

Coleridge Primary School Governing Body

Minutes of the Governing Body meeting held on Thursday 20th January 2022 at 6.30pm Coleridge Primary School

Attendees:

Representative Governors

*Melian Mansfield (19-01-2026)

HeadTeacher Governor

*Leon Choueke

Staff Governor

*Stuart Goodey (20.11.2023)

Parent Governors

*Claudia Simms Abram (01-03-2023)

*Morinade Akinbobola (05.11.2024)

*Nomi Tysman (30.11.2024)

Co-opted Governors

*Eddie Webb (26-09-2022)

*Richard Holmes (01-02-2022)

*Elena Wolf (28-01-2023)

*Lorraine Gerrard (19-11-2025) – **Chair**

*Jean-Michel Garcia-Alvarez (10-02-2025)

*Tim Ibbotson (26-09-2022)

*Selin Akyildiz (26-09-2022)

*Georgia Norton (23-01-2023) **Co-Vice Chair**

*Fergus Todd (18.11.2024)

*Debby Kuypers (09.11.2025) **Co-Vice Chair**

*denotes governor present

^denotes governor absent

^Matt Chick – Associate Member

*Darren Heath – Associate Member (27.09.2022)

*Ben Strange – Deputy Head teacher

*Nina Grimes – Deputy Head teacher

*Louise Foulkes – Assistant Head teacher

*Corinna Philips – Assistant Head teacher/ SENDCo

*Helen Holloway, Senior Clerk, HEP

Part 1

PRESENTATION – The Wider Curriculum (History and Geography)

The meeting commenced with a presentation by Simon Shiel – Year 5 class teacher and lead on the wider curriculum. The Chair thanked Simon for his excellent presentation.

1 BUSINESS

1.1 WELCOME AND APOLOGIES

1.1.1 The Chair welcomed everyone to the meeting. Apologies received and noted from Fergus Todd. The meeting was quorate.

1.2. GB MEMBERSHIP

1.2.1 Melian Mansfield's proposal to take on the role of the local authority governor has been approved by Haringey; the GB approved the appointment of MM as the local authority governor with effect from 20th January 2022 for a 4 year term.

1.2.1 Richard Holmes ends his term of office as a co-opted governor on 1st February 2022. The GB **APPROVED** the re-appointment of RH with effect from 2nd February for a 4-year term.

1.2.3 Matt Chick ends his term as an associate member on 10th February 2022.

1.2.4 Corinna Phillips will re-join the CCC with immediate effect.

1.2.3 It was reported Georgia Norton is stepping down from her role as a co-opted governor in the summer term 1. There will be a co-opted governor vacancy. It will be necessary to find a replacement for the Chair of CCC.

1.3 GOVERNORS' DECLARATIONS OF INTEREST WITH ITEMS ON THE AGENDA / REGISTER OF INTERESTS

1.3.1 No declarations made.

1.3.2 No late items to report.

1.4 MINUTES OF THE PREVIOUS MEETING

1.4.1 The minutes dated 18th November 2021 were **APPROVED** by the GB with one amendment:

3. POLICY REVIEW – The Online Safety Policy is still being reviewed and was not approved.

The minutes were signed by the Chair.

1.5. MATTERS ARISING FROM GB MEETING HELD 18TH NOVEMBER 2021 NOT COVERED ELSEWHERE ON THE AGENDA

1.5.1 In autumn 2 there was a proposal for an advisory group / workshop to be set up to encourage others from all diverse groups in the community to join and learn more about being a governor. It was recommended this advisory group is part of the EDI plan.

Any ideas for the diverse advisory group should be emailed to the Chair of Governors.

ACTION: GB

1.5.2 It was recommended the GB sets up an Ofsted working party; expressions of interest to join the working party should be emailed to the Chair of Governors.

ACTION: GB

1.5.3 The Chair requested that all governor visits to the school are documented, and visit summaries filed on Governor Hub; this will ensure the school has a comprehensive log of all governor visits to support Ofsted.

ACTION: GB

2. SCHOOL IMPROVEMENT

2.1 NEW INSTRUMENT OF GOVERNMENT (IOG)

2.1.1 The local authority has approved the revised Instrument of Government (IOG) showing a reduction in size from 18 to 16 governors. The final copy of the IOG was circulated on Governor Hub to the GB for information.

2.2 HEADTEACHER'S REPORT (Presentation)

The Head Teacher gave a presentation on *Where is Coleridge as a school* focusing on the aspirations of the school, the purpose of the school and the changes brought about by the pandemic.

Coleridge school is identified as a special unique place and often described by some students as a second home

The Head Teacher spoke about four important factors of development identified which are interconnected and how Coleridge meets this and can continue to develop and improve in these areas to ensure children thrive:

- i. Intrapersonal (develop sense of self)
- ii. Interpersonally (develop and sustain meaningful relationships)
- iii. Societally (Active role in various communities)
- iv. Globally (our place, role and responsibility to our planet).

The school is developing the Caring Coleridge Charter using the school's logo which shows a circle of hands all interlocked together and the colours symbolise the strands of colour of each class. The children have been asked to identify three ways their class is caring to assist with promoting the school's core values of caring, creative and resilience promoted in every child's development. The aim is for the children and the staff to revisit this activity, as they need to do so.

The School Community:

During the first national lock down there was a real sense of a diverse community coming together. The school now has to work at reconnecting the school community, as this has fragmented during the changes during lockdowns. Further work is required to find ways to bring the community back together again so every member of the community feels they have the opportunity to participate and have their say.

The School will thrive globally. Children will learn about the threats in our world: climate crisis; resource depletion; destruction of biodiversity and these subject areas will be linked to the curriculum to support children's learning so they understand the world they live in and can embrace it.

Creativity is one of the core values at Coleridge School and the school is strong in the arts (music, drama, art rooms, and forest school) and creative throughout teaching of all subjects. There are many opportunities for the children and it is important to ensure these opportunities are accessible to every child including pupil premium children.

The staff are teaching a broad and balanced curriculum which includes Maths, English, Science, Design Technology, history, geography, art and design, music, physical education including swimming, computing, Latin (KS2), religious education, personal, social and health education (PSHE).

The Staff team are passionate about becoming an eco-school, and the school has joined the Eco schools project. The school is recruiting an eco-committee made up of adults and children; the eco-committee will conduct an environmental review. It is important to involve as many children as possible to give them real experiences in developing the eco-school.

The Chair on behalf of the GB thanked the Head Teacher for his presentation. The Power Point presentation will be circulated to the GB on Governor Hub.

2.3 SELF EVALUATION FORM (SEF) / SCHOOL IMPROVEMENT PLAN (SIP):

2.3.1 The Headteacher confirmed the SEF / SIP has been updated since November 2022; the latest version of the SEF will be circulated to the GB on Governor Hub.

ACTION: Headteacher

2.4 COMMITTEES

Clerk's Note: Committee Minutes are approved and signed at GB meetings (as previously agreed by the GB).

2.4.1 The GB approved the Minutes of all the Committees

2.4.2 THE ENVIRONMENT, HEALTH AND SAFETY COMMITTEE.

DK reported. The minutes of the recent EHSC meeting, held on 13/01/2022, were circulated to the GB on Governor Hub, and **agreed** by the GB. The following items were highlighted:

- The playground project is complete and handed over to the school. The Chair on behalf on the GB, thanked DK and all involved in completing the playground project.
- The School is looking at achieving Eco School accreditation. (See HT's presentation)

2.4.3 RESOURCES COMMITTEE

RH reported. The minutes of the recent Resources committee meeting held on 17/01/2022 were circulated to the GB on Governor Hub and **agreed** by the GB.

The following items were highlighted:

- FT, on behalf of the resources committee, has agreed to continue financial monitoring of the school improvement targets.
- The Resources committee will report to the parents on how the Coleridge Voluntary funds are spent.

Budget Update:

- The forecast shows a £30k in-year deficit.
- There is a £96k surplus forecast at Year End. This figure includes a contribution from Coleridge voluntary funds. The current budget includes a staff pay freeze, and does not incorporate the increased utility bills and increased catering costs.

2.4.4 CHILD AND COMMUNITY COMMITTEE

GN reported. The minutes of the recent CCC Meeting, held on 12/01/2022, were circulated to the GB on Governor Hub, and **agreed** by the GB.

The areas of focus at the recent Committee meeting included:

- New reading books
- Wellbeing links
- Catering
- Discussion around using technology for parents evening

2.4.5 CHARITIES AND SPONSORSHIP COMMITTEE

No items to report.

2.4.6 SEND
EWolf reported.

- Parents coffee morning, for all parents, arranged for 24th March 2022; the theme will be Autism ADHT.
- The SENDCo will be commencing the SENDCo training programme with effect from February 2022.
- An update on the SEND base will be provided at the next GB meeting

2.5 GOVERNORS' TRAINING AND VISITS

AUTUMN TERM 2021 – TRAINING		
January 2022	Safeguarding and Protecting Pupils	NT

AUTUMN TERM 2021 – GOVERNORS' VISITS		
Early Years Link Governor	January 2022	GB – Visit to Nursery and Reception
Health & Safety Link Governor	January 2022	DK – Two playground site visits

3. **REPORTS/DECISIONS / POLICIES / TASK GROUPS**

3.1 CHAIRS ITEMS

The chair previously responded to the local authority's consultation on using the school as a polling station to express the school's opposition to closing part of Coleridge Primary school for elections. The local authority received four responses; in conclusion, the local authority has confirmed to the Chair, that Coleridge primary school will no longer serve as a polling station.

3.2 SAFEGUARDING

No items to report.

3.3 BUDGET UPDATE

See Committee reports (2.4)

3.4. POLICY REVIEW

No policies to present.

3.5 PUPIL PREMIUM STRATEGY 2021-2022

The Pupil Premium strategy for 2021-2022 was circulated to the GB on GovernorHub and **APPROVED** by the GB.

3.6 ANY OTHER BUSINESS

It was reported The Coleridge Cook Book – issued 2021, is to be placed in the archives of the British Museum library as one of five examples of the nation's response to lockdown. The Chair congratulated GN for her involvement.

GB MEETING DATES 2022

<u>SPRING TERM</u>	Thursday 10 th March 2022 @ 7pm
<u>SUMMER TERM</u>	Thursday 12 th May 2022 @ 7pm
	Thursday 30 th June 2022 @ 7pm

Clerk's note: Part 1 of the meeting ended at 8.20pm.

Staff left the meeting

Part 2 follows.

Chair of Governors..... Date.....
Coleridge Primary School Governing Body

ACTIONS FROM GB MEETING HELD 20TH JANUARY 2022

Minute Ref	Action	By Whom
1.5.1	<p>The proposal for an advisory group / workshop to be set up to encourage others from all diverse groups in the community to join and learn more about being a governor. It was recommended this advisory group is part of the EDI plan.</p> <p>Any ideas for the diverse advisory group to be emailed to the Chair of Governors.</p>	GB
1.5.2	<p>It was recommend the GB sets up an Ofsted working party; expressions of interest to join the working party should be emailed to the Chair of Governors.</p>	GB
1.5.3	<p>The Chair requested that all governor visits to the school are documented, and visit summaries filed on Governor Hub; this will ensure the school has a comprehensive log of all governor visits to support Ofsted.</p>	GB
2.3.1	<p>The latest version of the SEF will be circulated to the GB on Governor Hub.</p>	HeadTeacher