



Coldfall Primary School Governing Body Meeting

Minutes of meeting held in the Training Room
Wednesday 14th July 2021 commencing 18.30 pm

Head Teacher Governor (1)	Staff Governor (1)	Local Authority Governor (1)
Ewan Marshall (EM)	Mitchell Browning (MB)	Laura Butterfield (LB)
Co-opted Governors (6)	Parent Governors (3)	
Fay Jackson (FY) (31/03/2022)	Richard Spitz (RS)	
Ted Lowery (TL) Chair	Douglas Blackwood (DB)	
Annette Thurgood (AT) Vice-Chair	Lindsay Dearden (LD)	
Dan Walker (DW)	Also Present	
Helen De-Silva (HDS) + Thomas Amoako (TA)	Helen Boundy - HEP Governance Officer (acting clerk dialling in)	
+denotes approved absence *denotes absence		

Part 1

1. Welcome/Introductions

- 1.1 TL welcomed all governors and attendees to the meeting.
- 1.2 TL took the opportunity to offer much thanks and tokens of the appreciation to the Governors who were leaving Thomas, Fay, Dan and Laura. Thanked them for their commitment and work they have shown to the school.

2. Apologies for absence and lateness

Apologies received from HDS.

3. Declaration of interests, pecuniary or otherwise in respect of items on the agenda

There were no new declarations made for items on the agenda.

4. Confirm accuracy of Part 1 minutes from the previous meeting held on 27.05.21

- 4.1 The GB approved the minutes of the last meeting on 27 May 2021, subject to one amendment to clarify on page 4 paragraph 11.1 that it was two governors, not all governors, who attended the SEND briefing in March.

5. Report of the Chair

TL thanked the staff on behalf of the governors for their work and dedication through this challenging year including last summer when staff came in for summer catch up classes.

Reported that he recently attended his first meeting of the West Haringey Chairs' meeting, which was very useful. Issues discussed included:

- Increase number of EHCP applications a direct response to Covid/lockdown
- More movement of children within schools.
- Issue of fall in rolls across the borough
- One issue that has arisen in another school was the request for a child to be home schooled on a part-time basis. This is a difficult situation and raises issues as a school still had responsibility for the child's education.

TL noted that the repairs need to be made to the roof and to the boiler.

The governing body needs to recruit new governors.

A new KSCIE document has been released and will be effective from September 2021: TL recommended that if governors had time they could review this document.

6. Report of the Head Teacher – including SLT/YTL reports

6.1 The GB noted that the report has been circulated ahead of the meeting and the following highlights were noted:

- Health and Safety. The recent Covid guidance from the DfE is considerably shorter now - only 15 pages. The main points are that there will no longer be bubbles, schools are no longer expected to do contact tracing and measures of control are significantly scaled down.
- Remote education has to be ready and there may be localised lockdowns in future. As far as the school is concerned, we shall continue as we are until the end of term, with staggered start/finish times, children will still be in their bubbles. The only real difference is that Year 6 will complete their leavers' show. It is the last thing that we can offer the children before they leave the school. Parents have the option to come.
- More significant questions are around how the situation will be in September. At the recent NLC meeting consensus was no one will continue with bubbles though most are continuing with staggered start/finish times. Everyone is aware that the situation could rapidly change. Planning to be fully open in September but also have plans in place to continue as we are. The school will tell families to be ready for plans to change.
- Well-being: a recent conversation with the Educational psychologist discussed the rise in EHCP applications and the rise in anxiety of both children and their parents. A small number of children are still not attending school due to anxiety. The school's capacity to meet their needs is limited and we need to do better if we can. Children's anxiety is becoming more prevalent and staff are concerned about it.
- EM noted that tangible data is needed, but it is clear that some year groups need more support like Yr3.
- BAME – The new DHT will focus on this area. 60% of behaviour issues are linked to BAME children: we need to drill down why this is the case and for it to be at the centre of our thinking.
- SDP - Long and short version has been shared with governors. HT outlined details of the new curriculum that is to be implemented. The International Primary curriculum fits what we want to deliver. Teachers can now clearly see what has happened before and what happens next in a subject area. It is in line with Ofsted expectations and provides teachers with the resources to better interpret and connect learning. School will not be using the HEP curriculum, as we feel it is more of a secondary curriculum than primary and it is not yet completed. Governors raised questions on the application of the new curriculum:
 - When will this curriculum start?
EM: September 2021, we are not going to overcomplicate it, see how it works and then modify if necessary as we go along.
 - What training has been done with staff for this new curriculum?
 - EM: They do not need additional training. It is a very logical curriculum, which provides linkage. Shows what good geography looks like etc. There are practical resources on the website and the interface. In time we will look at how we link it to English, how our core texts will fit with it. Staff are very positive about it and it is a good time to introduce it and embed it.
 - Is it a new Curriculum?
EM: No it has been around for a long time and is Ofsted compliant. We have spoken to other schools that have used it.

6.2 There was some discussion of the subject lead and YTL annual reports. Governors requested in future could all such reports be presented in a standard format.

Action: Subject leads to provide future reports on a standard template.

- 6.3** TL thanked the Headteacher for the update. EM thanked the governors for the support they have given the school this year and to the teachers who have shown utter commitment and love for the children. We are very lucky to have the staff that we have and noted that some children have found the disruption to their learning very difficult to manage.

7. Reports of Committees

7.1 Teaching and Learning.

The Chair of Committee (RS) presented highlights from meeting held on the 9 June 2021 though most items have been covered in the Headteacher's report the following was noted:

- Some year groups are doing well, though others are struggling, notably Year 3.
- Have been some teething issues with the national tutoring programme; it is going well though the absence of data from it is an issue. DW asked who are the tutors? HT replied that they are private tutors; one is former parent who has qualified as a teacher. Another is a SEND specialist. Governors noted their concern regarding the impact of being with the tutor will have on the children. Is it helping them by taking them away from learning with their class to sit with a stranger?
- New ECT is starting in September, will look at an early career framework for them how to provide a consistent approach to supporting them and build their skills, knowledge and understanding.

7.2 Finance and Site, Health and Safety.

The Chair of Committee (TL) presented highlights and the following was noted:

- The minutes from the meeting held on the 17 June 2021 have been circulated with the papers for this meeting.
- Budget figures do not mean very much at this point so early in the financial year. There is currently a modest surplus forecast.
- LD has the accounts for the Trust in hand and this is progressing.
- It was decided that revision of charges for the breakfast club and afterschool club will be reviewed later in the year with the accurate figures to enable full consideration to be made. The school SBM will prepare these.
- The new boilers have no timer or thermostat on them, which is not an issue at the moment but will become one in the winter. LBH will send an engineer to look at this.
- Roof over the kitchen serving area and Block 3. Together with the School's SBM and site manager TL met with LBH's project manager on 9.6.21. The project manager made positive promises regarding getting the tender for this project started. Two tenders have been submitted but we have not heard back from LBH. The school's SBM has been chasing. The lead-time is short, as the work must be completed by 31.08.21. We will continue to chase the LA. Any works done will not block the entrance and affect the summer clubs.
- After the heavy rain on Monday meant the roof leaked more and the wall was sopping wet.
- The barriers for parking places in Everington Road were recently removed by the residents but the school moved them back again.

8. Equalities

There was nothing to report regarding this item.

9. New Admissions

Current figures show the school is mostly full. However, the nursery is an area for concern, there is less demand. There is more competition locally for example the new nursery at the top of Tetherdown which offers all year round care.

There appears to be less demand for after school clubs and the income from this source is important. Some parents are certainly feeling less secure and cutting back on these extras.

There is more movement of children people moving/relocating. HT noted he is concerned about this trend. School have not been given any waiting list figures, which gives an insight into how the school is doing.

Action: EM to chase the waiting list figures.

10. SDP for 2021-2022

This item has been fully covered in the HT's report and documents were shared with the governors.

11. Governor Training

Governors enquired whether the training from HEP is available as a recording.

Action: FJ will enquire with HEP and respond.

12. Any Other Business (AOB)

12.1 EM informed governors that Gemma Colquhoun is to be the NLC English lead will be leading across the Borough, supporting schools with a consistent approach and developing the network. She received very positive feedback and the school has supported her application.

The school is part of the N/E London teaching school hub part of a large government initiative working with Haringey, Redbridge and Waltham Forest. They may do Middle leadership or subject specific training and we will be able to get ECTs through the hub.

Signed.....Date

CHAIR

List of agreed Actions – July 2021

Item	Action	By whom
6.2	Subject leads to provide future reports on a standard template.	EM
9	Headteacher to chase the waiting list figures	EM
11	Check with HEP if their online trainings are available as recordings	FJ