

## Argyle Primary School

### FULL GOVERNING BODY MEETING MINUTES

16<sup>th</sup> September 2021 6pm

#### ATTENDANCE

Mark Cheshier (Chair) – MC	Y	Jemima Wade (Headteacher) - HT	Y
Will Young (Vice Chair & Chair of TLPC Committee) – WY	Y		
Henry Fraser (Chair, PPFPP Committee) – HF	NA	Laura Brown - LA	A
Kareen Baker – KB (Vice Chair TLPC Committee)	Y	Yusra Hussein - YH	A
Simin Soleimani Darino	NA	Tsedey Yilala – TY	NA

\* Y attended, A apologies approve, NA no apologies.

Clerk Lena Seed

#### OTHERS PRESENT

Bernie Mukasa – (DHT & SENCO) - BM	
------------------------------------	--

1	WELCOME & APOLOGIES FOR ABSENCE	Action
	<p>The Chair welcomed everyone to the meeting and noted the meeting was quorate.</p> <p>Apologies were received and accepted from Yusra Hussain and Laura Brown due to work Commitments.</p> <p>Tsedey Yilala, Simin Soleimani Darino and Henry Fraser did not attend the meeting</p>	
2	ELECTION OF CHAIR	
	Mark Cheshier was unanimously elected chair of the governing body for the academic year.	
3	ELECTION OF VICE -CHAIR	
	Will Young was unanimously elected chair of the governing body for the academic year.	
4	DECLARATIONS OF INTEREST	
	<p>Governors were invited to declare business interest against any agenda item. None were declared.</p> <p>The Clerk reminded governors to update their declarations of interest on Governor Hub.</p>	
5.	Notification of AOB	

	The Clerk tabled bank mandates and credit cards HT tabled Disposal of assets.	
<b>6.</b>	<b>Chair's update</b>	
6.1	<p><b>Strategy Day</b> The Chair reported the Strategy day had focused on a thorough review of the SEF and Discussion of SIP priorities for the Academic year 2021-22. The priorities and key actions for which had been agreed.</p> <p>The focus in in the medium term continued to maintaining high standards and excellent provision for the community against a difficult financial situation as well as ensuring the best possible systems continued to be in place for managing SEND.</p>	
6.2	<p><b>Governor Vacancies</b> The Chair reported on significant vacancies. Resignations had been received from Henry Fraser and Elena Lonardonni both on the PFPF committee.</p> <p>Henry Fraser had indicated his willingness to remain on the board until his replacement could be appointed.</p> <p>Laura Brown had also indicated she may not be able to continue and Simin Soleimani Darino's term would end on 28<sup>th</sup> September.</p> <p><b>Vacancies:</b> Coopted governors - 3 Parent governor - 1</p> <p><b>Skills:</b> The ideal skills for the board were recorded as H&amp;S, SEND, Finance, Premises</p> <p><b>Actions:</b> Chair to ask Laura Brown and Henry Fraser to attend committee meeting in November. Chair to recruit co-opted governors HT to arrange parent governor election.</p>	
<b>7.</b>	<b>Committee memberships and Link Governor roles</b>	
	<p>The governors considered committee memberships and link governor roles and agreed to defer the full discussion until new governors had been recruited.</p> <p>The following existing link governors were confirmed: Mark Chesher – Safeguarding Will Young – Date and Attendance Laura Brown - SEND Tsedey Yilala – Health &amp; Safety Yusra Hussain – STEM</p>	
<b>8.</b>	<b>Governor's code of conduct</b>	

	<p>The Governors approved the revised Code of Conduct which included the following substantive updates:</p> <ul style="list-style-type: none"> <li>• The Nolan Principles of public life</li> <li>• The statement: We will not discriminate against anyone and will work to advance equality of opportunity for all.</li> </ul> <p>The Code of Conduct was signed by the Chair.</p> <p><b>Action: The Clerk asked Governors to sign the new Code of Conduct on Governor Hub</b></p>	
<b>9.</b>	<b>Minutes and matters arising from previous meeting</b>	
9.1	<p>The Governors unanimously approved the minutes from the meeting on 17<sup>th</sup> June 2021 as an accurate reflection of the meeting and the minutes were duly signed by the Chair.</p> <p>The Chair signed all minutes previously approved on Governor Hub.</p>	
9.2	<p><b>Matters arising:</b></p> <p><b>Actions carried forward.</b> The Clerk was reminded to table the following items at TLPC</p> <ul style="list-style-type: none"> <li>• Review of impact of not having music specialist teacher</li> <li>• Report on impact of diversity of new texts.</li> </ul>	
<b>10</b>	<b>Head Teachers report</b>	
	<p>The Governors received the Headteachers report.</p> <p>The HT noted the following key items:</p> <ul style="list-style-type: none"> <li>• The year had started positively with parents reporting children were happy to be back.</li> <li>• Evident that there is substantial work to do in respect of academics with particular focus on early reading and a review of how phonics are taught.</li> <li>• Children had been assessed in year 1 and 3 main groups had been identified where all children were being taught by the teacher with the 2 lower achieving groups receiving 2 phonics sessions per day and the higher achieving group 1 session with some additional extension work.</li> <li>• Focus on excellent teaching and narrowing the gap between groups.</li> <li>• In reception English language is poor with a very high level of SEND needs.</li> </ul> <p>In addition, the HT noted a concern around the ability to recruit high quality TA's required for the effective provision of the Pupil Premium interventions and noted it may be necessary to offer 1 year contracts to attract higher quality candidates.</p> <p>The HT also recorded a concern about the regression over summer holidays which was more evident than prior years. However, the HT was confident the children would settle into the routine of learning well this term through a focus on wellbeing alongside gradual increases in expectations and with the support of the parents.</p>	

	<p>Finally the HT noted the concern that number on roll were very low with spaces in every year group except year 3. However, she also noted that there were in excess of 460 Afghan children of primary age in the Borough.</p> <p><b>Q: how is the SLT without Debra Easter?</b> The HT replied there was clarity about roles and responsibilities but also a real need to work together and supporting Reena Merali and Bernie Musaka who were both teaching and taking on leadership roles. The HT noted she was confident a clear strategy was in place and being communicated.</p>	
<b>11.</b>	<b>Analysis of SIP 2020/21</b>	
	The governors received the evaluated 2020/21 SIP and noted that in the circumstances it was a good year's work with some good successes including the substantial distribution of Chromebook and 100% of children having been able to access learning during lockdown.	
<b>12</b>	<b>Approval OF SIP 2021/22</b>	
	<p><b>The Governors received the 2021/22 SIP and noted the 3 key priorities:</b></p> <p><b>Priority 1- Pedagogy</b> Refine the use of a range of pedagogical approaches in all classrooms in order to promote the best possible progress for all pupils across the curriculum</p> <p><b>Priority 2-Closing gaps</b> Continue to plan and deliver a range of targeted interventions that support the most vulnerable to catch up and make accelerated progress.</p> <p><b>Priority 3 - Wellbeing, Ambition and Positivity</b> Build upon and embed actions taken to promote wellbeing, ambition and positivity amongst pupils, staff and parents</p> <p><b>APPROVAL</b> <b>The Governing Body unanimously approved the 3 priorities and actions in the SIP.</b></p> <p>The Governors discussed the success criteria set out in the SIP in detail in and in particular noted the following items:</p> <p><b>Pedagogy:</b> During the course of last year pedagogy had been predominantly focused on direct teaching due to Covid, however, the SIP envisaged a return to basics using the most up to date literature and evidence bases with a focus on the articulation of the pedagogical approach throughout the school .</p> <p><b>Ambition:</b> the Governors noted the importance of children being ambitious and engaging in ongoing enrichment activities. The Governors agreed the school excelled at setting up childrens' own expectations of where they aim to be aged 16 and what they need to do now to achieve this and discussed the creation of Vox Pop videos setting out their ambitions.</p> <p><b>Actions:</b></p>	

	HT to preface the SIP with a strategy statement and consider the inclusion of data points in respect of expected levels of progress, parent satisfaction and the current attainment gap as well as for enrichment and the articulation of pedagogy at Argyle.	
<b>13</b>	<b>Analysis and impact of Sports Funding, Pupil Premium and Corona Catch up premium</b>	
	The Governors Received and noted the Analysis of the 2020-2021 Sports Funding, Pupil Premium and Corona Catch up Premiums	
<b>14.</b>	<b>Plan for Sports Funding, Pupil Premium and Corona Catch up premium 2021-22</b>	
	<b>APPROVAL</b> The Governors received Sports Funding, Pupil Premium and Corona Catch up Premium Plans 2021-22 which were approved.	
<b>15</b>	<b>Camden School Scorecard</b>	
	The Governors received the data in the Camden scorecard and noted Camden were not concerned with any categories. The HT confirmed the website was now compliant.	
<b>16.</b>	<b>Parent Questionnaire</b>	
	The governors were pleased to receive the parent questionnaires and noted really positive parental feedback right throughout the year groups with no comments raising cause for concern.	
<b>17</b>	<b>Self-evaluation summary</b>	
	Governors received the SEF and noted the clear focus on attendance.	
<b>18</b>	<b>Policies</b>	
	<ol style="list-style-type: none"> <li>1. Safeguarding (Child Protection)</li> <li>2. Antibullying</li> <li>3. Allegations against staff</li> <li>4. Peer on Peer abuse and sexual violence</li> <li>5. School's online safety policy</li> <li>6. School's safer recruitment and staff conduct policy</li> <li>7. Searching screen &amp; confiscation</li> <li>8. ECT (Early Careers Teacher) – formerly NQT policy</li> <li>9. SEND</li> <li>10. Charges &amp; Remission</li> </ol> <p>The Governors noted the significance of the changes in KCSIE. The HT confirmed all staff had attended safeguarding training in January with subsequent updates and further all staff</p>	

	<p>training to be scheduled this term. The governors noted the need for new governors to attend up to date safeguarding training and all governors to be up to date with the changes in KCSIE.</p> <p><b>APPROVAL</b></p> <p>All policies approved were unanimously approved</p>	
<b>19</b>	<b>AOB</b>	
	<p><b>APPROVALS</b></p> <p>The governors unanimously approved the Disposal of assets as tabled and noted Camden disposes of redundant IT Equipment securely.</p> <p>The governors unanimously approved the following bank signatories to replace Debra Easter:</p> <ul style="list-style-type: none"> <li>• Reena Merali (assistant headteacher) as a cheque signatory</li> <li>• Bernadette Mukasa as a procurement card holder</li> </ul>	
<b>20</b>	<b>Confidential Items</b>	
	None	
<b>21</b>	<b>Dates of next meetings</b>	
	<p><b>11/11 -TLPC 17.30</b></p> <p><b>18/11 – PPFPP 17.30</b></p> <p><b>9/12 – FGB 18.00</b></p>	

There being no further matters to discuss, the Chair thanked those present for attending and closed the meeting at 19.32.

Mark Chesher, Chair

Board of Governors, Argyle Primary School