

fortismere

**Minutes of the Governing Body Meeting
Monday 17th June 2019 at 6pm
Conference Room, South Wing**

Governors present: Neil Amin-Smith, Mark Chapman (*Chair*), Jo Davey (*Co-headteacher*), Pat Dugdale, Peter Harrington, Zoe Judge (*Co-headteacher*), Nigel Linton, Ian Macaulay, Lauren Overs, Wendy Sloane, Megan Sullivan

Staff present: Kirsten Sullivan (*Deputy Headteacher*),

Also present: Clerk: Sam Murray

1. Fundraising update presentation

The meeting started with an update on fundraising written by Maria Demetriou and presented by Co-heads. A copy of the presentation will be placed in the shared area. Governors agreed to send any questions of the presentation to MD.

2. Declaration of interests

There were no meeting specific declarations of interest made by Governors present. Governors were reminded to inform the Clerk of any changes so that the register can be updated.

3. Membership update

Governors received an update on current membership of the GB and noted the vacancies for an LA governor and a Staff governor. Arrangements will be made to recruit new governors.

3.1 Resignation

Harry Dodd had resigned from the governing body on 17th June 2019.

4. Governor training & development

All governors were reminded to check the Haringey governor website for details of training courses and briefings.

5. Chair's action & update

The chair updated governors on any actions completed or ongoing since the last meeting. There were no items to report.

6. Minutes of the last meeting held on 11 March 2019

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

7. Matters arising from the last meeting

All matters arising from the last meeting have been completed or appear as agenda items.

8. Co-headteachers' report

Governors had received a copy of the Co-headteachers' report. Governors discussed the report including:

- **Contextual information** on pupil numbers and the profile of the student body by group was considered. Data on applications for places in year 7 (Sept 2019) was shared. There were 1567 applications for places. Governors noted that home to school distance had reduced even more to 0.50 miles.
- **Attendance data** was shared and showed a slight dip on the same period the previous year. Whole school attendance for the year stood at 95.7%. The Attendance policy has been revised and updated and will apply from Sept 2019. Detailed data on persistent absence was circulated and discussed.
- **Current staffing numbers** were shared with governors and an update on current vacancies was provided.
- **Staff absence figures** were considered and governors noted a further reduction in the staff absence rate.
- One **Management Union Consultative Forum** meeting had taken place. The main issue raised continued to be teacher workload.
- Feedback on **Partnership working** highlighted the lead role that the school is taking in relation to teacher recruitment within the New River Teaching Alliance.
- Governors received an update on the current **whole school review cycle** – interim findings from the Curriculum review were presented to the curriculum committee.
- Figures for **fixed term exclusion, permanent exclusion**, Isolation and C60 detentions were shared with governors. The figures show an increase in all areas. Governors noted the increase in CISOs. Co-heads highlighted that 65% of CISO days were referrals from classroom teachers for poor behaviour in lessons. Behaviour management strategies for teachers is a key focus of our on-going work with Pivotal.
- Governors received predicted data for the summer **GCSE and A level results**. The Curriculum Committee considered detailed data in their May meeting.

8.1 Safeguarding update

The Co-heads updated governors on the staffing team for safeguarding and child protection and feedback to governors on the outcome of the Haringey audit of safeguarding. The school scored 93.2%. The annual safeguarding report to governors will be presented to the curriculum committee this term.

Governors thanked Co-headteachers for their detailed update and report.

9. School Improvement Plan 2018-19 update

Governors received a copy of the **SIP 2018-19** following a review of the school targets. Progress against targets has been marked as red, amber or green. Co-heads outlined final plans for the red areas. SLT are discussing the SIP 2019-20.

10. Alternative provision update

Governors received a briefing paper outlining the proposal for the creation of a joint Fortismere/Highgate Wood Alternative provision. The briefing paper sets out the background and rationale for the project, a project timetable, legal aspects and the resolution to be agreed by governors. Governors discussed the proposal and **agreed** to support the project to the extent of producing a detailed proposal for final review and sign-off in the autumn term.

11 Site development project update

The Chair updated governors on the project and noted receipt of a letter from Haringey, 3rd July giving a formal negative response to funding for the project. Governors **agreed** to form a working party to consider the next steps in light of the letter. MC, PH, WS, LO and Co-heads **agreed** to meet as the working party.

Action: Site working party to meet

12. Combined Resources committee report

The chair gave a verbal report as per the minutes of the meeting held on 5 June 2019 circulated to governors including:

- Update on income/expenditure and progress against the deficit recovery plan. The school had returned to a balanced budget at the end of the licensed period as planned.
- Service level agreements were reviewed and agreed.
- Essential planned projects and IT works were reviewed.

12.1 Approval of the Budget 2019-20

The Resources committee had reviewed the three year budget and agreed figures circulated by AK to present a balanced budget. The committee recommends approval by the full GB. **Full GB agreed the budget.**

12.2 Approval of Pay policy and Teacher Appraisal policy

The Resources committee had reviewed the Pay policy and the Teacher Appraisal policy. Haringey HR have confirmed that these versions are the latest (Sept 2016). No changes are proposed apart from changes to the number of staff in the SLT structure outlined in the policy. The committee recommends approval by the full GB. **Full GB agreed the policies.**

13. Curriculum committee report

The chair gave a verbal report as per the minutes of the meetings held on 27 March 2019 and 22 May 2019 including:

- An interim report on the curriculum review had been presented.
- Progress data for key stage 3 had been scrutinised.
- Predicted data for GCSE/A level results was presented.
- Behaviour plan was presented by Co-heads.
- Attendance data was considered and the Attendance policy was approved.

14. Policies for approval: Complaints policy

Governors received a copy of a revised school Complaints policy. The policy has been updated to reflect latest advice from the Department for Education and in light of the outcome of a parental complaint to the DfE. The DfE had made a number of recommendations regarding the Complaints policy and these have been incorporated. Governors discussed the draft policy particularly the final governor stage. PH has experience of writing complaints policies and will offer some feedback on stage four. A final revised policy will be circulated to governors for approval before the end of term. The revised policy will apply from Sept 2019.

Action: PH to give feedback to the clerk. Clerk to circulate a final revised policy for approval.

15. Any other business

Re-development of 77 Creighton Avenue

An application for the redevelopment of 77 Creighton Avenue has been presented for planning permission. This property borders North Wing. The proposal includes plans to redevelop the existing single bungalow into a block of nine (2/3 bedroom) flats. Governors **agreed** that the school should submit a response to the planning application before the end of term.

Action: Response to planning application to be submitted to Haringey (Co-heads/clerk)

16. Date of next meeting

Full GB and committee meeting dates for 2019-20 will be circulated by the clerk before the end of term.

Meeting closed.