

Minutes of the Full Governing Body Meeting
Monday 22nd November 2021 at 6.00pm
Virtual meeting

Governors present: Reem Al-Rasheed, Neil Amin-Smith, Mark Chapman (*Chair*), Jo Davey (*Co-headteacher*), Pat Dugdale, Peter Harrington, Rachel Howarth, Zoe Judge (*Co-headteacher*), Nigel Linton, Ian Macaulay, Lauren Overs,

Staff present: Darrel Barsby (*Asst Headteacher*), Emily Brooks (*Asst Headteacher*), Nofer Fari (*Director Linc/SENDCo*), Florence Fineberg (*Asst Headteacher*), Stewart Hesse (*Deputy Headteacher*), Kirsty Holder (*Asst Headteacher*), Anne Keogh (*Business Manager*), Madeleine St-Amour (*Asst Headteacher*), Kirsten Sullivan (*Deputy Headteacher*), Andy Ward (*Asst Headteacher*)

Also present: Sam Murray (*Clerk*)

1. Apologies for absence were received and accepted from Wendy Sloane and Romina Harris.

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 to their business and pecuniary interests.

Governors agreed to vary the order of items on the agenda.

3. Covid recovery plan (AW/SH)

Governors had received a copy of the school's recovery plan. AW presented the report. Part One included a review of last year and the work implemented by Irene Cuenca and Hope Wilson (Associate Asst Headteachers).

Pupil progress - online tutoring programmes (MyTutor and Teaching Personnel) were reviewed. MyTutor found to be more effective in terms of provision, support provided and student feedback.. The impact of the tutoring was analysed through student progress data and Year 11 TAGs 2021. Students made progress from their starting points with some students exceeding their GCSE target. The impact was less obvious in English compared to Maths and Science.

Funding for tutoring was outlined in the report including the school led tutoring budget and the national tutoring programme funding. Income for tutoring will be in the region of £18K. Recent progress data and January mock exam results will be used to identify students for tutoring.

Mental health – The in-school counselling service (Place2Be) saw a significant increase in drop in and one to one sessions last year. More support was requested by KS3 students compared to KS4. Recovery funding has been used to increase Place2Be capacity including extra small group sessions and one to one support. In response to a governor question, AW explained that referrals are made through a combination of the Inclusion Panel and Heads of Year.

Attendance – From full opening (March 2021) to the end of the academic year attendance was at 92.4% which was much higher than the national average. Analysis of attendance data revealed a few areas of concern including pupil premium

students and SEND students. AW outlined attendance data for these groups and how they would be closely monitored.

Behaviour management – Zoning of year groups had presented new challenges for managing students' behaviour. Classroom routines were more difficult to maintain, especially at the start of lessons. Lessons were cut short so that students could sanitise desks before leaving and this had some impact on teaching time. Students have had to re-learn routines this academic year.

Vulnerable groups - Progress of vulnerable students was considered and AW reported that pupil premium students had responded well to increased contact between home and school and the provision of laptops and IT to support their online learning. SEN K students have been negatively impacted (as is the national picture) as providing them with the same level of support and interventions remotely was not possible.

Online learning – Heads of Department have reported that the increased use of online resources has had a positive impact on teaching and learning and assessment including online tools to interact and check understanding. The school's use of online resources during lockdown and remote learning was praised by the local authority.

Year ahead - Covid recovery plans for the year ahead were outlined in Part Two of the report including support for Year 11 and Year 13 mock exams in Jan 2022, identification of targeted students for tutoring through analysis of progress and student data and implementation of progress meetings. AW explained that longer term, outcomes of assessments will be analysed to inform possible adjustments to the curriculum.

A governor asked if the tutoring was sufficiently impactful to make it worth doing again. SH explained that the school had used MyTutor before the pandemic for maths tutoring and had been pleased with the service. The school consider that it is worthwhile to continue with it. In response to a question about funding for tutoring, SH advised governors that the funding does not cover the whole cost so will be topped up from other areas of the budget.

4. School Improvement Plan 2020-21 (evaluated) & 2021-22 (presented)

Governors received a copy of the SIP 2020-21 evaluated and RAG rated. CoHeads explained that this year the evaluated SIP includes a rating to show the impact of covid on the target (pink in the document).

Governors received a copy of the new SIP 2021-22 and a supporting commentary document for consideration and approval.

CoHeads presented the two documents to governors by looking at the evaluated SIP and outlining how this links into the targets set out in the new SIP.

Standards 2020-21 – In relation to the progress of identified groups, implementation of the recovery curriculum, the assessment policy and effective teaching strategies to support rapid progress there is still work to do and despite covid, the school has moved forward in these areas as outlined in the detailed evaluation.

Standards 2021-22 – Targets have been rolled forward (P8 0.55 / A8 5.9 / ALPs 2). CoHeads noted that the targets are aspirational and exams not TAGs will have an impact. The progress of vulnerable groups is always a focus for the school. Monitoring of high quality teaching and learning will again be possible with

the relaxation of Covid restrictions. Embedding the new Assessment policy into practice will provide information to improve teaching and learning.

Behaviour and Safety 2020-21 – Attendance was not at the 96% target but was above average. SEMH provision as part of the recovery curriculum helped to raise the profile of mental health and support. Behaviour management was affected by covid zoning and progress to embed new systems was slow.

Behaviour and Safety 2021-22 – The target for attendance is still 96%. Targets are carried forward and revamped for the year ahead for SEMH, well-being and behaviour management. The Finch Alternative Provision opens next week. In relation to safeguarding there will be a focus on the student voice in decision-making and monitoring.

Community Cohesion 2020-21 – Some planned improvements in this area were covid casualties but there were also gains from the increased use of online and digital communication channels. Parent focus groups have fed into plans for the year ahead.

Community Cohesion 2021-22 – Establishing a communications strategy will be a focus this year. The BAME review will feed into work on promoting equality, diversity and inclusion.

Finance and Resources 2020-21 – A balanced budget was returned. Site development plans were affected by covid measures but significant work was carried out on Tetherdown.

Finance and Resources 2021-22 – The reorganised operational systems will streamline and improve efficiency in relation to finance and site. Site improvement is always a priority and the school will continue to work with Haringey.

4.1 SIP 2021-22 Commentary document

CoHeads presented the document to governors highlighting and linking the content to the full SIP document. Governors discussed the targets.

In relation to standards, a governor asked how the new teaching & learning policy fits with the plans for 2021-22. CoHeads outlined how the teaching and learning focus follows on from the curriculum and assessment work last year. CPD for staff development and being back in the classroom will support the targets. The link governors (IM &NAS) will meet staff to review and monitor the targets through the year.

In relation to inclusion, a governor asked how systems link together to ensure students get support in all the right areas. CoHeads outlined how the staffing structure and work practices support inter-department and joint working. Robust reporting and monitoring of data will support this. The Chair encouraged the link governors to come and see this in action and feedback to the governing body.

Governors discussed the student and staff voice as a thread throughout the whole SIP. Governors want to ensure that the voices are heard by the full governing body and asked CoHeads how this can be further developed. CoHeads outlined a number of channels that could include student leadership teams and the school council engaging with governors. CoHeads **agreed** to develop student/staff voice within the SIP

Governors found the detailed evaluation and commentary documents really informative and thanked the CoHeads for all their work in putting together a rigorous and well-developed improvement plan. Governors **approved** the SIP 2021-22.

5. Operations report

5.1 Staffing update (KS)

Governors received a staffing update including an update on current vacancies and recruitment activity. KS updated governors on the use of agency staff in school.

In response to a governor question about recruitment difficulties, KS informed governors that there are no concerns to report. Good relationships with recruitment agencies and development of our own staff benefits the school.

The school continues to work with a number of different providers and different routes for trainee teachers and this approach is working well.

Governors received an update on staff absence and referrals. There are no concerns to report to governors.

In response to a governor question about the impact of covid on staff absence, KS advised governors that due to illness and absence a significant amount of the cover budget had been spent. It is also proving more difficult to get agency staff to cover.

5.2 Budget update

Governors received income and expenditure reports and supporting commentary from AK. Governors considered the figures and CoHeads outlined budget variance. Detailed commentary is included in AK's report. The budget is on track and there are no significant issues to raise.

A governor asked about expected revenue from the Finch Alternative Provision and if this was achievable given the delays.. The project included financial plans and research to establish the demand for the service but the revenue is not guaranteed. Marketing of the service will increase going forward to attract external students. Savings on expenditure in relation to Fortismere students is also anticipated going forward. The budget will be closely monitored and reported to governors.

5.3 Approval of Audited Voluntary Funds 2020-21

Governors received a copy of the Voluntary funds and independent examiner's report for 2020/21 audited by MHA MacIntyre Hudson. The Voluntary funds are held at Lloyds bank. The Finance link governors (NL & RAS) had considered the accounts and had no questions to raise.

Governors approved the audited voluntary funds 2021-21

5.4 Approval of Fortismere financial regulations (including scheme of delegation)

Governors received a copy of the Fortismere financial regulations (including scheme of delegation) for approval. The Finance link governors (NL & RAS) had also received for information a copy of the Haringey Schools Financial Procedures Manual. These documents are available on GovernorHub for all governors. The Chair noted that references to the Resources Committee should be removed from the document following the implementation of the new governance structure this year.

Governors approved the financial regulations.

5.5 Site & Physical Resources update

Governors received a written update report from AK.

6. Safeguarding update

Governors received a written safeguarding report from KS. KS highlighted key points including:

Statutory training took place at the start of term including updates on KCSIE 2021.

Training covered peer on peer abuse and harmful sexual behaviours and feedback from the Ofsted review on this.

Student focus groups are currently being held based on the University of Bedfordshire and Contextual Safeguarding Network student engagement sessions on harmful sexual behaviours and safety in school. A Student Safeguarding Group will be set up.

Data on MASH referrals and concerns logged internally were shared with governors.

KS (as the Haringey DSL rep) updated governors on safeguarding work taking place at the local authority level.

A governor asked if the local authority had finished work on an updated safeguarding audit tool for schools. KS informed governors that the tool (the matrix) is delayed. It has been shared with secondary Heads but is not ready for roll-out. KS will keep governors updated.

A governor asked if the school could share a formal response to the issues raised by the Everyones invited agenda with the governing body. KS agreed to cover this at the January 2022 full GB meeting.

The Safeguarding link governor (PD) is visiting the school next week to receive an update on the Single Central Record.

6.1 Safeguarding & Child Protection policy

Governors received a copy of the updated policy for approval. KS outlined the changes that had been made following the publication of the revised statutory guidance Keeping Children Safe in Education 2021 (KCSIE). The Fortismere policy is based on a model Haringey policy. Governors noted the changes and approved the policy.

6.2 Online Safety policy

Governors received a copy of the updated policy for approval. The policy has been developed following the greater emphasis placed on online safety set out in KCSIE 2021. Governors approved the policy.

7. School Policies for approval

Governors received and considered updated school policies.

- Whistleblowing policy
- Pay policy
- Appraisal policy

Governors approved the policies above as presented.

8. Governor training & development

The Chair reminded governors of the training resources available to them including Safeguarding training for governors on the NGA Learning Link system.

The Chair proposed arranging an in-house training session on preparing for an ofsted inspection. The LA school improvement partner can provide training. Governors agreed this would be helpful. The Clerk will make arrangements for an online training session early next year.

9. Minutes of the last meeting held on 8th October 2021 were received by governors and agreed as an accurate record of the meeting.

9.1 Matters arising from the last meeting

CoHeadteachers' surgeries – Dates for the year ahead are being p[planned and will be shared with parents shortly.

Other matters are completed or appeal as agenda items.

10. Governing Body Delegation planner and Standing orders 2021-22

Governors received revised documents for 2021-22. Documents have been updated to reflect the new no committee approach to governance. **Governors agreed the documents.**

11. Date of next meeting

Friday 28 January 2021 (online meeting)

Part one meeting closed