

**GOVERNING BODY MEETING**  
**NEW END PRIMARY SCHOOL**  
**Streatley Place, London NW3 1HU**  
**Minutes of the Meeting held on Wednesday 6 July 2016**

**ATTENDANCE:**

Linda Davies (LD) – **Chair**  
Karyn Ray (HT) – **Head**

Helen Andrews (HA)  
Yaa Animashaun (YA)  
Stephen Buzzard (SBz)  
James Eades (JE)  
Tony Millard (TM)  
Anna-Maria Morris (AMM)  
Selina Skipwith (SS)  
Bernadette Warwick (BW)  
Rachel Segal (RS)  
Stephen Stark (SS)  
Mirit Eldor (ME) – **Vice Chair**  
Vassilis Zarifis (VZ)

**OTHERS PRESENT:**

Carol Murphy (CM) – Governor Support Officer  
Alan Girling (AG) – Deputy Headteacher

	<b>ITEM</b>	<b>ACTION</b>
<b>1.</b>	<b>Welcome and Apologies for absence (Chair)</b>	
	Chair welcomed everyone to the meeting.  The meeting started at 7.00pm and was quorate.  Apologies were received & accepted from Susan Blake & Bianca Mollura	
<b>2</b>	<b>Notification of Any Other Urgent Business (All)</b>	
	None	
<b>3</b>	<b>Declaration of interest, pecuniary or otherwise, in respect of items on the Agenda (All)</b>	
<b>3.1</b>	BW stated that she had an interest in item 6 – Recruitment and Retention Allowance update. HT advised that as there was little progress at this stage that she could remain for that item.	
<b>4</b>	<b>Minutes of meetings and Matters Arising</b>	

	<p>The minutes were approved and signed as an accurate record of the meeting on <b>11 May 2016</b>. There were no matters arising that were not elsewhere on the agenda.</p>	
<b>5</b>	<b>Headteacher's report (Headteacher)</b>	
<b>5.1</b>	<p>Headteacher report was previously circulated to Governors. The Headteacher apologised for the report being sent out late and highlighted the following:</p>	
<b>5.2</b>	<p>Staffing update. Two members of staff are retiring at the end of term. Governors wished them well. Parents will be advised of staff changes and departures tomorrow. <i>Stephen Stark arrived 19.07</i></p>	
<b>5.3</b>	<p>Other staff changes of note include Sue Ling is retiring but is coming back 2 days per week.</p>	
<b>5.4</b>	<p>Class lists for 16/17 will be going out to parents next week and Governors were asked not to disclose information prior to this.</p>	
<b>5.5</b>	<p>Teaching recruitment is very difficult. NQT's are being snapped up very early and not so many available after May half term, which was the traditional time to recruit NQT's.</p>	
<b>5.6</b>	<p>Curriculum Cluster moderation meetings have been taking place with 7 other schools. This is to help support the introduction of the new curriculum.</p>	
<b>5.7</b>	<p>Sbz asked was there much variation in moderation across the cluster. DHT explained that schools took different approaches to moderation. Some schools brought writing from the highest achieving children. We took from children who were more borderline. As a result the writing moderation was not very useful however the Maths moderation was much better as lessons were learnt from the writing. If this is to be continued next year then the process needs to be clear.</p>	
<b>5.8</b>	<p>Phonics Year 1 provisional results are 82% achieved target and 88% of retakes. This is an improvement on last year and the Year 1 team should be congratulated on their achievements.</p>	
<b>5.9</b>	<p>EYFS data will look at in detail in the Autumn Term. Preliminary results look like Good Level of Development (GLD) is expected to decrease by approximately 20%. It was stressed that results are very cohort dependant.</p>	
<b>5.10</b>	<p>A Governor asked does this mean the cohort is underperforming. HT advised that not necessarily. This cohort has some very specific difficulties. Children are not all achieving the emotional standards. An</p>	

example of this is behaviour where there are known issues that are being addressed outside of school.

The local authority has moderated and they supported our findings and reasons for them.

**5.9** Assessments and achievement will be looked at in detail in Curriculum Committee and at the Autumn FGB however the highlight are as follows:

- KS1 – It is a completely new system of assessment this year with SATS being reinstated. It is not possible to make year on year comparisons this year, however results look in line with Camden results.
- KS2 – The school has performed very well this year in the new system. National results are 53% meeting the new standard. Our combined results are 71.4% – Reading 75%, Writing 79%, Maths 84% & SPaG 82%. This is significantly above both national and Camden averages

**5.10** The HT wished to put on record her thanks to all the staff in Year 6 for the excellent results. ME on behalf of the Governors thanked all staff for their hard work and commitment.

**5.11** The HT advised that three Syrian refugee children started this week. There is also increased mobility generally and the Referendum results will likely increase this further.

**5.12** SBZ commented that high mobility has an impact upon standards and Ofsted do not take full consideration of this. The HT advised that it is possible to exclude results from Children who have recently joined the school, however mobility does still impact results can only be discounted for some children. In Year 6 this year only 2 children could be discounted.

**5.13 Curriculum Development**

- Debating – Thanks to DHT for preparing the children
- Maths week was very successful and became a fortnight. Many thanks to BW
- Music – Lovely Year 4 recorder project
- School referendum went very well. Feelings ran high on both sides and the Best of Both won with 68% of the vote. Children did excellent presentations for the parents.
- Science week in May included energy garden assemblies. Year 6 children lead activities that all year groups were involved in. Special thanks to RS.

<p><b>5.14</b></p> <p><b>5.15</b></p> <p><b>5.16</b></p> <p><b>5.17</b></p>	<p>Asbestos update. Work to be completed to remove asbestos during the summer holiday, however negotiations and discussions still continue regarding loss of stock.</p> <p>Secondary transfer details are in the report, however one child still has no school. A place was offered but the parents have refused this place. At this point the child will need to be home schooled as the LA have fulfilled their obligation of offering a place. The HT cautioned that parents must make realistic choices when applying for schools.</p> <p>The HT thanked the Governing body for the constant support and challenge.</p> <p>The Chair thanked the HT for all her hard work and success this year.</p>	
<p><b>6</b></p>	<p><b>Recruitment &amp; Retention Allowance</b></p>	
<p><b>6.1</b></p> <p><b>6.2</b></p>	<p>The Chair updated the Governors that the advice received from Human Resources at Camden was to start the consultation process in September, as there was insufficient time to complete it before the end of the school year.</p> <p>BW commented that her Union were unhappy that teaching staff were excluded from the discussion regarding consultation at the previous</p>	

	meeting following advice from the Clerk. The Chair stressed that the discussion was regarding the proposal to consult and not any decision regarding the allowance itself and supported the advice received. BW was advised to inform her Union that if they wanted to discuss this further to contact the Chair or the Clerk directly.	
<b>7</b>	<b>Committee Reports</b>	
<b>7.1</b>	<b>Finance &amp; Staffing</b> YA confirmed there was no update from the previous FGB meeting in May.	
<b>7.2</b>	<b>Standard &amp; Curriculum</b> ME updated on the most recent Standard and Curriculum meetings. Minutes have been circulated. March Meeting looked at curriculum development and how the school was managing changes and the new approach.  In May the meeting looked at the quality of teaching and how it was monitored. The new Ofsted framework looks less at lesson observations and more monitoring of teaching over time. The committee also discussed the use of data across year groups rather than being class specific and data requirements for Ofsted as the school is likely to be inspected in the Autumn Term.	
<b>7.3</b>	<b>Home School Liaison Committee</b> SB, Committee Chair, was not present at the meeting so this item was deferred to the next FGB.	
<b>7.4</b>	<b>Premises Committee</b> There was a meeting in May but the meeting wasn't quorate. Meeting to be arranged before the end of term. Planning issue with the nursing home were discussed. The work is due to start over the holidays.	
<b>8</b>	<b>Governor monitoring, development and training</b>	
<b>8.1</b>	LD advised that she had attended a training launch for SPARK which pulls together everything that is going on in Camden. It is aimed at both Primary and Secondary schools. It has initial funding but long term will have volunteers to work on the initiative.	
<b>8.2</b>	<b>Chairs Item</b> LD & YA both attended the recent Finance Forum. It was a very depressing meeting. There are expected to be major cuts to funding. It is expected that the national funding formula will be introduced from April, but this is still uncertain. It was advised that the timetable for change would be clearer in the Autumn Term and a final decision likely in January. Most London & Camden schools will lose out with the new formula.	

8.3	<p>Most schools have or are planning to look at staffing and other expenditure to see how money could be saved. There was an emphasis that allowances such as Recruitment and Retention should be reviewed and many schools had already done this</p> <p>HA asked does this mean there will be less money. AG advised that the over all pot for schools will remain the same but will be distributed differently. London and other major cities are likely to have less money but other school may see an increase.</p>	
8.4	<p>SS asked what has the school done to prepare for this. HT advised that all expenditure has been reviewed and changes made where and when they can. However the largest area of expenditure is on staffing and that is where any substantial changes can be made. It is likely reducing the workforce will need to be looked at. All vacancies are reviewed as and when they arise.</p> <p>The HT confirmed that both HT &amp; DHT now teaching more.</p>	
<b>9</b>	<b>Dates of future meetings</b>	
9.1	<p>Full Governing Body meeting dates were agreed for 16/17 as follows:</p> <p><b>Wednesday 9 November 16</b>  <b>Wednesday 1 February 17</b>  <b>Wednesday 10 May 17 (budget)</b>  <b>Wednesday 5 July 17</b></p> <p>All meetings will start at 7pm</p> <p>Committee meeting dates to be advised.</p>	
<b>10</b>	<b>Confidential Items</b>	
<b>11</b>	<b>Any Other Urgent Business</b>	

	<p>None.</p> <p>The Chair thanked those present for attending and closed the meeting at 8:25pm.</p>	
--	---	--

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Linda Davies, Chair of New End Primary School Governing Body**

