



YERBURY PRIMARY SCHOOL

Minutes of the governing board meeting held at the school, Foxham Road, N19 4RR on Thursday, 27th June 2019 at 7.00pm.

Rosemary Marsh (RM) - Parent Governor and Chair	Rosamund Webb (RW) - Parent Governor
Cassie Moss (CM) - Headteacher	Julia Gale (JG) - Staff Governor
Alan Skea (AS) – Parent Governor	Jessica Heine (JH) – Parent Governor/Vice Chair and Chair for this meeting
Thelma Stone (TS) – LA Governor	Laura Keough (LK) - Co-opted Governor

Also present:

Liam Frost (LF) – Associate member
Brida Donoghue - Clerk

		<u>ACTION</u>
	JH acted as Chair on this occasion and welcomed everyone to the meeting.	
1.	<u>APOLOGIES/CONSENT FOR ABSENCE</u>	
	a) <u>Apologies Received</u> Apologies were received from BF, JAH, ZR, SOL and Emily Briggs (EB).	
	b) <u>Consent to Absence</u> Consent was given for apologies received. Other absences were noted.	
2.	<u>Register of Business Interests/Disclosure and Barring Service (DBS) Checks/Section 128 Checks</u>	
	a. Governors present completed the annual Register of Business Interest form	
	b. Register of Business Forms for absent governors will be completed at the next meeting in the autumn term.	Clerk to add to agenda
	c. A DBS check for one new governor is awaited. References have been received.	
	d. It was agreed to double check if an up to date Section 128 check had been done for governors recently.	CM
	e.	
	f. The need for new governors to complete a Self-Declaration Form was queried and it was agreed that the Clerk would check this with Governors Services.	Clerk

		<u>ACTION</u>
	<p>g. The code of conduct will be completed in the autumn term for the new academic year.</p> <p>No interests in items on the agenda were declared.</p>	Clerk to add to agenda
3.	<p><u>NOTIFICATION OF ANY OTHER BUSINESS</u></p> <p>There were no notifications to consider.</p>	
4.	<p><u>COMPOSITION OF THE GOVERNING BODY, COMMITTEES, LINK GOVERNORS</u></p> <p>4.a.i Composition Changes</p> <p>The resignation of Amy Cook (AC), Co-opted Governor was noted. The Chair announced the resignation of TS – LA governor – with effect from 28th June 2019. She thanked TS for her hard work and support of the board and wished her well in the future. It was agreed that the board would seek a replacement LA Governor through Governor Services.</p> <p>Appointment of Co-opted Governor</p> <p>Being proposed in her absence, the Board agreed the appointment of Emily Briggs (EB) as a co-opted governor for a four-year term ending 26th June 2023. RM reported that EB had been considered for co-option at the last round of co-options and was considered a very confident and capable candidate. She is very experienced, having had a lot of professional roles including her current work with Defra and governance experience in a charitable organisation. EB lives locally, is very motivated and it was felt would be an asset to the board.</p> <p>The upcoming term of office end for Parent Governors, AS and JH, was noted and the school will organise a Parent Governor election in the autumn term. JH confirmed that she did not wish to stand again for election.</p> <p>Discussion took place as to whether AS should be considered for appointment as a Co-opted Governor in order to ensure his skills, knowledge and experience was not lost to the board. It was stated that this matter had been discussed previously and the opinion reached that co-options are best considered for non-parents if possible and parent governors elected from within the parent body. Some concerns had been raised in the past regarding the lack of parental involvement and the suggestion put forward that there was a case to be made for having a greater ratio of parents on the board. It was also stated that there had also been discussion about rotating committee chairs in order to increase engagement.</p> <p>It was suggested that both matters be discussed at the self-evaluation meeting in September. It was noted, however, that there had been few applications for parent governor vacancies in the past.</p>	<p>RM/Clerk</p> <p>CM</p> <p>Clerk to add to agenda</p>

		<u>ACTION</u>
	<p>4.a.ii Appointment of Associate Member</p> <p>Having left the room, LF was re-appointed as associate member for a one-year term ending 26th June 2020. On his return LF was congratulated on his re-appointment.</p> <p>4.b. Committees</p> <p>The list of current committees and their membership is available on Governorhub. It was confirmed that new governors attend a meeting of both committees before membership is decided. It was noted that there is a need for a governor on the Pay and Headteacher's Performance Review committees. Governors were asked to consider which committees they might wish to join when the structure is reviewed in the autumn term.</p> <p>Ratification of Terms of Reference for Pay Committee</p> <p>AS presented the revised Terms of Reference, which had been previously circulated, for ratification and invited questions. Changes included the appointment of a Chair at the time membership is determined to ensure that someone has responsibility for convening meetings and organising agendas. It was agreed to revise Point 5 to read: <i>"A quorum for the meeting will be three Governors excluding the Headteacher."</i></p> <p>RESOLVED: that the ToRs for the Pay Committee, as amended above, be ratified.</p> <p>4.c. Link/Lead Governors</p> <p>It was agreed that Link/Lead Governor roles be reviewed in the autumn term.</p>	<p>AS/ Clerk to upload to Governorhub</p> <p>Clerk to add to agenda</p>
5.	<p><u>MINUTES OF THE PREVIOUS MEETING</u></p> <p>RESOLVED: that the minutes of the meeting of 21st March 2019 be agreed as a true record.</p>	
6.	<p><u>MATTERS ARISING FROM THE MINUTES</u></p> <p>Governors were encouraged to give some thought to whether they might wish to be Chair and Vice-Chair next year.</p> <p>4.c. It was confirmed that governor details on the school website had been approved.</p> <p>9. Report on SLT additional contact time to be presented in the autumn term by CM</p> <p>9. Pupil Premium and Non-Pupil Premium attendance details to be included in the Headteacher's report from the autumn term.</p> <p>13.a. To present an overarching policy for all policies to the board in the autumn term.</p> <p>13.c. To check that the Governor Visits policy had been amended to remove the second sentence from the "During the Visit" paragraph regarding visit logs.</p>	<p>CM</p> <p>CM</p> <p>SOL</p> <p>CM</p>

		<u>ACTION</u>
	<p>13.d. Discussion on governor visit logs to be added to agenda for autumn term meeting. The question of whether these were up to date was asked and it was felt that whilst essential areas are up to date there was a need for better administration of this area. It was acknowledged that both administrative staff and governors do their best given their workloads but improvement was needed.</p> <p>15. JH stated that Governors' Day had been lovely and she expressed thanks on behalf of members to CM and LF for their hard work in organising the event.</p> <p>All other items were confirmed as completed.</p>	Clerk
7.	<p><u>CHAIR'S ACTION/REPORT</u></p> <p>There was nothing to report for this meeting.</p>	
8.	<p><u>REPORTS FROM COMMITTEES</u></p> <p>Curriculum & Learning Committee</p> <p>RW reported. The committee had met on 7th May and the minutes had been circulated in advance of this meeting. With the following exceptions, actions from the meeting had been completed.</p> <p>RW pointed out that her term of office was renewed from 7th May 2019 and not 2nd March 2019 as stated in the minutes.</p> <p>7.1. It was confirmed that a meeting has been arranged with SOL for early July to discuss equality objectives.</p> <p>9.1. This item is in progress.</p> <p>11.3. It was also confirmed that CM is responsible for development of a pack for parents.</p> <p>It was noted that having actions highlighted was helpful for governors and agreed that this to be maintained where possible going forward.</p> <p>A governor raised the issue of the content of recent minutes on the school website which referred to the process of co-options to the board. She queried whether the level of reporting was appropriate for a public document. Governors confirmed their wish to be transparent so that parents know what happens at board meetings. The content, in any case, had been positive and had been relayed to those involved at the time and before appearing in the minutes.</p> <p>Finance & General Purposes Committee</p> <p>AS reported. The draft minutes had been circulated in advance of this meeting and questions were invited.</p> <p>AS reported that items discussed had included the following:</p>	Clerk

		<u>ACTION</u>
	<p>a. School Budget</p> <p>The school budget had been approved by the committee, according to the terms of reference and would be presented later in this meeting for ratification. Discussion had taken place regarding the potential need to take action in September 2019. It had been previously agreed that the criteria for action to be initiated would be when it was not possible to set a balanced budget for two consecutive years. This was not now necessary but the committee will need to look at the issue next year when more information on future funding becomes available. CM pointed out that the school takes action to make savings where opportunities arise.</p> <p>b. Use of the Back Building</p> <p>The committee had discussed the proposal for the use of the back building. The current occupier has proposed that it undertakes work to the building in return for a rental period of five years, the cost of the works to be deducted from the rent payable. As there is no current capacity within the school to take on this project the committee had agreed the proposal in principle and had given the headteacher authority to negotiate further and proceed on the basis that the school would still receive the yearly income of £3k until the school can take over this project in five years' time. An additional fence has been added to allow independent access to the building. It was agreed to return to this item at the autumn term meeting.</p> <p>Premises Manager's House</p> <p>A space in the house has now been rented for a period of one year and the occupier has DBS clearance.</p> <p>A health and safety review of the site had taken place and items arising from the check added to the action plan.</p> <p>A governor asked if the school had received any reimbursement from Thames Water following the significant increase in costs. No reimbursement had been received as the supplier is claiming that there is a leak on site The SBM is following the matter up with the supplier. There are a number of actions the school has to take before Thames Water will conduct a visit and these are in progress.</p> <p>In terms of finance, it had been confirmed that the increase in teachers' pension costs will be funded by the DfE and the school had also received £12k from the contingency funds for schools in financial difficulty. This leaves the budget in a slightly better position than previously anticipated. It was noted that there had been discussion about the reasons for not presenting a deficit budget and not retaining a significant surplus which clarified why the budget is so closely balanced.</p> <p>JH thanked the Chairs of committees for their reports.</p>	<p>Clerk to add to agenda</p>
<p>9.</p>	<p><u>HEADTEACHER'S REPORT</u></p> <p>CM presented her report and invited questions.</p>	

		<u>ACTION</u>
	<p>School Profile</p> <p>The school roll is virtually full with 461 pupils on roll and there are very few places available.</p> <p>Staffing</p> <p>The retirement of VO, current SBM, and appointment of LOK, who will be completing the SBM apprenticeship programme, was noted. This will allow the school to see some return on the apprenticeship levy costs as there are not many opportunities to do so. Naz has been appointed senior admin officer from September 2019 and Bianca, previously a TA at the school, has now completed the teaching qualifications and will be returning in September. Children appear to be aware of her appointment and eagerly await her return. Becky is leaving to move to France and Rob is leaving to undertake the teaching qualification. A TA has been appointed on a fixed term contract for one year and JG will increase her hours to .8 in September. The school was sad to lose Celina as there is no available post for her. A governor queried whether the school is able to employ supply staff directly and this was confirmed. This can make savings for the school and provides continuity for the children as staff employed are known to them and know the school procedures. Philippa is returning to her HLTA role in September. The amalgamation of the two nursery classes into one is being led by Sharon with support from Brogan and Cathy and with support and oversight from Margaret.</p> <p>A governor asked if there would be any disadvantage in having a larger group of children in nursery with one teacher. CM explained that the statutory ratio is 1:13 pupils and there will be four adults at the very least in the first term. She felt the new arrangement would be better for the children pedagogically. The larger space could in the past lead to children being on their own or excluding themselves socially if they wanted to. The smaller space makes it easier to manage the children and to provide opportunities for social development. The Nursery TAs have strong roles in supporting the teacher, are also involved in planning and get to know the children well. A governor questioned whether monitoring the quality of provision would take place and it was confirmed that monitoring is ongoing and will continue. LF confirmed that standards will be monitored to ensure children have rich experiences but it may not be possible to compare like for like because of the changes that have taken place. A governor stated she was looking forward to seeing how it develops and it was confirmed that this arrangement is happening in other schools also. CM confirmed that additional toilets are being installed for nursery use. In answer to a question, the headteacher confirmed that the maximum intake is 42 pupils and the current space planning, not including the outdoor space, is appropriate for the group size.</p> <p>Attendance</p> <p>Since the last meeting there has been an exceptionally high level of sickness which has affected overall attendance. Unauthorised absence is very low and parents are good at communicating absence to the school. Unauthorised absence is usually due to term time holidays taken by families. CM stated that absence information is now added to pupil reports and, where attendance</p>	

		<u>ACTION</u>
	<p>is a concern, she comments on absence levels in the report. It was confirmed that reports form part of the pupil's record and are forwarded to the next school. CM expressed the need to think about ways to make parents take attendance and punctuality seriously. Sickness levels in November, December and January had been at expected levels but had been extreme in February and this is likely to affect the overall absence figures. It was hoped, however, that levels will remain in line with national averages. Historical data was included in the report and governors were encouraged to review it.</p> <p>Pupil Premium</p> <p>Attendance for PP pupils is 2% below whole school figures. It had not been possible to provide information on non-PP attendance because of how it changes year on year and the school would not therefore be comparing like for like. Whilst the majority of PP pupils have a level of deprivation it can be linked to other factors such as overcrowded housing, poverty and poor nutrition. The school works with families to signpost them to support but some families do not engage. Any safeguarding concerns are followed up by the school.</p> <p>RM challenged how the school enhances engagement. CM outlined the measures taken. Meetings are held to listen to parental concerns and issues and this can make a difference. She felt that it is more effective to have a friendly face to talk to rather than to receive a threatening letter. Families get the opportunity to explain their side of the story and it provides an opportunity for the Headteacher to understand what is happening within the family. An example of how a family was impacted by the children's medical issues was given. The meeting provided the beginning of a relationship between the school and home. It is easy to make assumptions but a one-to-one meeting can be very effective in clarifying issues. A governor stated that it was important to reflect on this. It was acknowledged that attendance may not improve but there was a need to understand why this might be. Whilst statistics may not change, all the school can do in such circumstances is to keep positive communication with parents. It was acknowledged that it may not be possible to close the gap. The headteacher stated that the school will meet with parents and sign- post them to support. Meetings are key and provide an easier method of enforcing the school's expectations but are time consuming. Governors expressed their support for this approach and were not in favour of threatening letters.</p> <p>SEN</p> <p>CM reported that SEN often includes a range of complex needs where children have extended absence from school. EHC plans for children with social/emotional/behavioural issues are now being issued which is a positive outcome. An example was given of a child who had a reduced timetable for six months, which was the best option for the child but did affect attendance statistics. A governor queried if this was not a partial exclusion and it was stated that this had been an intervention to support keeping the child in school. It was explained that here are two types of exclusion - fixed term or permanent. The borough has the highest level of exclusions for both secondary and primary schools and is trying to reduce this. CM stated that she has worked with other Headteacher colleagues to create guidance on exclusions because there is currently no guidance on the number of days to</p>	

		<u>ACTION</u>
	<p>exclude or the sanctions appropriate to misbehaviour. This means that there are significant discrepancies with different schools doing different things. This is being done in collaboration with the Head of Safeguarding and the SEN team as often excluded children have social/emotional/behavioural issues. A governor questioned the difference between exclusion and a reduced timetable. In reply, it was stated that parents consent to a reduced timetable and it is an intervention, where as an exclusion is a sanction and is imposed.</p> <p>The question of whether there will be an increase in SEN numbers over time with the inclusion of autism was asked. The provision of EHCPs for more students will mean an increase in SEN and these involve a lot of work. A governor asked what the benefit of an EHCP was if it did not come with additional funding. It was clarified that some plans come with funding and some not. This will depend on need but children with a plan will be tracked until they are 25. The school had received some SEN funding but must provide the first £6k cost of support for the child from its budget. EHCPs also flag up the child and the family. It was explained that many children fall into the school action category and receive in-school support. EHCPs would be for children requiring support additional to that.</p> <p>A governor asked if an EHCP puts in statute the needs to be met. It was explained that the old statements used to dictate how needs be met but this was no longer the case. An EHCP will state the child's needs but not how these should be met. It was stated that some parents are going to court over this issue. It was also confirmed that the school has to organise the support required. Where a school is unable to do so the child could not attend. A governor asked if Yerbury was meeting the needs of children to the best of its ability and this was confirmed and that Becky is extremely good at sourcing funding and support for children. The school has four SEN TAs as Becky had made a case for it. A governor asked if funding covers the cost of support per child and it was stated that this not the case and the school does its best to provide what is required. A governor questioned how the school would know if a child's needs were not being met. It was confirmed that should this be the case the matter would be raised with the Headteacher by Becky. Meetings take place with parents where actions are agreed and targets set and reviewed. School staff, parents and the professionals all work together to meet the targets. If targets were not met this would be visible. LF explained that the school monitors academic progress and were a child not to be making progress this would be evident. SEN team meetings happen regularly, book looks take place and assumptions challenged. The children at Yerbury are doing very well.</p> <p>CM explained that some SEN children who had been put forward by the local authority for admission had been turned away as the school could not meet their needs. This could simply be that the building was not accessible or it could be that such an admission would have an adverse effect on other children. A governor asked if funding could also be a reason and it was confirmed that it could as there may be a staffing need to ensure safety and this could be cost prohibitive. This happens in all Islington schools. It was stated that the school has a reputation for being inclusive and could end up having large numbers of SEN children. It was felt that this is an area the board might need to review.</p>	

		<u>ACTION</u>
	<p>LAC</p> <p>LAC children are doing very well in terms of attendance. The statistics did not include post-LAC children but if included all would be doing very well. There was no unauthorised absence for this group.</p> <p>Persistent Absence</p> <p>Absence for this group last year had been below 1% but was now 4.7% which was a significant increase. The Headteacher had reviewed data for all PA children. Three of the 17 had taken unauthorised holidays and extended sickness absence had tipped this group. Two children had been PA last year because of genuine medical reason. Fifteen of the group had not been PA last year. It was noted that 41% of PA were PP children and this was significant and could account for their lack of progress. A governor felt that the figures as presented were confusing but it was confirmed there were 17 children in total represented within all groups as children may appear in more than one group.</p> <p>Punctuality</p> <p>CM reported that 13 children had been late more than 20 times this year and meetings are held with parents whose children have been late more than 40 times. At parents' evenings teachers are asked to speak to specific parents to address the issue. A governor asked whether children who are on the premises but not in class were registered as present. It was pointed out that children have ten minutes to get to class and adults hurry children along where needed. When children arrive late, staff will check that they have been registered. However, where a child is struggling to come to school and is on the premises but not in class they will be registered as present as the issue has been acknowledged. Office staff monitor and will ask the teacher to register the child.</p> <p>Mobility</p> <p>There had been six leavers and nineteen admissions since September – three of whom were children who had left and had returned - one being a child who had deferred as not ready for school.</p> <p>Teaching and Learning</p> <p>LF presented his report and invited questions. All staff work very hard and the school would like to have additional TAs but everyone supports each other and Yerbury is a happy place in which to work. Staff contributions are acknowledged through small celebrations.</p> <p>Teaching is either good or outstanding and this is a good mix as the school wants some staff to be developing whilst others are moving on. There is a significant amount of meaningful and evidenced-based CPD for teachers. A governor commended the school for its achievements given the funding issues and thanked the school for ensuring this continues. It was acknowledged that a lot of good CPD is provided through the Future Zone SLA and next year there may be more in-house training. Digital resilience</p>	

		<u>ACTION</u>
	<p>was explained for the benefit of members. This is the next step of work on wellbeing, helping them to be more resilient on line, and is part of the Healthy Schools Award.</p> <p>Budget</p> <p>The budget information was noted.</p> <p>Fire Drill</p> <p>A drill had taken place on 19th March 2019. CM explained that this was an opportunity for SLT and staff to look at what went well and what might need review. This information is fed into an action plan and actions followed up. An example was the installation of an additional alarm sounder where staff had stated that the alarm could not be heard. Logs of drills are kept.</p>	
10	<p><u>REPORT FROM EXTERNAL ADVISER (CHALLENGE & SUPORT CONSULTANT IF FROM LBI)</u></p> <p>The report from the adviser, Anthony Doudle (AD), had been previously circulated and questions were invited. During the visit a learning walk had taken place with senior staff and lessons were visited. For the majority of classes learning was pitched effectively. It was felt that for one class where this was not the case the visit had taken place when the teacher was reviewing prior learning.</p> <p>Discussion had taken place with twenty pupils where AD had been asked to address them in the manner of an Ofsted inspector. LF had been very impressed with the conversations that had taken place and the children's ability to make links about their learning. AD had been impressed at how the children could articulate Getting Back to Green. A governor asked if the children had been specifically chosen and it was confirmed that this was the case and that more PP boys were chosen than were representative of the school in order to see the outcome. They had also been very able in their responses.</p> <p>Curriculum discussion had taken place with the Assistant Headteacher, data had been checked before the visit and follow up actions agreed. There had been discussion about how effective schools are at demonstrating the progress children are making. It was acknowledged that more children are able to reach secure but it is very hard work to keep them there. The consultant had advised that data be presented to governors annually and that the board be asked to hold the school to account for how the children's progress is monitored. This would give the board a good understanding of what the school does. It was noted that senior staff were not entirely happy that data be presented annually. It was suggested that it might be helpful to have a data link governor to meet with the Deputy Headteacher regularly.</p> <p>A governor asked whether governors would need to relearn how to interpret data if the way information is recorded changes and this was confirmed. CM stated that the school has examples of data the board has seen year on year in holding the school to account. A new assessment system has been in place for three years now. Data could be further developed to provide more detail. In answer to a governor's query it was confirmed that the new system</p>	

		<u>ACTION</u>
	<p>is hopefully fit for purpose and be reviewed regularly, and that day to day operations will not change. Data allows questions to be asked and there is a need to ensure that data is robust. A governor asked if the current system needed adjustment and it was agreed that the system is complicated but staff know how it works. There is no alternative system currently that is worth changing over to.</p> <p>The question of whether additional training is needed for governors was asked, or alternatively, the need to have a link governor for data. It was agreed to discuss the matter further in September. It was also suggested that it would be helpful to have one or two governors to visit to carry out book looks so that the board is clear about what the school is doing.</p> <p>It was agreed to trial the presentation of data annually for one year.</p> <p>A governor commended the school on the very positive report from the consultant and asked if the school felt it was being adequately supported and challenged by AD. This was confirmed. It was acknowledged that the next steps for the school would be quite challenging and staff were congratulated on their hard work and achievement.</p>	<p>Clerk to add to agenda</p> <p>CM</p>
11	<p><u>FINANCIAL MANAGEMENT/BUDGET 2019/20</u></p> <p>The budget for 2019/20, previously circulated, had been approved by the F&GP committee and was recommended to the board for ratification.</p> <p>RESOLVED: That the budget for 2019/20 be ratified.</p>	
12	<p><u>PRIORITIES FOR THE NEXT SDP</u></p> <p>CM presented current proposed targets for the new SDP.</p> <ol style="list-style-type: none"> 1. Maths will be a focus and a staff member has been appointed as a maths specialist and training is underway. Part of the role next year will be to develop this approach with the school with a view to becoming a hub for other schools. 2. Fundraising was a two-year target in 2018/19 and will continue for Year 2 next year. 3. Learning in the natural environment to link with the secret garden and to link to mental health as the school does not want to lose this focus. 4. Challenging Intolerance was also proposed as a target. This might fit into the curriculum intent document. <p>In answer to a question it was clarified that the curriculum intent document had been written alongside the ethos statement and the ten-year Big Hairy Audacious Goal document. This explains how to approach things but not how to achieve it for the child. Governors were directed to the report on Governors' Day which included this document which gives an outline ten-year plan with a focus towards the goal each year. Discussion took place and the need to be more specific was voiced. It was acknowledged that the school</p>	

		<u>ACTION</u>
	<p>would have to be specific in how it is evaluated but this will differ for different elements. It was felt that measuring success might be difficult but should develop as it progresses. Once everyone is involved ideas will be generated. It was agreed that the initiative needed more thought but was an exciting aspect for the school.</p> <p>CM expressed thanks to governors who had attended Governor Day and it was agreed that RM would send a formal thank you to Julian on behalf of governors. The day had been very constructive with good conversations and the choice of facilitator was excellent. Thanks was also expressed to staff.</p>	RM
13	<p><u>ITEMS FOR ANNUAL REVIEW</u></p> <p>The complaints policy had recently been reviewed and agreed before the current guidance had been published by the DfE and it was agreed to review the policy in the autumn term.</p>	Clerk to add to agenda
14	<p><u>GOVERNORS VISITS</u></p> <p>BF had undertaken a safeguarding visit and his written report will be circulated once received. JAH and SOL had conducted a well-being visit.</p>	BF
15	<p><u>GOVERNORS' TRAINING AND DEVELOPMENT AND GOVERNORS' BRIEFINGS</u></p> <p>RM reported that she had attended the recent Governors' Briefing at which the need to take external advice when complaints are received was stressed. There is also a new step in the complaints policy to include the involvement of the whole board. There had been a discussion on the increase in SEN – which is increasing nationally and for autism in particular.</p> <p>RM had also attended a partnership working session with AD and agreed to circulate the Powerpoint from this session. A variety of ways of partnership working were outlined, for example – Future Zone, federations and temporary or permanent partnerships. There could be different reasons to consider partnership working – financial, headteacher recruitment, structural advantage and provision of advice to struggling schools were examples given. Whilst this was not currently being considered by the school it was felt to be an aspect to keep under review. She encouraged other governors to attend this session.</p> <p>RM had also attended Chair's training.</p>	
16	<p><u>PLANNING FOR THE NEW ACADEMIC YEAR</u></p> <p>The recommendations outlined on the agenda were noted and will be actioned in the autumn term.</p>	Clerk to add to agenda
17	<p><u>FUTURE MEETING DATES AND AGENDA ITEMS</u></p> <p>The meeting dates for the new academic year had been circulated but it had been necessary to move the CLC committee date from 6th February 2020 to 30th January 2010.</p>	Clerk to upload to Governorhub

		<u>ACTION</u>
18	<u>ANY OTHER BUSINESS, IF ANY, SINCE THE PREPARATION OF THE AGENDA</u> RM referred to the draft letter to renew the school's pledge to be a dyslexia friendly school and sought governor approval for it. Approval was given.	RM
19	<u>CONFIDENTIAL ITEMS</u> There were no confidential items to consider at this meeting.	

There being no further business, the Chair thanked everyone for their attendance and closed the meeting at 9.20 p.m.

CHAIR: _____

Brida Donoghue
Clerk to Governors
Islington Governor Services Islington Council

DATE: _____

ACTIONS ARISING FROM THE MEETING HELD ON 27TH JUNE 2019

ITEM NO.	ACTION	BY
2.b	Agenda Items for next Meeting <ul style="list-style-type: none"> • Completion of Business Interest forms by governors who have not yet done them • Completion of the annual code of conduct • Discussion on parent governor membership • Discussion on committee chair procedures • Review of Link/Lead Governors • Discussion on Governor visit logs • Discussion on use of back building • Discussion on appointment of data link governor or data training for governors • Review of complaints policy in light of new guidance • Planning for new academic year 	Clerk
2.d	To check if Section 128 checks have been done for governors	CM
2.f.	To confirm if new governors are still required to complete Self Declaration Form	Clerk
4.a.i.	To seek a new LA governor via Governor Services	RM/Clerk to inform Governor Services of the vacancy

	To organise Parent Governor Elections in autumn term	CM
4.b	To amend Pay Committee ToRs as agreed To upload to Governorhub once amended	AS Clerk
6.	<p>9. Report on SLT additional contact time to be presented in the autumn term</p> <p>9. Pupil Premium and Non-Pupil Premium attendance details to continue to be included in the Headteacher's report from now on</p> <p>13.a. To provide an overarching policy for all policies for the autumn term.</p> <p>13.c. To check that the Governor Visits policy had been amended to remove the second sentence of paragraph "During the Visit"</p>	<p>CM</p> <p>CM</p> <p>SOL</p> <p>CM</p>
8.	To highlight actions in future minutes	Clerk
10.	To trial presentation of data annually	CM
12.	To write a formal letter of thanks for Governors' Day to Julian	RM
14.	Circulation of visit report to governors	BF
17.	Calendar dates for 2019/20 to be uploaded to Governorhub.	Clerk
18.	Renewal of Dyslexia friendly school pledge	RM