

**Minutes of the Full Governing Board Meeting**  
**Held on 21 March 2025 at 7.45am**  
**South Wing Conference Room**  
*In-person meeting*

**Governors present:** Mark Chapman (chair), Anne Canning, Jo Davey (coheadteacher), Tessa Hauswedell, Rachel Howarth, Lorraine Hudson, Zoe Judge (coheadteacher), Claire Montgomery, Antonia Shortall,

**Also present:** Emily Brooks, Lauren Common, Florence Herrero, Kirsty Holder, Louise Prodromou, Ewan Scott, Kirsten Sullivan,

**Clerk:** Sam Murray

**1. Apologies**

Apologies were received and accepted from Reem Al Rasheed, Helen da Silva, Ian Macaulay.

**2. Declaration of interests**

There were no meeting specific declarations of interest made by anyone present.

**3. Safeguarding report (KS)**

Governors had received a copy of the written termly Safeguarding Report. KS (Designated Safeguarding Lead) highlighted the following:

**Staff training:** Further staff training was delivered at the January INSET day. Exam invigilators received training prior to the mock exams.

**Safer recruitment:** MC (Safeguarding governor) had carried out a monitoring visit to check the school's single central record and had no issues to report.

**Safeguarding governor visit:** MC had also met with KS and been through the safeguarding report in detail and has no concerns to raise with the FGB.

MC and KS had discussed bullying and the pastoral work focus on kindness. Governors noted that the data shows a drop in bullying related concerns recorded on MyConcern.

**Referrals and open cases:** Governors received and considered data on pupil numbers in vulnerable groups including looked after children and children on protection plans. Data on referrals and reasons for referrals was also provided. KS gave an update on the main issues being referred including reported SEMH concerns. In response to a governor question, KS outlined an example of a referral of this type and the response that would be provided by school and external agencies where relevant.

**Filtering and monitoring:** A governor asked why the number of filtering and monitoring captures was so much higher than the previous term. KS explained that previously the school had used a service provided by LGfL (London Grid for Learning) but were now carrying this out in-house. The filtering system picks up many terms that in the context of a lesson on a particular topic are not concerning but will all need to be checked by staff with safeguarding knowledge and experience. The filtering and monitoring workload is significant.

**Data on attendance and pupils coming on and off role** was also considered. There are no concerns to highlight and the DSL tracks and monitors the data closely.

**Improvement priorities** were also considered and KS updated governors on the progress made against the safeguarding targets in the school improvement plan.

Governors thanked KS for the detailed update on safeguarding matters.

#### **4. Director of Operations report (LP)**

Governors had received a copy of a written report from the Director of Operations. LP highlighted the following:

**Budget 2024-25 update:** Current figures are showing that a neutral closing position should be achieved at year end. Governors reviewed the original figures for income and expenditure and the proposed outturn figures. LP advised that the early closure of budgets where possible has helped with working towards a neutral position.

**Budget 2025-26 planning:** Indicative funding figures have recently been received from Haringey. LP's report outlined the current assumptions in relation to income and expenditure including staffing costs. The Resources Committee will look in more detail at 2025/26 budget plans before recommending a budget to the FGB in May.

A governor asked about the impact of the ongoing industrial action and negotiations on budget planning. CoHeads advised that they are continuing to negotiate and consider different options to resolve the dispute. The draft budget is currently being modelled on 84% contact time and class sizes of 30.

**Buildings and site update:** Compliance checks and testing are up to date. The local authority will carry out a Health & Safety audit next week. LP updated governors on pending works to be carried out by the local authority including work to the fire doors in NW, roof work and heating in SW Hall. The fire risk assessment has been carried out and LP is waiting for the report.

#### **IT network and contracts: LP presented items for approval:**

The large reprographics machine is at the end of contract and three quotations for similar machines were presented. LP recommended the CosGroup. Governors considered the options and the costs and **approved the Cos Group contract**.

The phone system needs to be upgraded following changes to BT analogue lines. LP outlined the three quotes and explained how a new system will work off the school internet connection. Governors considered the options and the costs and **approved the Clarion contract**.

Lettings price increase: LP set out a proposed 5% increase to some lettings charges to apply from May 2025. **Governors approved the 5% increase**. The lettings policy will be reviewed next term.

**Schools Financial Value Standard (SFVS) 2025:** A final draft SFVS had been reviewed by the Resources Committee and is recommended for approval. **Governors approved the SFVS 2025**.

#### **5. SIP progress update**

Governors received a copy of the SIP with RAG ratings and a supporting commentary paper. CoHeads outlined the impact of the ongoing industrial action on progress and highlighted the following items from the SIP:

**Teaching and learning:** ES is leading the work in reviewing key areas in relation to student engagement, assessment and homework. The schedule is a little delayed due to the industrial action. ES had recently met with parents for a homework focus group. An AI working party has been set up.

**SEND:** Work continues towards achieving awards in SEND and in mental health.

**Sixth form:** Progress against the rapid action plan continues. A separate report will come to a later governors' meeting. Link governors meet with the Director of sixth form regularly.

**Inclusion:** Behaviour and pastoral systems are in place and suspensions have reduced. A new behaviour reporting and monitoring interface is being explored. Character curriculum work has started but has not yet been formally launched. A staff and student survey on tutor time was carried out last term. The student council is not yet in place but there are still opportunities for the student voice to inform planning and policy decisions.

A governor asked when student voice would be reported on formally to the governing body. CoHeads agreed to establish a systematic way of capturing and reporting to governors on this area. CoHeads noted that the student council could provide a mechanism for two-way engagement between students and governors.

**Action: CoHeads to bring a proposal for reporting on student voice to the next FGB meeting**

Governors also noted the progress being made in terms of targets related to communication, sustainability and Year 6-7 transition. CoHeads were also really pleased to report that the launch for the new Friends of Fortismere PTA had gone well. Claire Montgomery (Associate member) will be a link between the PTA and the FGB.

MC thanked the CoHeads for their update on progress and noted that despite some difficult weeks there was also a lot of positives being evidenced around the school in terms of the data and metrics.

#### **6. Y11 and Y13 Mock data (ES/LC)**

Governors had received a detailed data report on the recent Y11 and Y13 mock exams. ES reminded governors that this Y11 cohort did not sit Y6 SATS so there is no progress data only attainment data.

**Y11 overview:** Attainment 8 is 53.7. Data for English and Maths tie is 75% (best was 88% in 2021) English and Maths departments have intervention plans in place.

Performance by subject was considered and analysis has provided some useful data for use at departmental level. Geography and Sociology have large intervention groups.

Data for Mocks 2025 vs Actuals 2024 has been used to look at gaps in vulnerable and target groups and to plan interventions. Governors considered data comparing performance at different grades and noted lower figures for high grades 7-9.

ZJ commented that the current Y11 cohort has high levels of anxiety and SEMH. This cohort lost Y6 and Y7 in school because of Covid. Staff have worked hard to encourage this year group to attend school on the strike closure days for interventions and revision.

A governor asked if similar issues were being reported by other schools. CoHeads are hearing similar and that not doing SATS is also a factor.

Details on current interventions from departmental to individual student level were shared. Year 11 and Year 13 have been the focus during the strike days. An enhanced easter revision offer will be provided to mitigate the strike action.

A governor asked for more feedback on how the school were communicating with parents and students about extra support through the strike days and in the run up to exams. CoHeads explained that there is lots of engagement with targeted and individual students and families. The exam boards have been contacted but they will not take the strike action into account.

A governor asked if subjects will have enough time to cover all the curriculum content. ES believes most subjects will be able to but in subjects where this could be tight, information will be shared with students and parents so that they can support this at home.

**Y13 overview:** Communication and support for exam preparation has been the sixth form focus. The current cohort score is a C+ and staff are confident that the assessment process was robust and has provided a reliable set of data. The actual grade 2024 was B-. LC highlighted that the current data is ahead of where things were at this point last year. LC is confident that results will go up and that a B grade will be achieved.

Departmental data has been used by HODS and the sixth form team to plan and implement targeted interventions. LC also outlined the bespoke support for students with anxiety and mental health issues to support attendance and engagement.

## **7. Industrial action and exam year groups**

CoHeads updated governors on actions to minimise the impact of strike action on Year 11 and Year 13 students in the lead up to exams. There is concern about the impact of lost learning on all students but the focus is on the exam year groups.

HODS have met to discuss mitigating action plans at a departmental level. The school will use money saved on teacher pay to buy enhanced revision and support packages including *UpLearn* for Year 13. Governors support using the money in this way. CoHeads have written to parents in Year 11 and Year 13 and will support students in meeting requirements for their post-16 and post-18 studies.

## **8. Committee reports**

- 8.1 **Resources committee:** The committee chair (AS) gave a verbal report. The report shared by LP (item 4 Director of operations) had covered in detail the areas looked at by the committee. The committee continues to monitor the budget and to scrutinise the budget planning process for 2025-26. The next committee meeting is in April and will consider a draft budget.
- 8.2 **Admissions committee:** The committee chair (MC) gave verbal feedback. The proposed changes to the Admissions policy 2026 entry were not implemented. Consultation responses were considered and the committee agreed not to proceed with the change to A level entry requirements. This recommendation was put to the FGB at an extraordinary meeting and a final Admissions policy 2026 with no changes, was agreed.
- 8.3 **Strategic Estates committee:** The committee chair (MC) gave verbal feedback. The last committee meeting was on 26/02/2025 and was attended by Michael Rogers, Fortismere's DfE Project Director who gave an overview and update. The school is still waiting for notification of the final scope of the project. There is nothing negative in the meetings with the DfE but it is just very slow progress.
- 8.4 **Establish a Curriculum and Standards committee:** Governors discussed and agreed that a formal committee should be reinstated to the cover work currently undertaken by link governors. Governors agreed that IM, AC, TH and RH will work

with the Clerk on terms of reference and a work plan and discuss this with SLT and CoHeads before sharing with the FGB in July 2025.

**Action: Establish a formal curriculum committee as above for Sept 2025**

**9. Governing board membership update**

The Chair has identified a possible new co-opted governor and will arrange an informal discussion with the individual before arranging a meeting with a group of governors.

The vacancy for a second staff governor (co-opted) will be advertised to all staff but with a focus on recruiting a teacher governor.

**10. Minutes of the last meeting and matters arising**

Governors agreed the minutes of the last meeting held on 3 February 2025 as an accurate record of the meeting. There were no outstanding actions from the meeting.

*Meeting part one closed*