

fortismere

**Minutes of the Governing Body Meeting
Monday 11th March 2019 at 6pm
Conference Room, South Wing**

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

Staff present: Kirsten Sullivan (*Deputy Headteacher*), Florence Fineberg (*Assistant Headteacher*)

Also present: Clerk: Sam Murray

1. Welcome and apologies

Apologies were received from Harry Dodd.

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 Appointment of a new governor

The recruitment panel had met with a potential new partnership governor. The chair outlined the relevant skills and experience and **recommended** appointment to the governing body. All governors **agreed** to appoint Peter Harrington to the governing body as a Partnership governor for a four year term from 12 March 2019.

4. Governor training & development

New governor induction training had been attended by Neil Amin-Smith and Lauren Overs. Ian Macaulay had recently followed a webinar on complaints and the role of the governing body. Pat Dugdale and Wendy Sloane had attended the Haringey annual governors' conference.

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.

5.1 The chair updated governors on a number of freedom of information requests received by the school regarding the sixth form redevelopment project. Information

regarding communication between the school/governors and the local authority had been requested. The chair had liaised with the local authority regarding information originating from Haringey that could be shared. All requests had been completed and information sent out.

5.2 The chair updated governors on a parental complaint made to the Department for Education. The DfE had investigated and issued a complaint report setting out a number of recommendations and actions for the school in light of their investigation. The school is currently working through the report. The chair assured governors that the DfE had not found any non-compliance with statutory duties.

6. Minutes of the last meeting held on 12 November 2018

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.

8. Co-headteachers' report

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

- **Student mobility figures for the school** were considered. Governors discussed the issue of off-rolling which had recently been in the media. Co-headteachers confirmed that they work very closely with the local authority in relation to any school leavers to ensure that students do not become children missing education.
- **Attendance data** was shared and showed an improvement on the same period the previous year. An appointment to the new TLR post for attendance will be made shortly. The local authority Education Welfare Service is currently working with the school on a review of the Attendance policy.
- **Current staffing numbers** were shared with governors and an update on current vacancies was provided. Co-headteachers confirmed that the school is fully staffed. Alternative ways of recruiting and training teachers are being explored.
- **Staff absence figures** were considered and governors noted a reduction in the absence rate. The Resources Committee is looking at absence data in more detail and will report back if there are any issues requiring further consideration.
- Co-headteachers gave governors feedback on recent **Management Union Consultative Forum** meetings. Meetings had been positive and there were no new issues raised.
- Governors received feedback on developments in relation to **partnership working** that were focussing on teacher recruitment.
- Co-headteachers outlined plans to set up an **Alternative Provision (AP)** jointly with Highgate Wood School. Initial plans are to provide approximately five places for each school to open in Autumn 2019. Suitable premises have been identified. Guidance is being sought from other schools that have successfully set up their own AP to learn from their experiences. Lawyers are currently being consulted on the legal status of the provision and to clarify ongoing governance and accountability arrangements. The plans are still in the early stages. Governors discussed the opportunities that this would provide in relation to Fortismere's own students who need an alternative curriculum pathway but also in terms of

developing the AP and making the provision available to other schools. Co-headteachers explained to governors how difficult it can be to find suitable AP for students.

Governors **support the plan in principle** and **requested** an update at the next Curriculum Committee meeting on the student focussed aspects of AP (curriculum, safeguarding etc) and at Resources Committee on the legal, site and organisational aspects.

Action: Further updates on the AP plans to be presented at the next Curriculum Committee and next Resources Committee (Co-headteachers)

- Figures for **fixed term exclusion, permanent exclusion, Isolation and C60 detentions** were shared with governors. C60 detention figures are high as many detentions are being escalated for missing an earlier detention. Behaviour such as forgetting a lanyard is leading to a C60 and this is not the approach to behaviour management that the Co-heads want to take. Staff are receiving training in de-escalating behaviour and senior staff are working on bringing about a cultural change to the way behaviour is managed at the school as well as developing new policies and procedures. Governors **requested** further clarification on the plan for introducing the new approach to behaviour management. Co-heads outlined the Pivotal approach that will see a greater emphasis placed on positive behaviour management and changing behaviour rather negative behaviour and applying sanctions. Governors **agreed** that the Curriculum Committee should consider the school's plan for moving to the new approach and establish what behaviour data and metrics will be presented to governors going forward. Governors **agreed** to hold a Behaviour working party meeting to further discuss issues related to the behaviour plan

Action: Curriculum committee summer meeting to receive a briefing on the behaviour plan and to agree behaviour data for governors (Co-heads)

Action: Behaviour plan working party meeting to be arranged for governors/staff (Co-heads/MC)

- Governors received headline data on **mocks and predicted scores for GCSE and A level results**. The Curriculum Committee had reviewed and discussed the data in detail. Headline figures are pleasing for progress 8 but given the academic profile of the cohort there may be a slight drop in attainment at key stage 4.
- An update on pathways and option choices at key stage 4 and key stage 5 was provided. Co-heads were pleased to report that the range of subjects offered was wider with more BTEC pathways being offered and taken up by students.
- Data on numbers of complaints received was also shared with governors

8.1 Safeguarding update

Governors received data on safeguarding and child protection cases. Co-heads informed governors that Haringey Safeguarding Team are carrying out an audit in school tomorrow. Pat Dugdale, Safeguarding governor, will meet with the members of the team.

9. School Improvement Plan 2018-19 - Interim review

Governors had received a copy of the **SIP 2018-19** following an interim review of progress with updated RAG status. The Co-heads highlighted the areas identified as red in the SIP:

There has been a delay in recruiting to the numeracy post but this is going to take place shortly. Plans for the literacy post are being revised. Training for middle leaders on setting and monitoring teaching targets has not yet taken place. Progress is needed on gathering student feedback/the student voice systematically across the school as current practice is ad-hoc.

Areas highlighted as amber were considered and following a question from a governor, Co-heads confirmed that these areas were closer to being green than red.

A governor asked if the SIP was reviewed in light of the key priorities set out at the start of the document. Co-heads confirmed that the key priorities are reviewed in the summer term and that SLT meetings regularly focus on the key priorities.

A governor asked if any changes were needed to the SIP in relation to student safety given the recent increase in knife crime. Co-heads confirmed that safety has always been covered with students in assemblies, events and through parent meetings. The school will ensure that it is part of any local conversations and initiatives to increase student safety but no changes are needed to the SIP.

Governors liked the new format SIP and thanked the Co-heads for the detailed feedback.

10. Resources committee report

The chair gave a verbal report as per the minutes of the meeting held on 6 February 2019 circulated to governors including:

- Update on income/expenditure and progress against the deficit recovery plan – the financial position is on track and the projected surplus is looking slightly better than planned.
- Financial regulations scheme of delegation had been reviewed and AK confirmed that no changes were needed.
- Governors had received an update on staffing and considered staff absence data.

10.1 The Schools Value Financial Standard (SFVS)

The SFVS had been reviewed and updated to reflect a number of changes to processes – **Resources committee recommend approval** of the document by the full GB. **Governors agreed the SFVS**

10.2 NJC Officer pay scales

Haringey are seeking confirmation from the governing body that the school will adopt the NJC Officer pay scales from 1 April 2019 as adopted by Haringey Council.

Governors agreed to adopt the NJC Officer pay scales in line with Haringey Council from 1 April 2019.

11. Curriculum committee report

The chair gave a verbal report as per the minutes of the meetings held on 28 November 2018 and 30 January 2019 including:

- Key stage 5 review and final recommendations were considered
- A pupil premium strategy and an overview of the proposed attendance strategy were presented.
- Analyse School Performance (ASP) data was scrutinised. The school's performance was benchmarked against national data and compared very favourably.
- Year 11 mock exam results data was considered.
- The committee discussed plans for Year 12 end of year assessment.

12. Admissions committee report

The chair gave a verbal update on the recent meetings of the committee including decisions related to applications for places at the school (address of convenience cases, medical-social applications). The Chair had met with Admissions staff and staff from APS to consider how to manage the increased workload in relation to address of convenience investigations.

12.1 Determined Admission Arrangements for Sept 2020 – The committee had considered the two responses to the consultation on changes to the school's policy in respect of the sibling link in the sixth form and clarifying wording in relation to fraudulent/misleading applications. The committee agreed the proposed admission arrangements for Sept 2020 including increasing the published admission number to 270 from Sept 2020 onwards. **The full governing body ratified this decision.**

13. Physical Resources committee report

The chair of the meeting gave a verbal report as per the minutes of the meeting held on 7 February 2019 circulated to governors including:

- Update on works completed and planned across school site.
- Update on installation of solar panels.
- Update on site development project.

13.1 Site development project update

The Chair updated governors on the current status of the project. £37m over 5 years has been earmarked in the Haringey capital budget. The school have had no involvement in any budget discussions with the local authority and are not clear on what the next steps are. A number of councillors are attending a meeting at the school later this month and it is hoped that more information will be made available on the process for approval of the budget by the full Council later in the year and how the school can be involved in this.

Governors discussed communication with the school and wider local community and circulated draft letters that will be sent out shortly. Governors agreed that a further public meeting should be arranged when there is more information to share.

The Chair also circulated a letter sent via Catherine West MP, from Lord Agnew regarding school funding for building projects which confirms that there are no additional funds available to the school for the project.

14. Date of next meeting

Full GB meeting: 17 June 2019

Meeting closed.