked how this impacted on the class teacher. The Head said that the placement was only on Friday mornings when she taught in class and thus far the experience had been a positive one.

Mark Peters challenged if this was deemed a success would there be further placements and the Head responded that the school retained control, there would be no increase in days without consent and that the school could report back and withdraw the placement if it felt that this was necessary.

4.6 Nursery Funding.

The Head highlighted the Government initiative on Nursery funding from her report. In this plan the only children that will be entitled to a free full time place in Nursery will be those with parents who both work at least 16 hours a week (or the sole parent in single parent family) and with neither parent earning more than £100,000. Camden predict that 850 children across the borough will meet these criteria.

In order to cover the cost of running the school Nursery it has been calculated that there needs to be income from 13 children. The Government will continue to provide 15 hours funding for all children, so FSM children would be entitled to 5 funded half days. There is therefore a business model that works on having 15 children in the morning and 15 children in the afternoon. The Head is concerned that whilst this may work financially, there would be additional workload for staff in maintaining all Early Years records and observations, that it would create a social divide and that it doesn't work pedagogically.

The Government proposals raise many questions, for example around how income checks are made and what happens when there are changes in earnings. Sarah Ewins and the Head are working with Camden to model options with the goal being that the school continues to offer a full-time Nursery and represent the local community.

4.7 Premises

The Head spoke positively about the solar panels and how they are contributing not only as a power source, but as a great science resource!

The Science Lab progression remains slow and no positive news to report.

The Head said that Sarah Ewins had negotiated with Camden to finance the new fire alarm which had been a large financial saving to the school.

5.00 Special Item - School Development Plan

The Head opened a discussion on reviewing the Development Plan and Placemat. The current Placemat summarises the school's vision 2013-2016 and the Head asked Governors to consider if the visions had changed and whether the headlines of the Development Plan remained the same. Both documents required reviewing to update, to ensure that they were relevant and to remove anything now obsolete.

There was extensive discussion on all statements. Discussions included:

- The Placemat should be reviewed every September. There was discussion around making it more 'present' throughout the year.
- The Head stressed that the Placemat should define how the school and Governing Body operate.
- Governors discussed whether the Placemat should be shared with parents.
- Reviewing the core vision in the centre of the Placemat; there was discussion as to whether high attainment should be made more explicit or whether the focus is about creating a love of learning. Governors commented that loving learning should enable children to do the best they can and agreed that the core goal should reference attainment more overtly.

- Governors discussed how the Placemat was laid out and whether it should align in its quarters to committees. The Chair stated that the individual statements were more important than clearly dividing the map into committee responsibilities.
- There was some discussion around how the vision is delivered and how the Development Plan supports the vision. Governors discussed that the Placemat shapes the school goals, with the Development Plan working as the more refined 'to do list' to achieve the goals. The Head said that the Development Plans do not stand alone but have many plans sitting behind them that are discussed and reviewed at committee.
- There was a general view that the ideas around 'growth mindset' and 'closing the gap' were now much more relevant and should be reflected in the goals.
- It was agreed to make statements more overt by the removal of 'to continue to' preceding a statement and to remove references to 'remaining' as this presents as complacent.
- Mark Peters said that some of the success criteria were clearly measurable, but some needed further refinement.
- Governors decided to remove the statement about 'Governors communicating better with parents'. It was felt that this statement was too specific and that the role of governors should be challenging and supporting the school so that all of the Placemat goals are achieved.
- The top left of the Placemat focus is broadly curriculum. Governors discussed the use of 'child centred' as possibly dated language and whether the reference to using data should be more explicit. There was a general consensus that this corner of the mat should remain unchanged with minor tweaks on language.
- The Head was keen to include reference to resilience and 'having a go' with the Placemat.
- Tim Peake suggested that school enabled children to express themselves and find solutions. He thought that the core goal should be around inspiring a love of learning and a confidence to succeed.
- Shanti Fricker said that the core message should not just be about learning and high standards, but about a broader enrichment and what children take with them to secondary and beyond.
- Kirsten Walton said school is not about surviving but thriving, not about reaching standards but about reaching potential.
- Mark Pemberton suggested that there should be reference to creativity included within the mat.
- In reference to the bottom right of the Placemat the Head stressed that it remained very important that senior leaders were strongly connected to the classroom.
- The Placemat should be updated to include working within the Camden Schools Led Partnership (CSLP)

ACTION The Head will amend the Placemat and present at the next meeting. To be action item on the next Governing Body meeting agenda.

6.00 Curriculum Committee Report

Minutes dated 7 September 2016 were shared in advance of the meeting.

Boris Telyatnikov updated Governors on the new SDP discussed at committee:

- Renewing focus on Challenging the Gap.
- Focussing on achievement in Year 2 with the aim of raising the number of children achieving expected levels in 2017 following the KS1 results this year.
- Continuing focus on assessment and levels and the development of the schools own KPI.
- A focus on science especially in light of the development of the Science Lab.

7.00 Staffing Committee Report

Staffing Minutes dated 15 September 2016 were circulated in advance of the meeting.

7.1 Julia Hollis highlighted that a new governor needed to be appointed to committee to replace Alice Barling Gasson.

7.2 She informed Governors of plans for monitoring standards of teaching. All class teachers would go into class for the Triad Model of observation and then meet with Rosie Thomson who will feed back learnings to the committee. The Senior Leadership Team (SLT) would also be going into a class to look at teaching standards using the Immersion Week model.

7.3 School Improvement Partner (SIP) Marion Hunter had held 1:1 meetings with support staff in a programme of development. The Chair stressed that support staff CPD was important.

7.4 Julia Hollis said together with Kirsten Walton she would meet with NQTs at the start and end of year.

8.00 PPC COMMITTEE REPORT

Minutes dated 14 September 2016 were shared in advance of the meeting.

8.1 As detailed in committee minutes Vicky Starmer stated that whilst the PPC has achieved high levels of parent engagement through establishing the CBC night, they would continue to work to broaden the engagement groups and hoped that the planning towards the International Summer Fair would support this goal.

8.2 The committee are building upon successful meetings with SEN children's parents and Looked After Children's (LAC) parents last year. There was a real opportunity to engage at the Foundation Stage party.

8.0 RESOURCES COMMITTEE REPORT

The Committee minutes dated 16 September 2016 were shared in advance of the meeting.

8.1 As discussed previously Tim Peake said that the Science Lab building was delayed. The architects were ambitious and this makes the planning and costing of the build more difficult. He reminded Governors that the building when complete will be unique and funded by Camden.

8.2 Tim Peake reminded Governors that funding was under pressure and that Teaching School was a strong income source. With the planned Nursery changes the school was keen to stick with the current model and the committee were modelling ahead to make this sustainable.

9.00 AOB

9.1 There was discussion around the need for a new governor and the skills required. The Chair asked for any suggestions of candidates to be sent to her.

- **ACTION** Register governor vacancy on SGOSS (School Governors One-Stop Shop).
Tania. **Done**

9.2 Terms of Reference were approved.

The meeting ended at 8.00 pm.