Coleridge Primary School

Minutes of the Full Governing Board meeting
Monday 11 May 2026 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	01-02-2030	
Nomi Tysman	NT	01-12-2028	
Sarah Ward	SW	10-05-2030	
Becca Monahan	BM	17-11-2027	
Michael Wang	CW	01-07-2028	
Andrena Emin	AE	04-02-2028	
Melian Mansfield	MM	26-11-2029	LA Governor
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
*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 in attendance.
Apologies had been received from RH 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
DK reported that Jean-Michel Garcia-Alvarez had resigned since the previous meeting.
Sarah Ward was proposed and appointed as a co-opted governor. Sarah would take on link responsibility for the Curriculum.
DK also reported that RH had informed her that he intended to step down from the board at the end of the year and said that MW was willing to stand as Vice Chair.
She said that the board currently lacked a governor with skills related to finance and that efforts would be made to identify a suitable candidate.

She added that there had been an expression of interest from a parent with children in Y3 and Y1 to become an Associate Governor. This was approved and the individual would be invited to the next meeting of the board.

<u>Reports of training</u>
DK: Unconscious Bias training provided by Ihasco.

<u>Reports of visits</u>
SEND: AE reported on her visit to the school from 14 April. She said that she had met with children with SEND from Rainbow, Reception and all year groups. The format of her visit had been similar to the previous year. Key findings included evidence of a school culture that was built on kindness with strong peer support.

Challenges were identified in KS2, with reports of inconsistent access to adult support, barriers to learning in relation to literacy and maths in Y4 and Y5. Several children discussed their concerns about the classroom environment being noisy and disruptive. There were also concerns about fairness and inclusion, with children reporting that sanctions were imposed on the whole group and not the individual(s) responsible for poor behaviour. Some children were found to have low confidence in seeking support in KS2. In the playground, there were concerns that it was sometimes over-crowded. There was dissatisfaction with school meals. Children wanted to have an effective student council but said that this had low activity.

Needs identified included: more one to one support especially at KS2 and better understanding of needs, and a quieter learning environment. Need for more emotional support and access to teachers and adults. AE said that the children were very talkative in interviews and that there was not really an outlet in school for their concerns to be heard. She suggested there should be more focus on pupil voice. AE said that the findings were very similar to the previous year.
Priorities: action plan for next year and how to best share with SLT the findings from the report.

LC said that some of the findings related to both children with SEND and other children, and that it would be important to reflect on similarities and differences between the groups.

<u>Quality of education</u>
BM reported that her visit with BS, which had included a learning walk, had focused on writing and on the consistency of teaching, areas identified in the school development plan. She had been impressed by the consistency of the use of 'cold calling' in class and of the use of working with partners. She had reviewed Y2 children's books and noted a big difference between older and younger children in the year group. There had been very little disruption observed. There had been very good one on one teaching with TAs.

<u>Safeguarding</u>
NT reported that there were new statutory guidelines relating to the recording of physical restraint. She had discussed with staff in Rainbow class how they would incorporate these guidelines. She reported on online safety and the fact that there was a schedule for all staff to complete training on an annual basis. She had also discussed children who were on a reduced timetable, of which there was just one, and children who had a social worker.
She reported that there had been an apparent increase in violent behaviour by children with high levels of need.

She added that IC would take over the safeguarding link role from at the end of the year.

Behaviour and attitudes
Did not meet.

Personal development
MA reported she, MM, SB, AE and LC had met online, and had discussed online safety. The school was now a smart phone free school and there had been few complaints about this development. There had been a discussion about resilience building, e.g. when children were not selected for plays/football etc.
Racial equity: LC had reported an incident of anti-semitic abuse. Staff were working with children and some families to develop a response.
LC reported there was now a better strategic approach to race and literacy and that staff now felt more confident in this area. She said that LC would share with governors training with parents from South Asian communities and also training with Turkish and Muslim parents.

Leadership and management
DK and LC had met and discussed how to improve communication with parents. The school was looking at how to streamline online and face to face parents' meetings. LC said that parents' meetings that took place in the main hall were not of good quality in general, because of the surrounding noise, which made it hard to hear and to hold an intimate conversation. Alternative options included holding meetings in classrooms or reducing the number of teachers in the hall.
He reported that a lot of SLT time was being used to cover PPA and that he was working to develop plans for how middle leaders could step up to take on this role.

DK reported that the initial phase of the wrap around care programme was complete, and the scheme was working well. The next steps were to expand the holiday provision. The school was also reviewing breakfast club provision, with breakfast for all to become mandatory from September 2027.

LC reported that in relation to fund raising, the key lesson was that there was limited interest in paying into the voluntary fund to contribute to the general budget, but that there was more interest in contributing to fund specific projects, for instance £3,000 to purchase pens, pencils and glue sticks.
He reported that the school was developing its work on how to manage the development of artificial intelligence (AI). This would include developing an action plan that would include training and policies. BS and the IT lead would contribute to this.

4. Minutes of the meeting: 16 March 2026

- **Accuracy**
  The minutes of the meeting were agreed as an accurate record and signed by the Chair.

- **Actions**
  ACTION 1: LC to include SEND income and expenditure at FGB meetings.
  STATUS: On agenda. Closed.
  ACTION 2: LC to pursue proposal to LB Haringey over the use of the caretaker's house.

STATUS: Ongoing. LC said that he had received advice from a property developer, who had suggested that with £10,000 the house could be made liveable and rentable, possibly to teachers. MA asked LC to ask staff if there was interest in this proposal.
ACTION 1: LC to ask staff if there was interest in renting the caretaker's house, if this were to become an option.

From previous meeting
ACTION: SB to share with LC research guidelines for the conduct of focus groups with children.
STATUS: Completed/Closed.
ACTION: NT to post her report on Gov Hub.
STATUS: Closed.

- **Matters arising**
  None.

5. Chair's report
None.

6. Finance report
LC reported that there had been a meeting of the Finance Working Party (FWP) in the morning prior to the FGB.

2025/26: Year end
The school had ended the year with a total deficit of £409,000, some £133,000 higher than projected. The overspend was due to increased staffing costs, increased cleaning contract costs and higher than expected catering contract costs. Also, the amount of income for wrap around care that had been expected from Fair Play had not been received.
However, on a positive note, levels of income and expenditure were now moving closer together after some years where expenditure had outstripped income. He was hoping to record a balanced budget for 2026/27. The current forecast was that the school would end the year with an in-year deficit of £6,000, but it was hoped that this may be reduced.

Key pressures on the budget
He discussed key pressures on the budget. The principal pressure was SEND funding, where the level of income the school received for was much lower than the true cost of providing support. He reported that the school currently had one child with an EHCP that was valued at £30,000 (the cost of a full time TA was £38,000). There was also one child with an EHCP that was valued at £22,000 while most of the rest attracted £9,000. He reported that there were also costs relating to the SENCO/teacher of Rainbow class and 2 x SEND assistants.
Overall, the school employed the equivalent of 36.1 x TAs across the school to support children with SEND at a cost of £1,247,296. It received just £217,000 income via EHCPs.

The other main pressure on the budget was staffing costs. LC reported that as the school had reduced the number of TAs it employed, to reduce costs, it had lost its ability to deploy TAs to cover teacher absences. Consequently, the school was now having to buy in cover for staff absences. In the previous year, it had paid £37,000 to cover 280 days of additional cover.

He reported that it was very difficult to predict and plan for sickness absence.

In the previous year 2 x members of staff had been on long term sickness absence.
In the coming year there were 2 teachers on maternity leave, which meant the school was having to pay their salaries and to cover their costs, which amounted to around £40,000.

Other pressures on the budget included providing cover for planning, preparation and assessment (PPA) time. Every teacher was entitled to 10% of their contact time as PPA with additional PPA time for early career teachers and those in leadership roles. an
LC reported that covering PPA time was very expensive, but that he was reluctant to make any changes in this area, as the offer of the school was a key selling point to prospective parents, and it was critical at this time to ensure that the school stood out as an attractive proposition, when compared with other local schools.

The final area of pressure on the budget was the counselling service. LC reported that the 2026/27 budget included projected expenditure of £44,000 on the service. He said that he was considering whether the service could be made free of charge for children and families eligible for pupil premium but charged on a sliding scale for others.
KS said that children and families were often in crisis at the point they were offered to take up therapeutic groups, and that this service was very much appreciated.

<u>Areas of success</u>
LC reported on key successes relating to the budget. These included the income from clubs, which amounted to around £105,000, the fact that the school had taken on an additional 7 pupils, which attracted an additional £40,000. Most impressive of all was the income the school was now generating from having taken in-house the wrap around care provision. This had generated income of £675,000, with a net profit of around £250,000.
LC reported that there were hurdles relating to the employment status of the staff the school had taken on from Fair Play. The local authority was seeking to have these staff moved onto LB Haringey employment contracts, which would attract pension and other on-costs, that had not been anticipated. LC said that he was taking advice on how to manage this matter.

LC reported that the 2026/27 budget had made provision for an increase in teacher salary costs in line with government advice (i.e. a 6.5% increase over 3 years), but that there was a possibility that this would be challenged by teachers' unions. In addition, all schools were responsible for funding support staff costs, which were due to increase by 3.3% in the current year.

LC reported that he had commissioned Sally Gill, a SRMA advisor, to conduct a bespoke review of the school's budget. This would involve benchmarking the school's budget against similar schools and providing recommendations for efficiencies. The work would be paid for by LB Haringey.

The 2026/27 budget was due for submission by the end of the month, but LC said that he would seek an extension on the 3-year budget until Sally Gill reported.

7. Pupil progress
LC reported that SATs were taking place in the current week. He said that he expected the SATs results to be good overall, and said that for Reading Maths and Writing the school was forecasting the following:
Reading – Expected: 95%, Greater Depth: 61%
Maths – Expected: 86%, Greater Depth 45%
Writing – Expected: 78%, Greater Depth: 15%

He reported that the school expected outcomes in Writing to take a while to translate into improved outcomes at Greater Depth. He said that there were many interventions in the form of booster groups, before and after school and a tutoring programme that had been in place since the previous term. Overall, the school was expecting a good year in terms of SATs results.

8. Headteacher's report

LC had circulated a written report in advance of the meeting. He highlighted that attendance and admissions were both 'good'.
He reported that in relation to behaviour there was a focus on playground behaviour, with clarity over expectations and rules. Having listened to staff and pupils the school had invested in walkie talkies for staff to improve communication at play/lunch times.

Racist incidents: there had been several concerns and he had reminded staff about procedures for dealing with discriminatory language. The school had experienced its first anti-semitic comment in the previous week: this had involved an incident in Y5 and the school was taking advice from LB Haringey in developing its response.

9. Safeguarding

None.

10. Premises

LC reported that repairs to the roof had been delayed again. It was now expected that this work would take place in March 2027.
A new climbing frame had been installed on the Coleridge West playground.
The school was looking to provide more 'quiet' spots in the playgrounds.

11. Health and Safety

Over Easter new fire doors and fire compartmentalisation works had been installed to improve safety.

12. Policies

None.

13. Any other business

None.

14. Date of next meeting

29 June 2026

15. Confidential items

None.

Signed.. Date.......29.6.26...........
Chair of Governors