

# Minutes of the Full Governing Body Meeting

Monday 17 March 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 <b>(Chair)</b>	DK	09-11-2025	Co-opted Governors (7)
*Richard Holmes <b>(Vice Chair)</b>	RH	01-02-2026	
Nomi Tysman	NT	01-12-2028	
Jean-Michel Garcia-Alvarez	JGA	10-02-2029	
*Becca Monahan	BM	17-11-2027	
Michael Wang	CW	01-07-2028	
Andrena Emin	AE	04-02-2028	
Melian Mansfield (via video)	MM	19-01-2026	LA Governor (1)
Kirsten Schmidt	KS	04-02-2028	Staff (1)
Sarah Boffey	SB	05-01-2029	Parent Governors (2)
Ian Chapman	IC	05-01-2029	
<b>Also in attendance:</b>			
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 Abraham	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 6.05 pm and welcomed everyone to the meeting.

Apologies had also been received from RH and BM. MM joined online.

The meeting was quorate.

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

None.

### 3. Governing board business

- Membership  
Term of Office: JGA was re-appointed as a Co-opted Governor following the end of his term of office.

- Link Governors:  
MC and IC were appointed to focus on Behaviour.  
SB was appointed to focus on Personal Development. LC provided some context to the school's work on Personal Development. He said that the focus in the recent past had been on racial equity. The school was also looking to focus on active citizenship and the world around children. There were plans to develop work with a food bank, monitoring food waste and clothes waste.
- Governor visits

#### Safeguarding

NT reported having met with the school to review the safeguarding audit from October 2024. The report was now online and easy to navigate. There were no areas of concern to report.

#### Quality of education

JGA had met with the school. Everything was going as planned. There were no areas of concern and a number of actions for governors to check before the end of the year. He said that the work of the leadership team to implement the SDP had been impressive. There were areas that had not been easy to implement because they relied on changes by teachers. Overall, the picture was good, but would need to be confirmed at the end of the year.

#### SEND

AE had met with a selection of SEND students from across the school and asked about their educational experience. She provided a summary of her written report.

Headlines included: Y5 students reported positive feedback for setting in Maths. Maths and English had been raised as challenging subjects. Y3 reported staying focused was a concern when other children were misbehaving. Children enjoyed teachers 'doing voices' in stories. They appreciated the support they received when stuck with their work. Having toys (e.g. fidget toys) was also mentioned as helpful. Some children, especially from Y6, felt that there was not enough time to eat at lunchtime. Children reported enjoying not having a uniform, PE, 'golden time', play time outside, experiments in science and time for silent reading.

The children had been selected by CP, some with/without EHCP and a range of communication and physical needs.

Q. DK asked about the lack of time for eating at lunchtime and asked whether this was a general concern or something that only affected SEND children.

A. LC said that there were occasional days when the lunchtime was squeezed because of the need to clear the space. In general, the school actively listened to and responded to the feedback on lunchtimes, but it was very difficult to please everybody all the time.

#### Leadership and management

DK said that she and RH had met with LC. They had discussed how to support parents and carers to connect more to the school, provide better CPD for staff and have an improved strategic plan. They had reviewed continuous feedback, parent surveys, feedback sessions with children, focus groups, the fact that responses to the staff survey from teachers had been more positive than from TAs, and how to address this. On training, she said that there would be a strategy workshop in September, training for teachers and TAs. She said that a priority was for governors to undertake more training.

LC reported that he had circulated an invitation to training on anti-racism for governors and asked that this was conducted before the next FGB meeting.

Q. NT asked about preparations for the talk by Laura Bates.

A. LC said that 40 tickets had been taken and that he expected more to attend. He said that in future, he would want to ask parents what subjects they wanted and how this was best delivered, in person or online or hybrid.

MA said that there was a balance between holding sessions online, with the option to watch back. She acknowledged that in person only was not very inclusive for some parents.

#### **4. Minutes of the meeting 3 and 10 February 2025**

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

Actions:

ACTION 1: LC to include time trend data on behaviour from previous year groups for comparison with the current Y6 cohort.

STATUS: Completed/closed.

ACTION 2: LC to provide predicted outcomes for the Y6 cohort for previous years, recorded in December/January.

STATUS: Completed/closed.

ACTION 3: LC to prepare a costed business plan proposal and to circulate this to governors in advance of FGB in March.

STATUS: Completed but not circulated.

ACTION 4: LC to circulate his paper on the relaunch of the CVF to all governors.

STATUS: Completed/closed.

ACTION 5: LC to present SEND data on behaviour with case studies.

STATUS: Ongoing.

Matters arising

None.

#### **5. Chair's report**

None.

#### **6. Headteacher's report**

LC had circulated a written report and invited comments. He highlighted the following areas.

##### Y6 predicted outcomes 2025

He said that for this group there had been evidence of progress since Y2. He reported that teachers' assessments from Autumn were typically cautious and that he expected to see a significant uplift in the summer SATS tests. He thanked TI for having arranged a programme of booster groups and one to one tutoring, the aim of which were to narrow the gaps in outcomes wherever possible. Mock SATS tests were due to be held in the coming week. At present the focus was on ensuring children were as well prepared as possible to move into secondary education.

Q. MA said that these plans had not been communicated with parents.

A. LC said that this would be communicated in the coming days and weeks.

DK said that she and RH had reviewed communication with parents on data.

LC said that there was a lot of work with staff to standardise teachers' understanding of how to assess work of 'greater depth' (GD) quality.

TI said that in the previous year the school had fallen short on the GD score in Writing (10%) compared with the local authority and national average scores (LA 20% and nationally 12-15%). This was an area that was being managed closely in the current year.

Q. MA asked why Coleridge had performed poorly in this area.

A. DK reminded governors of the deep dive from September FGB, that had explored this matter. There had been concerns with the marking of Writing. TI said that the teaching of Writing had improved significantly in the recent past.

LC said that the current Y6 cohort was not as strong as recent groups, but it was expected that the progress data would show the impact of the education the group had received at Coleridge.

### Behaviour

LC said that this was a constant area of focus. The school had been trialling the Circle of Adults programme (HEP), which took a child and looked at every aspect of the child's life. This was an Ed Psych service (involving experts from Haringey Learning Partnership, Haringey SEND, Haringey Autism Support), and aimed to identify all elements of the child's life and determine where and how best to focus resources. This was a professional intervention with no parents and no child involved. This was helpful, because sometimes the relationship with the parent had broken down.

### Racist and bullying incidents

LC apologised for the oversight of not having included information on this matter in his report and said that he would provide the relevant information separately.

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

### Attendance and unauthorised absence

Unauthorised absence was currently 1.1%.

The school was working hard on attendance, and held regular meetings with concerned families. There was also a focus on tackling punctuality and supporting parents who struggled to get to school.

Attendance was improving year on year and was above the national average. The only times in the year where there were concerns were before and after school holidays. The education welfare officer (EWO) was pleased with the school's attendance figures.

Q. JGA asked if there were specific groups that had been identified who were more vulnerable to low attendance.

A. LC confirmed that children in receipt of PP and that this related also to children who were persistently absent (PA). There were no significant differences between boys and girls. Y6 was an area of concern for PA. This was a cohort of specific concern. LC said that there were a small number of children in the year with significant social problems.

Q. JGA asked whether children were being taught more at home because of dysregulation.

A. CP said that there had not been an increase in home school teaching.

There followed a discussion on the role of 'robots' for students who experience emotionally based school avoidance (EBSA).

NT said that she had experience of it and it was a means of ensuring their children were able to participate in class and with peers albeit via a video link.

#### Counselling service

LC said that this service had shrunk in the current year because of finance and that it may have to again. The figures in his report showed the impact on the children, families and teachers/classes.

LC said that the school had failed in a bid for a grant for the service. The response on another grant through Tottenham Grammar Foundation, was awaited.

The school was reviewing the possibility of donations for the service to parents.

CP said that the services was very helpful because it was an early response service.

NT said that a questionnaire would help to provided evidence of its impact for families.

Q. MW asked what the consequences of not getting funding would be.

A. LC said that it would lead to reduced capacity. He said that reducing by one therapist would save £16k.

Q. MM asked how many children could be supported at any one time and whether there was a waiting list.

A. LC said that the service provided one to one support for 20 students, family sessions for 43 families as well as group sessions for children and other well being support. He said that the service was currently not meeting the full needs of the school population and that there was a waiting list.

#### Wrap around care

LC provided an update on the WAC provision at the school. He reported that the current provider, Fair Play had been invited to submit a proposal to expand the provision in line with the school's requirements. The proposal had been received and LC and senior staff were considering further questions. No decision had yet been taken about who would be contracted to provide WAC after the current school year. As reported at the previous meeting, there was scope for significant income to the school from an expanded WAC provision. LC said that part of the task was to ascertain whether the proposed financial figures from Fair Play were realistic.

He said that a decision would be taken in the next few weeks as the school needed to be in a position to commit by April. He pointed out that a potential benefit of contracting Fair Play would be not having to commit staff time and resource to WAC, but that this had to be balanced with the potential for income generation for the school.

LC reported that the current Caretakers House would become vacant in July and reminded governors that he would like to convert this building for use for WAC and lettings. He said that he had registered the school's interest with LB Haringey who owned the site and that he would approach individual governors for support to cost a redesign as part of the school's proposal to the local authority.

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

#### Cleaning contract

LC reported that the school had agreed to a new contract for an external cleaning company. There had been a competitive tendering process and while the winning company had not been the cheapest, the references from this company were the best of the three. It was hoped that there would be a saving of £50,000 for Year 1.

#### CVF

LC thanked governors for their help with this. He said that he would send out the CVF donation form to parents in the coming days.

DK asked that in future, governors submit questions on the Headteacher's report in advance of the FGB.

### **7. Safeguarding**

No concerns.

#### Premises

DK reported that there were some matters that had been identified on the most recent site walk. The roof was a concern, and there had been a review of fire doors, which would be subject to works, paid for by the local authority.

LC reported that St Peters and St Gilda's Primary School had closed due to a lack of pupil numbers: there had been just 30 children across the school at the point of closure. Coleridge was looking to take some of the furniture from the school. He reported that Tiverton Primary School was also closing.

### **8. Policies**

Lettings Policy

Debt Recovery Policy

The above policies were APPROVED.

SFVS:

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

### **9. Any other business**

None.

**10. Date of next meeting**

TBA Extraordinary meeting of the FGB to approve the SFVS.

FGB: 30 April 2025

FGB: 12 May 2025

**11. Confidential items**

LC reported that the school had received 2 x complaints. 1 had been resolved at the informal stage. The other was still at the informal stage, and LC was hopeful that it would be resolved.



Signed.....Date.....12.5.25.....

Chair of Governors