

fortismere

Minutes of the Full Governing Body Meeting

Monday 13th July 2020 at 6pm

Meeting held via zoom

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

Staff present: Darrel Barsby (*Asst Headteacher*), Emily Brooks (*Asst Headteacher*), Florence Fineberg (*Asst Headteacher*), Stewart Hesse (*Deputy Headteacher*), Madeleine St-Amour (*Asst Headteacher*), Kirsten Sullivan (*Deputy Headteacher*),

Also present: Sam Murray (*Clerk*)

1. Welcome and introductions

The Chair welcomed everyone to the meeting. All governors were present.

2. Declaration of interests

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

3. Co-headteachers' report

The Co-headteachers had prepared a documentary video report for governors circulated in advance of the meeting. Co-heads felt this was a good way to give governors a real insight into the recent workings of the school and that the visual aspect would help governors engage as access to the school site has been limited. Governors gave very positive feedback on the video report and really appreciated being able to hear directly from staff and students as well as SLT members. Governors were impressed by the sheer volume and breadth of work that has taken place at Fortismere.

The video report was also accompanied by a written report that included supporting school data and analysis. Governors asked questions on the content of the reports including:

Transition arrangements for Year 7 students – KS confirmed that SEND students will visit the school at the end of August; other students have had an online transition package. All students have been sent a book that will link with early work in English. EB advised that feedback from parents and students had been positive. The first day of term in September will be treated as a transition day.

Year 7 benchmarking assessments – SH confirmed that tests will take place later in the year. Teachers will use primary information and professional skills to judge where students are. Through transition meetings with primary schools a wide range of useful information has been gathered.

Associate Assistant Headteacher roles – ZJ advised that these were temporary one-year secondments to SLT and were not a change to the staffing structure. They gave staff an opportunity to develop skills and experience while working on a particular project area. The focus this year is on Covid recovery.

IT equipment for disadvantaged students – ROH described the process for applying for funding to purchase laptops for students. Funding for twenty four laptops was received from the DfE with some further funds from Haringey. Laptops have been given to vulnerable students.

Identifying vulnerable students with IT needs – ROH explained how the school had contacted vulnerable students to establish what access to IT equipment and internet access they had at home. Equipment has been loaned and some wifi access provided. The school's IT team have supported students at home with their IT problems and repairs. IT staff have done an amazing job.

Exams 2020 grading and ranking appeals – SH explained that the appeals process will be different this year and will generally only allow an appeal about a flaw in the process for grading rather than an appeal of the grade itself. A governor asked if parents could request grades and ranking information from the school. The legal position is that a Subject Access Request would cover this information and the school must comply with this but not until after results day.

Engagement with remote learning – JD outlined the data in the Co-heads' written report setting out the number of active users and file uploads on Google Classroom. Numbers show positive levels of student engagement which is monitored by Heads of Departments. Governors found the data useful in giving an overview but may want to see more detail if there is a return to remote learning in the new academic year.

Students not engaging with learning – KS confirmed that school staff make contact with students who are not engaging with their remote learning. ROH informed governors that there are lots of phone calls taking place and learning and pastoral support being offered.

Future plans for remote learning – ZJ explained to governors that the school are contingency planning for future lockdowns and developing remote learning. DfE guidance says schools must prepare for this. The school has learnt so much in a short space of time and is continually reviewing and improving the remote learning offer.

4. School Improvement Plan 2019-20 Review

Governors had received a copy of the evaluated SIP for 2019-20 and tanked Co-heads for the detailed and informative document. Governors discussed areas marked red as not yet started or embedded. In relation to the embedding of a whole school assessment monitoring cycle (pg7) SH advised governors that the loss of a term of teaching meant that this area could not yet be marked as embedded. A new Assessment policy is in place from September and a way of monitoring this will follow. The Chair noted the considerable progress that had been made over the academic year and that SLT and all staff should celebrate what has been achieved in a very challenging year.

5. Student mental health and well-being

A governor asked what improvement plans were being considered to help students recover in terms of their pastoral and mental health. KS advised that the school will be one part of a big network of support for young people affected by their recent experiences. EB outlined work taking place already to develop the school's pastoral curriculum and give students the support they need. Governors noted that they would like to hear more about this area next year.

SH outlined work already underway on developing the school's recovery curriculum and referred governors to research by Barry Carpenter on this topic. Departments are looking at helping students to feel safe and welcome and relearning to learn. JD advised that the Associate Assistant Headteacher roles will focus on recovery and add extra capacity to SLT in these areas.

6. Staff well-being

Governors asked for an update on staff well-being following the wider opening of the school. KS reported that a staff well-being survey had recently been undertaken. There have been concerns from some staff about returning to school in September but contact has been made and individual support has been offered. Staff have access to a counselling service. Generally staff are feeling ok about returning to school.

7. Plans for re-opening in September

Plans are being developed based on the recent DfE guidance to schools on reopening and an outline was shared with governors. In response to a governor question, JD confirmed that the school is meeting with the NEU tomorrow to go through the draft plans, following this the school will start to draw up specific plans to share with students and parents next week. There will be further guidance from the DfE in August so there will be further communications throughout the summer. Governors requested to receive copies of parent and staff communications about school reopening.

The Risk Assessment document will be reviewed and updated as plans develop or change. The Chair of governors and Chair of Resources **agreed** to review the RA over the summer and to feedback to the rest of the governing body as needed.

8. Arrangements for GCSE/A level results day

MStA outlined arrangements for results days and assured governors that any student that required guidance or support would be able to arrange one to one appointments. The school will know which students are likely to need help following their results. The sixth form team have continued to support Year 13 students with plans for HE, apprenticeships or work.

9. Committee reports from recent meetings

Governors had received minutes from the Combined Resources meeting (10 June) and Curriculum meetings (20 May and 24 June).

10. Any other business

Nominate a BAME governor to participate in the Haringey BAME Achievement strategy – Neil Amin Smith **agreed** to take on this role.

Governing body review – The Chair would like to carry out some self-assessment next academic year to focus on GB structures, engagement, practice and training.

11. Dates of meetings 2020-21

Dates for meetings will be circulated shortly.

The Chair closed the meeting by acknowledging the incredible progress made by the school over recent months and what a newly formed senior leadership team have achieved in this challenging year. Well done and thank you to all staff at Fortismere.