

Minutes of the Governing Body meeting held at Coldfall Primary School

Thursday 9 February 2017

LA Governors Laura Butterfield (Chair)	Parent Governors Josie Dobrin Ted Lowery (not present) Annette Thurgood Naomi Franklin Andrew Pearson Richard Spitz	Co-opted Governors Monte Jacobson (Vice-Chair) Laura Berman (LXB) Fay Jackson Philippa Brewin (not present) Amanda Sklar Dan Walker
Head Teacher Governor Evelyn Davies	Others present Ewan Marshall	Clerk Jane Robertson
Staff Governor Will Desborough (not present)		

Part 1

1 Introduction of new parent governors

Naomi Franklin, Richard Spitz and Andrew Pearson were welcomed to the governing body.

2 Apologies for absence

Apologies were received and accepted from Will Desborough, Philippa Brewin and Ted Lowery.

3 Minutes of the meeting held on 8 December 2016

The minutes were agreed as a true and accurate record of the meeting.

Matters arising – most schools in the borough are in favour of reserving a small number of school places in Reception for children of staff in order to aid recruitment and retention. This is being considered by the LA but if implemented, it will not be until 2019-20.

4 Register of interests

The register was completed for the governing body. There was no specific interest declared in the agenda.

5 Head Teacher's report

ED presented a verbal report under the headings of the SDP. (School Development Plan).

SMSC

This term's 3 values are Love, Fun and Friendship.

Approximately 600 SNUG packs were collected and delivered to Calais. The project had really captured the children's imaginations.

Red Nose Day is 24 March. Children can dress up and buy Red Noses in school.

A party of 3 visitors is coming from Sweden to look at Coldfall's Values Education. Emma Coleman will host.

Zoe Stevens is leading on P4C (Philosophy for Children) in Year 3.

Kate Vetch is leading on Artsmark work. Last term's Year 5 opera project was part of this. Kate is planning further activities for other year groups.

Assessment and Data

EM said there are significant changes to testing and SATs. Coldfall has acquired the Pupil Asset assessment package which facilitates tracking and targeting. Teachers are using the data to prepare for PPR (Pupil Progress Reviews). Targets are submitted to the LA. EM is rewriting the Assessment Policy for the staff, including new procedures and timetable.

Maths

The main focus of the SDP this year is the new Singapore maths approach, whole class teaching and embedding basic skills. 3 staff training days have been held on this so far with a further one planned. The SLT has just finished interviewing a cross section of children about the new approach. Lack of fluency is holding some children back. Children actually enjoy maths more when it's more difficult. The publisher of Inspire Maths (OUP) has asked if Coldfall would become an 'Inspire Leader' but it was judged too soon.

Staff are being video observed teaching maths this term. Videos are viewed in teams and teachers encouraged to reflect on their practice. A video library will be established.

English

The focus is on writing standards. School uses core texts and teachers are concentrating on spelling and whole class reading (3 times a week). Tom Hassan and Lorraine King have visited a school in Hackney where the Destination Reader scheme is used with children in KS2. Coldfall will adopt a similar approach and TH and LK will provide training for staff.

Coldfall's NLC (Network Learning Community*) is focussing on spelling. Coldfall will hold a Spelling Bee on 9 March. The over-emphasis on phonics in recent years has had a detrimental effect on children's spelling as some children try to spell all words phonetically. A combination of approaches works best.

Teaching School

In this role, Coldfall provides support and training for other schools.

Coldfall administers and oversees ITT (Initial Teacher Training) for 12 schools. There are currently 30 graduates training, of whom 7 are at Coldfall. Mentor training for other schools is also provided. These trainees generally do well. A trainee has transferred from Tetherdown Primary this year. Coldfall rarely recruits teachers from outside. Trainees at Coldfall spend a year as a TA before applying to the School Direct programme. There are School Direct salaried and School Direct unsalaried positions, dependent upon how long the trainee has been out of full time education.

ED and TH are currently providing support for a school in Woking and another in Cockfosters. ED undertook a review day at Risley Primary. These activities bring income for Coldfall. ED has turned down opportunities to work with schools further away.

Coldfall's Middle Leadership training is very popular but other training has been undersubscribed. A review of marketing is required.

ED and EM are attending 'Going 4 Great': a programme for outstanding schools. They are writing an article on the impact of staff CPD.

As part of the NLC, Coldfall will participate in the Schools Partnership Programme. The programme develops a culture of partnership working through school self-evaluation, peer review and school-to-school support. The NLC budget will fund this. Initially the HT and one other Senior Leader will train, then the training will be rolled out more widely.

*(*Coldfall's NLC comprises: Coldfall, Tetherdown, Rhodes Avenue, Highgate, Hollickwood, Eden, Muswell Hill, St Martin of Porres, St James, St Michael's N6, Our Lady of Muswell plus the wider group includes Blanche Nevile, Fortismere and Alexandra Park).*

6 Coldfall's Nursery Provision

An internal ad has gone out for a nursery leader who will be a qualified teacher. Staff were very positive when introduced to the outline of the new provision. The offer was explained to governors. Nursery will be open from 8am until 6pm, term time only. Take up will be under constant review. This offer will initially be in place for one year and must break even.

7 Reports of committees

Finance and Site

The minutes of the previous committee meeting were distributed at the meeting.

AT and LE offered to spend some time with the new governors explaining the budget. It was agreed that the next finance meeting on 16 March should be extended to allow detailed examination of the budget.

There has been a review of catering expenditure. The situation has improved somewhat but the budget is still in deficit. The cost of food has increased. School's income from Haringey does not cover the costs of free school meals (provided to all children in Reception and Years 1 and 2, as well as children from families on lower incomes).

Health and Safety

The minutes of the termly meeting had been distributed to governors.

There are ongoing problems with the Everington Road gate.

Teaching and Learning

Minutes of the previous committee meeting had been distributed. JD said it had been a very interesting meeting with open and honest contributions from the black members of staff who had been invited to contribute their insight into the possible reasons for the gap in the attainment and progress between BME pupils and others. JD suggested the creation of a working group to take the issue forward. AS said that current staff would be happy to contribute. EM will collate data collected during PPRs.

A discussion followed including the following:

- Approaching selected parents directly and asking for participation in events, visiting school, standing as governors;
- Bringing in ex pupils as role models;
- Choosing books, visitors, events especially to advance this cause;
- Advertising vacancies in specifically targeted outlets.
- EM said one of the next important steps, having talked to the staff, was to talk to the children.

8 Election of Science and Technology governor

Andrew Pearson agreed to be S&T governor. John Morrissey is the staff link.

9 Ratification of the Medical Needs Policy

The policy was ratified by the governing body as it had been approved by the LA Health and Safety lead officer, although LXB requested that it be minuted that she did not think the policy adhered to all current requirements.

10 Safeguarding

A Safer Internet Day had been held. The School Network Technician led an assembly.

The Single Central Record has been signed off. DBS checks have been carried out for the new governors and renewed where necessary for other governors.

11 Pupil Premium

Karen Robinson, Alex Sapirstein (Learning Mentor) and Rita Bartlett are developing a more robust approach to tracking the known correlation between disadvantage and attendance. 14 of the 53 Pupil Premium children have attendance below 90%. This data has been discussed with teachers at PPR meetings and will be available for discussion with parents at Parents' Evening. Strategies such as texting parents when children have 100% attendance were discussed.

12 AOB

New governors had attended Haringey's induction training and found it very comprehensive and enlightening.

Naomi Franklin and Richard Spitz will be on the Teaching, Learning and Assessment Committee. Andrew Pearson will join Finance and Site.

AT reported that the Friends of Coldfall had raised £7,000 at the Christmas Fair and through the sale of Christmas trees. Summer Fair this year will take the form of a 'movie night' and be held on 16 June. A new group of parents have offered their services.