

Minutes of the Full Governing Board meeting

Monday 24 November 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	09-11-2029	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
Sarah Ward	SW		Associate Governor
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 MM for reasons of illness and from JGA and KS 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. Coleridge Families (CF) Presentation and Q+A

Georgia Norton, Chair of CF had been invited to speak to the meeting.

She said that she had joined CF in June 2025 and was keen to align the work of the CF with the school's school development plan (SDP). She outlined the challenge of running the PTA, reporting that over the past year, 8 of 12 members of the CF committee had left and another member was stepping down shortly. She said that CF had lost the habit of meeting as a PTA. It had also lost ways of communicating effectively with parents: for instance, the website was not working.

She said that the purpose of a PTA was to advance educational experience of children, broadly by providing for/filling in the gap of what the governing board could offer.

She said that of the 8 local schools she was working with in the Haringey area, CF was by far the biggest in the group, with roughly twice the funds of other PTAs. The variety and depth of what CF did was extensive. She listed a range of activities and projects that CF had either funded or contributed to. These included, flooring, playground, parenting hub, class parties, branded book bags, gardening, outdoor reading. CF had also saved the school £2,500 in supplies.

Looking ahead, she said that her intention was to develop a strategy that would review CF's processes to get work done for the school, enabling fresh ideas, and to manage the charity effectively. A key challenge was to improve how CF listened to the community, and to unseat some assumptions and to try new things. As an outstanding school, Coleridge should have the gold standard PTA. It needed to build reputation of the school.

Currently, both the administration and finance elements of CF were not good. She said that the committee had felt demoralised last year. There was a need to spend money for the purposes it was raised for, to achieve a level of stability of the PTA. The reality was that there was virtually no one available to run the PTA. And yet, there were many opportunities, including seeking employer matched funding.

She pointed to a couple of case studies of CF's recent activities. The Autumn festival had attracted 1400 attendees and raised £15,000 revenue. However, it was unlikely that the event would be repeated because of the lack of people willing to support CF as volunteers and because of the burden such an event put on a very few individuals.

By contrast, a project called 'Greening West' which involved working with parents on a range of activities including gardening, forest school and developing biodiversity projects had been a huge success and was likely to continue, not least because it had tapped into an area where parents and staff were passionate about the activity and willing to give their time.

She said that an area of concern was that old assumptions about a community ethos, and the willingness of parents to contribute, no longer held true. She reported that this was not unique to CF but was seen at other schools, where PTAs were folding because of a lack of interest and commitment from parents. She speculated that this was part of the fallout from the Covid pandemic.

She identified areas where she felt action was needed to improve CF. These included improving the process for identifying funding requests and developing clearer communication with parents and staff. She said that channels such as Parent Hub were important but poorly used and that there was a huge amount of confusion.

LC thanked GN for her presentation. He said that in his opinion there was a need for CF to develop and communicate a compelling narrative. At the moment it felt that people gave money to CF but did not see where their money went.

He agreed that it would be helpful to align the work of CF with the school

4. Minutes of the meeting: 17 November 2025 and 29 September 2025

- **Accuracy**

DK reported that at the meeting on 29 September both she and RH had their terms of office extended when they had been re-appointed as Chair and Vice Chair. MM's term of office was due to expire shortly, and she was proposed to continue as the local authority governor. This was agreed.

Subject to this amendment, the minutes of both meetings were agreed as an accurate record of the meeting and signed by the Chair.

- **Actions**

ACTION: LC to invite Georgia Norton to the first FGB meeting of the new school year.

STATUS: On agenda. Closed.

ACTION: LC to commission specialist employment legal advice to obtain advice on how to proceed and to report back to governors. RH and DB were reappointed at coopted

STATUS: Completed/closed

- **Matters arising**

None.

5. Reports from link governors

Leadership and management

DB reported that she and RH had met with LC in the previous week to review the action plan.

Quality of education

BM reported that she had met with BF and that they had discussed home learning and had reviewed the school's plans.

SEND

AE reported that she met with the new SENCO and had reviewed the profile of EYFS. This year was more manageable than last year, with 2 EHCPs compared to 5 EHCPs last year in Reception. She had also discussed this role of the SENCO who worked both as a class teacher in Rainbow Class and SENCO. She said that this role should be monitored as there were a large number of teacher reviews for her to attend to, and it was unclear how this impacted her teaching of rainbow class.

LC said that the SENCO had additional time out of Rainbow Class to prepare for teacher reviews. He said that the role was challenging and that there were expectations from parents from Rainbow. He reminded governors that the school had lost a f/t SENCO who had been a member of SLT and that all staff were having to take on additional duties because of the financial position of the school. He was looking at leadership and management matters and working to identify what more middle leaders could do to support.

Safeguarding

NT reported that she had met with BF. They had reviewed the school's provision for online safety. Currently there was one lesson every half term. It had been agreed that the present

focus in need of updating. The online filtering and monitoring systems were working effectively.

5. Finance report

Q2

LC reported that information on Q2 had been circulated in advance of the meeting. The finances showed that the school remained in deficit with a forecasted in year deficit of £321,000, which was £46,000 over the original forecast.

Cleaning contract

He reported that the contract for cleaning had failed and that the contractor Ridge Crest had walked away from the contract. It was likely that Unison would take the company to court for non-payment of staff, although this was a matter between the union and the contractor and not the school.

Meanwhile the finance working party had met and two cleaning companies had submitted tenders for the contract. These were significantly higher than the fee agreed with Ridge Crest but still less than an in-house arrangement. It had been agreed to pursue the lower of the two quotations from Westgate at £240,000 (the contract with Ridge Crest had been for £177,000).

Wrap around care

LC reported that while there was a huge amount of work to take the wrap around care system in-house, there was enthusiasm from parents and that the financial prospects of the move were exciting. He reported that interest from parents was very strong and that Gemma Cox had been working extremely hard to ensure that questions and concerns were dealt with. The system was due to go live in January 2026.

In terms of finances, he reported that a rough calculation was that the turnover for the service was likely to be in the region of £600,000 per year of which around £200,000 would be profit for the school. This was exclusive of income from holiday clubs, which would generate additional income.

He reported that a benefit of the new scheme was that there would be no waiting lists (as had existed with the previous provider's scheme) and the costs to parents would be dropped to £17.75, with Breakfast Club reducing from £8.00 to £7.00.

6. Headteacher's report

Admissions

These were looking positive. The school was running daily tours for parents, some days with 10 parents. This activity was time consuming but worthwhile.

Pupil numbers

These were the same as at the census last year.

Attendance

Attendance was above average and good. LC said that he was looking at systems to improve communication with parents where attendance was an issue.

Quality of education

There had been learning walks with a focus on writing, including looking at sentence composition, leading to the refining of an action plan. There had been a writing moderation session in the previous week led by TI. There would be an exciting new post as Writing Lead. This was across the networked learning community (NLC).

7. Safeguarding

None to report.

8. Premises

LC reported that he was thankful to CF for support in replacing the flooring in reception and carpeting elsewhere.

The concerns with the roof in West were ongoing.

The cleaning contract had been reported under item 5.

9. Health and Safety

None.

10. Any other business

Governors discussed the presentation on CF.

They agreed that streamlining requests for funding was sensible.

Improving communication and staff engagement were likely to prove more difficult.

MW offered to help CF with its communications.

LC reported that a concern was that for the past few years CF had benefitted from having Mel Solomou as a trustee. He said that her husband owned a large property company and regularly contributed resources including manpower that enabled CF events to take place. Mel was due to leave the school next year and this resource would be lost.

Governors agreed that there had been a change in the willingness of people to support community activities and that it was increasingly challenging to engage people willing to volunteer.

11. Date of next meeting

26 January 2026.

12. Confidential items

None.



Signed..... Date.....2.2.26.....
Chair of Governors