

Minutes of the Full Governing Board meeting

Monday 12 May 2025 at 6.00 pm

Membership

Name	Initials	Term Expiry Date	Governor Category
Leon Choueke	LC	N/A	Head Teacher, Ex-officio(1)
Debby Kuypers (Chair)	DK	09-11-2025	Co-opted Governors (7)
*Richard Holmes (Vice Chair)	RH	01-02-2026	
Nomi Tysman	NT	01-12-2028	
Jean-Michel Garcia-Alvarez [remote]	JGA	10-02-2029	
Becca Monahan	BM	17-11-2027	
Michael Wang	CW	01-07-2028	
Andrena Emin	AE	04-02-2028	
*Melian Mansfield	MM	19-01-2026	LA Governor (1)
Kirsten Schmidt from 6.30 pm	KS	04-02-2028	Staff (1)
*Sarah Boffey	SB	05-01-2029	Parent Governors (2)
Ian Chapman	IC	05-01-2029	
Also in attendance:			
*Tim Ibbotson	TI	N/A	Asst HT
*Ben Strange	BS	N/A	Deputy HT
Ben Miller	BMi	01-07-2028	Associate Governor
Eddie Webb	EW	01-12-2028	Associate Governor
Morinade Akinbobola	MA	01-12-2028	Associate Governor
*Claudia Simms Abrahm	CSA	04-02-2028	Associate Governor
*Corrina Phillips	CP	N/A	Asst HT and SENCO
*Louise Foulkes	LF	N/A	Deputy HT
Adam Crosier			Clerk

* Denotes absence

PART 1

1. Welcome, introductions and apologies for absence

DK opened the meeting at 6.10 pm and welcomed everyone to the meeting.

Apologies had been received from RH, MM and SB for reasons of prior commitments.

These were accepted.

The meeting was quorate.

2. Declarations of interest, pecuniary or otherwise in respect of items on the agenda

None.

3. Governing board business

- Membership

Succession planning: DK reported that she had received an application for a governor position.

Also, a former co-opted governor, Georgia Norton, was keen to be involved in school life, possibly as an Associate Governor.

LC reported that there were challenges with the management of Coleridge Families (CF). He said that Georgia Norton would be good to include in lining with CF, looking in particular at parental engagement. DK said that she would report back at the next meeting of the FGB.

- Training

DK reminded that there was a commitment to undertake regular training throughout the year and to document this on Governor Hub.

AE reported that she had undertaken 2 x sessions: safeguarding training and managing difficult issues via HEP.

MW had also undertaken training since the previous meeting.

- Visits

SEND: AE asked for guidance relating to the SEND Action Plan. She reported that there had been 3 items on the plan. There had been an audit on SEND by Judicium that had focused on preparing for Ofsted. During her most recent visit CP had said that there should no longer be an Action Plan for SEND. AE said that she would value guidance on this.

DK said that SEND was not a formal SDP item and LC said that the Judicium had not provided value for money. He said that his preference was to drop the Action Plan because of the planned changes to the role of SENCO and SEND management at the school in the coming months. He said there was a need to embed the new arrangements as a priority, and that this would focus on the hand-over of the SENCO role when CP retired from the role in October.

Q. MA asked what would happen to the outstanding items on the Action Plan

A. LC said that these were being addressed in any case, but during a period of transition, it was best to be mindful of the imminent changes.

Q. AE asked about how to respond to the demand for parent engagement on SEND, something that had been identified as a concern. She said that parents would like a coffee morning, but CP had pushed back by saying these events tended not to be well attended.

A. LC said that there should be an evaluation of SEND parental engagement once the new post was filled and the new SENCO settled in post.

Q. JGA asked whether the resources available to support children with an EHCP were sufficient.

A. LC said that they never were, but that the school always did its best despite the lack of both financial and human resources. He said that it was likely that between now and September there may be 1-3 children with EHCPs who would join in Reception.

Q. IC asked about the quality of staff appointed via agencies v the school's own staff.

A. LC said that there were several 'agency' staff who were known to the school and who were very good. The principal challenge was financial rather than about the quality of staff.

LC reported that when governors came to assess/evaluate the SDP, he asked them to consider whether key priorities had not just been 'met' but whether they had become 'embedded' in the school's culture. He said that he had been working with the school improvement advisor (SIA) and would circulate a scoring scale to assess the degree to which matters were embedded.

He said that there was a strategy document, but that there should be a commitment to looking ahead 5 years and work out where the school wanted to be and how to get there.

DK said that there was a deep dive meeting of the FGB on 9 June and this could be used for this strategy discussion. Anne Etchells (Director of Haringey Education Partnership) would be invited to facilitate the strategy discussion.

4. Minutes of the meetings 17 and 26 March and 30 April 2025

- Accuracy

The minutes were agreed as an accurate record of the meetings and signed by the Chair.

- Actions

17 March:

ACTION 1: LC to circulate information on racist and bullying incidents to governors.

STATUS: Completed/closed.

ACTION 2: LC to circulate Fair Play's proposal for comments from governors.

STATUS: Completed/closed.

ACTION 3: LC/DK/AC to organise an online meeting of the FGB to approve the SFVS prior to 31 March.

STATUS: Completed/closed

- Matters arising

None.

5. Chair's report

None.

6. Budget review

LC reported that the school had ended the previous year to 31 March 2025 with a deficit of £253,000, some £54,000 greater than anticipated. The reasons for the discrepancy were due to unfunded pay increases, agency costs and matters that had been beyond the control of the school. Over the past few years, the school had seen increases in costs along with attempts to increase income.

A 3-year budget had been produced for the local authority to show that the school was working to reduce its deficit. By 2028 it was hoping to have reduced the deficit to £109,000. This had been agreed with LB Haringey, but it was possible that the local authority may change its position on this in the coming years, given its own financial difficulties. LC reported on efforts to increase income and reduce costs. The main areas were:

- Income from After School Clubs (£25,000 in 2024/25 to £82,000 and rising yearly)
- Income from Youth Club: (£45,000 and rising)
- Cleaning contract: Ridge Crest (saving from £55,000 in 2024/25 to £38,000 in first year of the contract)
- Removing agency staff budget (saving from £80,000 to £20,000)

He said that the school would submit a 3-year budget and deficit recovery plan. He said that the challenges in the current year were an unfunded salary increase for non-qualified teaching staff, plus 1.5% NI contributions, and water bills were also predicted to increase. It remained unclear whether pay increases for teachers would be funded. The school had built in a 3% increase for this item.

A key concern for the school for the current year was that it was £45,000 down on income because the school had 8 vacancies on roll on Census Day in October 2024.

The Coleridge Voluntary Fund

LC said that there had been an element of shock among parents who had learnt of the school's financial position because of his letter to parents. Parents had let him know that there was an appetite for more information. He was planning to hold an online consultation with parents. On a previous occasion when he had done this, this had led to increases in donations of money and time. The livestream session would be held on 21 May at 9.00 am and at 7.30 pm. He asked if governors would help be attending with him.

He said that Catherine West MP had agreed to meet and visit the school, having learnt about the school's financial position. He reminded governors of the inequity in income to the school because of the fact that the school was split over 2 sites.

Caretakers house

There was no update. The school was still in discussion with the local authority as it sought to obtain permission to take over control of the house, to generate income.

Staffing

There would be some turnover of staff at the end of the year. The Lead TA (unqualified TA) would be leaving and would be replaced with a High-Level TA (HLTA).

Teachers pay and conditions

LC reported that these had changed. A teacher on the Upper Pay Scale (UPS) who previously would have to wait 2 years before progression, would now receive an automatic annual increase in pay.

Counselling team budget

LC reported that the level of need remained but that the capacity to resource the service was reducing.

Emotional Literacy Support Assistant

LC said that this was an invaluable service where ELSAs - emotional literacy support assistants (social support, work with counselling service) worked with children in classrooms. He said that he was having to consider whether and where to cut this provision. He said that this was a service that had taken 10 years to establish and that it was distressing to have to consider dismantling the provision.

IC said that for the request for funds from parents, it was important to provide parents with a narrative that went beyond, 'we're asking you to give, so that we can pay for a deficit budget. Even if you give, we're going to cut...'

The WIFI contract

LC reported that this was an essential part of the school's infrastructure. The school had obtained a number of quotes and identified a preferred contractor that would cost around £20,000, requiring the approval of the board.

Q. IC asked about ongoing support and licensing, should the system fail or require upgrading and BM asked about the experience from other settings that uses this service.

A. LC proposed that subject to the response to these questions, the proposal be approved.

Q. MW asked where the capital expenditure priorities lay.

A. DK said that there was no capital expenditure in the budget. The school would have to fund these items (carpeting and lighting) from the maintenance budget.

Q. IC asked if CIF bids had been submitted for lighting and similar matters.

A. LC and DK said that the school had, but that the experience had been disappointing on this matter.

Governors acknowledged the deficit budget for 2025/26 and the 3-year deficit repayment plan.

7. Headteacher's report

LC reported that the parents survey had involved 378 parents and overall, the findings had been very positive. The main themes were modern foreign languages (MFL), because of the limited teaching of this subject.

The Ofsted inspectors had said that the survey was very good.

He reported that the racial equity development board would invite parents to the school to explore experiences of the school among minority groups.

Attendance was positive and continued in the right direction.

There would be a focus on punctuality: there were some children in Y6 SEND who underachieved but were also late regularly. The school needed to do more to work with parents on this matter.

Reception intake was looking very positive. With school closures locally and reductions of PAN, the picture had improved in the current year overall.

Behaviour: there was a continuing focus on addressing behaviour. In Y4 there had been incidents towards a child with ASD (micro-aggressions). This was being tackled.

Citizenship week: was being planned. It would involve 5 areas and all year groups would play a part. Themes included: lost property, litter, food waste. The plan was to develop policies for each of these areas. Y5 to create political parties and to lead on this in the coming year. LC said that he felt it important to encourage children to focus on local matters as well as global issues.

Q. JGA asked what about the homophobic incidents.

A. LC said that work on this was continuing. The school was gearing up for Pride Week, with discussions on different types of families and discriminatory language. 2 x LGBT+ staff members would deliver assemblies addressing these issues.

Q. JGA said he struggled to understand how a child in Y4 could identify as LGBTQ+ or how a student could make this judgement about another pupil.

A. DK disagreed with JGA. She said that the issue was more about the use of derogatory language, along the lines of 'that's so gay'.

KS said that the children learnt this language and behaviour from older siblings, parents and from social media.

LC said that sadly racist, homophobic language was part of society. What was important was the culture that the school established and that it encouraged children to recognise and call out this type of behaviour and language. He reported that there had been 6 reports in the past term.

MA asked whether the school was addressing 'toxic masculinity' as well.

LC said that there were a lot of issues that the children faced and that the school need to address, one of these being toxic masculinity and that this work would continue. There

had been a very important focus on anti-racism, and this would continue, but there was a need to look ahead to how to support children over the coming the years, as children were exposed to more and more intolerance/unpleasantness.

DK reported that the Ofsted report was now published online. She proposed that the governors celebrate after the final FGB on 23 June.

After school provision: Fair Play

LC reported that he had met with Fiona Doyle, the consultant working to support the school with developing its after-school provision. She had said that there was no reason for Fair Play to not meet the requirements expected by the school. LC said that over the Easter holidays there had been a safeguarding concern and he had been impressed by Fair Play's safeguarding expertise. The key area of concern was the booking system (online and digital). He expected a draft contract to be finalised for September.

Q. MA asked about the impact on private after school clubs of the plans with Fair Play and with the school's own Youth Club.

A. LC said that these would continue. He said that they may see a decline, but there should continue be sufficient demand for them to remain popular.

8. Safeguarding

No incidents to report.

9. Policies

None.

10. Any other business

None.

11. Date of next meeting

9 June 2025.

12. Confidential items



Signed..... Date.....
Chair of Governors