

Minutes of the Full Governing Board meeting

Monday 29 September 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 | 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 | 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 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 been received from AE, IC and BM 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

▪ Election of Chair and Vice Chair

Chair of Governors: DK was nominated by LC and seconded by RH. There were no other nominations and DK was elected unanimously on a show of hands.

Vice Chair of Governors: RH was nominated by DK and seconded by LC. There were no other nominations and RH was elected unanimously on a show of hands.

- Membership of the GB

Term of office: DK reported that her term of office was due to expire shortly.

She said that she had spoken with CSA who no longer attended meetings and had agreed to stand down as an Associate Governor.

She reported that Sarah Ward would be added to the board as an Associate Governor.

- Annual pecuniary interest forms: to complete
- KCSIE 2025: to confirm having read and safeguarding training

Compliance: Governors were reminded of the statutory requirement to complete both their annual pecuniary interest form and to confirm having read KCSIE25: both to be completed via Gov Hub. DK asked that these be completed ASAP and certainly before the next meeting.

- Terms of reference, Instrument of Government, Scheme of Delegation, TOR for committees: all were APPROVED.
- Code of Conduct
To be reviewed at the next meeting of the board.
- Link governor roles
Behaviour and Attitudes: MW and IC
Quality of Education: BM and JMC
Leadership and Management: RH and DK
Personal Development: NT and IC
Racial Equity Board: MA and AE
Safeguarding: IC and NT
SEND: AE and MA
Coleridge Families/Parent Engagement: MW
Health and Safety: DK
- Arrangements for Headteacher appraisal review panel
Membership: DK, RH, MW.
Pay committee: JM, RH, LC and DK.
Finance working party: BMi, LC, MA, DK, MW and School Business Manager
LC reported that LB Haringey was due to report on arrangements for teachers pay and how schools should implement pay recommendations.
- Dates of meetings
Deep dive: developing and implementing the strategy: 17 November 2025

FGB 24 November 2025

Deep dive: writing 26 January 2026

FGB: 2 February 2026

- Training for governors
DK reminded governors of the obligation to complete at least 3 sessions of training per year.
- Governor visits
DK reminded governors of the importance to arrange regular visits to the school.

4. Minutes of the meeting: 9 July 2025

- Accuracy
The minutes were agreed as an accurate record of the meeting and signed by the Chair.
- Actions
ACTION 1: LC to invite Georgia Norton to the first FGB meeting of the new school year.
STATUS: Ongoing to the next meeting.
- Matters arising
None.

5. Headteacher's report

LC reported that the start to the term had been positive. There were however challenges: the annual census was due to take place within a week. It was likely that there would be 7-8 vacancies: this equated to around £43,000. these included admissions. Currently there were 120 (119 in school). He said that there were 3-4 tours for parents per week. There was a rumour among prospective parents concerning (the possible lack of) wrap around care provision.

End of year data 2025: LC reported that he was very pleased with the data from 2025. KS2/Y6 outcomes had been especially pleasing. The tutoring at the end of the year had been important. Analysis of different groups showed that there remained a gap between children eligible for pupil premium and those who were not. However, he reported that there was a trend in narrowing the gap in Phonics outcomes in Y1 and in Early Years.

A significant concern and a school priority in the SDP was writing at KS2. To improve this, LC said that there was a need to start early in the school journey to support children with writing. Overall, the results were very pleasing.

DK said that it was good to see that Maths results had improved this year, following a disappointing year in 2024.

LC said that the pleasing aspect was that for children moving to Y7, it was important that they were confident to transition to secondary school. He reported that HEP was looking to assess how children from different primary schools in the borough performed throughout their secondary school career.

Q. JMC asked about the diversity of the school's pupil population. He said that the school felt very 'white'.

A. LC said that there were 38 different languages spoken at the school: children were from families from all parts of the world. On the surface the school may appear less diverse than others, but there was a high level of diversity. He said that the school was very mixed, and its profile reflected the catchment area.

He said that split between boys and girls was a notable feature: in Early Years there was an over-representation of boys.

Cleaning contract: LC said that he was not impressed by the new contractor. The contracted company had not paid staff pensions. The school was not cleaner and the staff were not happy. All of this was in contrast to the references provided by other schools. LC said that he had let LB Haringey know of the concerns.

School roof: LC said that LB Haringey was undertaking an investigation prior to the replacement of the roof. He said that currently it was unclear how the structure was supported. An additional complication was knowing where to accommodate the children while these investigations were being conducted.

He reported that Keegans, surveyors were undertaking the works on behalf of the local authority. He confirmed that this was not a RAAC concern, but buckets were having to be used when it rained.

He said that he was hoping that LB Haringey would provide portacabins in the interim.

Finance report

LC reported that the 1% increase that had fallen on schools to pay for the teacher and support staff pay increase, had impacted the school's finances significantly.

Additionally, he reported that the energy company had not been billing the school for 3 years correctly. The school had now received a bill of £20,000 to cover the period. He said that he was negotiating with the LB Haringey consortium (Corona) over a payment plan. He said that he would take the matter to the ombudsman if an agreeable settlement could not be found.

6. School Development Plan and Data

- Review of 2024/25 and approval of 2025/26 plan
- Priorities and areas for development

LC reminded governors that the board had reviewed the SDP priorities. SLT had further worked on these, and this work was continuing.

7. Estate management and Health and Safety (see above, roof and cleaning)

Covered under item 5.

DK reported that a H+S site walk was planned for the coming week.

SEND: JMC reported that Coleridge was performing well compared to other schools with regards outcomes for children with SEND, based on national and local authority averages.

8. Policies

The policy schedule had been circulated to governors via Gov Hub.
Safeguarding Policy: to be circulated to governors.
Anaphylaxis and allergies Policy: this was under development. LC reported that Coleridge Families had held an event where a child had eaten a nut and had an allergic reaction. He said that henceforth there would be Epi-pens made available on site for such social events, to ensure that anyone with an allergy could have access to appropriate medication.
Mobile Phone Use Policy: this policy was also under development and would be circulated in due course
Racist Incident Policy: LC reported that this policy would be changed to become an ‘anti-discriminatory language policy’ but would be rooted in the anti-racist work undertaken by the school and incorporated in the policy.

9. Any other business

None.

10. Date of next meeting

17 November 2025.

11. Confidential items

Reported separately under Part 2 minutes.

Signed.....

Date.....24.11.25.....

Chair of Governors 