

LONDON BOROUGH OF NEWHAM GOVERNING BOARD OF GODWIN JUNIOR SCHOOL

Minutes of the meeting held on Wednesday 9 March 2022 at 5.15pm at the school

Present:	Jihan Bazan (JB)	Parent Governor
	Hillary Briffa (HB)	Co-opted Governor
	Persephone Henderson (PH)	Co-opted Governor
	Kam Hudson (KH)	Co-opted Governor (chair)
	Sarah Raine (SR)	Co-opted Governor
	Jacqueline Thompson (JT)	Co-opted Governor
	Ryan Wise (RW)	Co-opted Governor
	Rushika Dheir	Co-opted Governor
	Sine Brown (HT)	Headteacher
	Elizabeth Smith (ES)	Staff Governor
	Adam Whiley (AW)	Associate Member

In attendance: Eldon Chudley (EC) Clerk

Questions are in italics

Part A – Non confidential

512. Welcome and apologies for absence

Governors were welcomed to the meeting and welcomed Elizabeth Smith (ES) as the new staff governor and Eldon Chudley (EC) as clerk.

Apologies for absence were received and condoned from Amy Gaunt.

Confirmations/ Declarations of interest

There were no declarations of interest.

Keeping Children Safe in Education (KCSIE)

Action:

Chair would chase one outstanding confirmation regarding KCSIE completion.

Membership

a) Appointment/resignations

Governors noted that ES was appointed as staff governor, term of office ending on 27 February 2026.

Governors noted the resignation of Asha Patel (AP).

HT would make the necessary arrangements for the election of parent governor - expression of interest to be communicated before the Easter break (potentially 25th March) .

513. Election of Chair and Vice Chair

A self-nomination was received from Kam Hudson as chair and set out on the agenda.

Kam Hudson left the meeting for this item and the clerk chaired the item.

The meeting **AGREED** that Kam Hudson be chair with immediate effect.

Kam Hudson returned to the meeting and chaired the meeting.

A self-nomination was received from Hillary Briffa as vice-chair and set out on the agenda.

Hillary Briffa left the meeting for this item.

The meeting **AGREED** that Hillary Briffa be chair with immediate effect.

Hillary Briffa returned to the meeting.

514. Minutes of last Governing Board meeting

The minutes of the meeting of Wednesday 20 October 2021 were **AGREED** as an accurate record of the meeting and would be signed by the chair.

The Action Log was reviewed and updated.

Action:

KH to set up a folder for governor questions in advance of meetings going forward.

515. Governing Board Committees

a) Agree Committee Membership and Terms of Reference

Committee membership and terms of reference were **AGREED**.

b) Review minutes of the Resource Committee meeting held on 23 February 2022

It was noted that the minutes had been recently received in draft form and a verbal report was provided by RD regarding discussions that had taken place which included: budget monitoring, review of grants, benchmarking, expenditure and the compliance calendar.

c) Review minutes of Quality of Education Committee held on 28 February 2022

It was noted that the minutes had been recently received in draft form and a verbal report was provided by HB regarding discussions that had taken place that included: data including targets, attendance patterns in relation to children and staff in relation to Covid-19, pupil questionnaire and parent/carer questionnaire, SDP and agreed the Positive Behaviour policy and the Anti-Bullying policy.

Had the outcomes of the parent/carer survey been shared with parents yet? These would shortly be circulated. HT would flag up in the newsletter regarding anti bullying

with parents/carers. It was noted that the next parent/carer survey would allow for comments to be made in the survey.

Action:

HB would circulate the Education Committee minutes of the 28 February 2022.

d) Summary of People Update

SR reported that the People Committee had met twice last term and a raft of policy documents had been reviewed and agreed including staff appraisal. The Equalities and Information policy was currently being worked on by the school. A staff wellbeing survey had been completed.

Were the results of the staff survey available? These were available which Kirkland Rowland had conducted via Newham Learning.

Why were two staff surveys conducted? This was because one being conducted for>NNLP schools and the other Kirkland Rowland.

Action:

SR and HT would meet to follow up the staff survey.

The meeting adjourned for a break at 6.10pm and the meeting commenced again at 6.16pm.

516. Newham North Learning Partnership – way forward

The meeting received the Memorandum of Understanding for Newham North Learning Partnership (enclosure D).

Governors noted the visions and values, principles, conditions of membership, partnership operational arrangements and the benefits that>NNLP provided the school.

HT outlined that in a soft federation, each school kept their own governing board and noted that Godwin Junior was one of the schools which was the founding member schools of the partnership. A hard federation/trust would consist of one trust board and a chief executive officer whose salary would be an additional cost.

The meeting noted that>NNLP worked well together, for example in writing to share good practice across schools. Prior to Covid-19, a conference was held in September 2019 whereby staff could improve practice and share across schools.

How much did>NNLP cost? Schools contributed £5 per pupil.

What reporting was provided regarding>NNLP? KH attended a termly meeting.

Action:

KH to share>NNLP minutes with governors going forward.

The meeting noted that a government white paper was awaited which would outline details in relation to the future of academisation. It was noted that the soft federation of>NNLP and working with organisations such as Whole Education had worked well for the school.

It was **AGREED** that the school would continue with the current soft federation arrangements and depending on the content of the white paper in relation to future

academisation may look to form a possible MAT with NNLP schools rather than join a pre-existing MAT.

517. Pupil Roll and Capping

This item was minuted as a confidential item.

518. Headteacher's report

The meeting had received the headteacher's report – March 2022 in advance of the meeting and the following questions were asked:

Was it correct that Year 6 had double the number of boys to girls in the year? There were double the number of boys in Year 6 and Year 3 also had a high number of boys in the year group.

HT raised concern regarding the unacceptable waiting times for EHCPs that took two and a half years which was unhelpful to children and families. In the meantime, the school had to fund TAs to support children with SEN who received no funding.

What could governors do to help the school regarding the unacceptable timescales to obtain an EHCP? It would be useful if this delay was raised to LB Newham.

Action:

KH to raise at next JSC meeting the unacceptable delays for the completion of EHCPs.

What was the position regarding staffing vacancies in the school? There were 2 TA vacancies and it was reported that it had been difficult to recruit quality staff to these posts.

Would adverts be targeted to graduates for TA positions? In the past the school had done this and the vacant TA posts would be re-advertised.

Had staff absence improved? It was noted that Covid-19 was still impacting on staff absence and it was difficult to get supply staff.

What was the impact of Covid-19 on SEND assessments of children? Covid-19 had a large impact on prior assessments of children starting the school and some had received no assessments as professionals had not been able to visit children during the pandemic.

The meeting noted that Year 3 data had been re-assessed in the February half term and reading, writing and maths was up significantly.

Was Year 3 data shared with KS1? In normal years, age related was in line. Data was not shared as KS1 data did not match the KS2 curriculum and Covid-19 had impacted on Infant school progress.

Prior to Covid-19, staff had visited other schools, would this commence again? As Covid-19 decreased this would allow for staff to visit other schools, though this was unlikely to happen until September 2022.

The meeting noted the subject leaders' reports to governors.

Action:

1. HT to bullet point future subject leader reports to governors.
2. HT to share SIP Report to governors.

It was noted that the school managed the behaviour of children well.

How could behaviour in the school further improve? Supervision at lunchtime from Mid-day Assistants needed to be pre-emptive and more training was required to achieve this.

It was reported that KH had examined the Single Central Record and no issues were reported.

What was happening regarding the Covid risk assessment? The Covid risk assessment was still in place and many Covid practices were still in place, for example, limiting the number of staff using the staff room at any one time.

519. Governing Board School Visit (30 March 2022)

a) What to expect/What we'd like to get out of the visit.

It was noted that a governing board visit was planned for the 30 March 2022 and that it was an important year as the governing board was meeting again in person and that an Ofsted Inspection was due and governors should be ready for this to take place.

b) Governing Board Strategy Session – Are we Ofsted ready, Revisit of Vision and Values and Governing Board Effectiveness

The meeting discussed the possibility of liaising with another school who had recently been inspected by Ofsted, to understand the Ofsted process more and have a greater understanding of how the Ofsted visit would take place.

Governors discussed possible dates for a strategy session as the 28 April 2022, 4 May 2022 or the 5 May 2022 which would be agreed offline.

Action:

1. KH, RW and HT to liaise regarding possible themes of the strategy session.
2. Governors to sign up for the Education Space "Ready for Ofsted training."

520. Summary of Link Visits

RW reported that the link governor visits had progressed well and out of 17 slots allocated, 12 had been completed and reports written. Emerging themes were that good relationships had been established and that the tracking of questions was important.

It was noted that the new template was working well and it would be useful that governors were kept informed of progress following governor visits, though it was acknowledged that this should not increase teaching workloads.

When would the next governor visits take place? These would take place in the summer term

521. Governor Education and Training

a) Skills Matrix

Action:

1. Governors to complete skills audit.(Governors)
2. Role analysis of the skills audit would take place once the skills audit had been completed. (KH)

b) Governors to report any training attended

It was noted that the Governor Conference would take place and governors were encouraged to attend in person.

Action:

Governors who are able to attend the Governor Conference on the 19 March 2022.
(Governors)

c) Training available the Education Space

There was concern raised that value for money was not being obtained from Education Space training that NGA training could be accessed for free.

How was Education Space training funded? It was funded through an SLA that included training.

Action:

Governors to enrol on the Education Space Safeguarding training.

522. Future Meeting arrangements 2021/22

Resource Committee Meeting

Summer Term

Wednesday 25 May 2022

Wednesday 29 June 2022

Quality of Education Committee Meeting

Summer Term

Wednesday 15 June 2022 (revised date)

People Committee

Summer Term

Wednesday 27 April 2022

Full Governing Board

Summer Term

Wednesday 13 July 2022

All meetings would commence at 17.15 unless otherwise stated.