



FLEET PRIMARY SCHOOL

AGREED Minutes and actions from the Full ONLINE Governing Board Meeting held on Wednesday 16th March 2022 at 7.00 pm

ATTENDANCE

Kim Issroff (Chair for most of the meeting)	✓
Don McGibbon – Headteacher	✓
Marianne Porter	✓
Sinead Costelloe	✓
Oonagh Pierce	✓
Sabiha Khan	✓ (until 7.30)
Jason Cooke	✓
Rebecca Combes	✓
John Showell	✓
Marcus Boyland Chair	✓ (until 7.25 - internet problems)
Margaret O’Sullivan	APOLOGIES
Osob Mohamed Abdi	APOLOGIES
Annie Balme	APOLOGIES
Ellie Melkuhn	APOLOGIES
Jon Rohoman	APOLOGIES
Caroline Heal	APOLOGIES
OTHERS PRESENT:	
Becca Wall – Deputy Headteacher	✓
Debbie Barry – School Business Manager	✓
Pete McGuigan - Clerk to Governors	✓

	ITEM	ACTION
1	Welcome, apologies for absence and AOB	
1.1	<p>Marcus (MB) opened the meeting at 7.10 and welcomed everyone.</p> <p>There were apologies for absence from</p> <ul style="list-style-type: none"> • Caroline Heal • Annie Balme • Ellie Melkuhn • Osob Mohamed Abdi • Margaret O’Sullivan • Jon Rohman • Rebecca Coombes (for arrival later) 	



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	There was no AOB raised for later in the meeting	
2	Presentation: SACRE determination	
2.1	<p>Sinead (SC) updated Governors on Fleet’s SACRE (Standing Advisory Council on Religious Education) determination and highlighted that</p> <ul style="list-style-type: none"> • a ‘SACRE determination’ allowed schools to have more flexibility over Religious Education (RE) and collective worship. • the school’s current 5 year determination needed to be reviewed and renewed (for May), and the current practice at FPS reflected’ and provided well for the school’s mixed community (mainly Muslim, with fewer Christian families and a mix of other religions, and non-religious families. • many other Camden schools had SACRE determinations, which allowed them to follow a more inter-faith curriculum and programme of assemblies, including a wide range of visitors. <p><u>Governors agreed that a wider range of provision was right for the school and approved the application for a SACRE determination.</u></p>	
3	Minutes from the previous meeting (7.2.22) – accuracy and matters arising	
3.1	<p><u>Governors agreed</u></p> <ul style="list-style-type: none"> • <u>the accuracy of the previously-circulated minutes from the 7.2.22 FGB meeting,</u> (with one amendment, that John Showell had been present) noting that: <ul style="list-style-type: none"> ○ PM would upload 7.2.22 minutes to GovernorHub. ○ MB would sign previous minutes on GHub. • <u>all actions had been taken or were on the current agenda,</u> noting that: <ul style="list-style-type: none"> ○ the Governor Skills Audit was ready for MB to circulate ○ MB, Ellie (EM) and DM were still to discuss surveying parent views of communication and newsletters. <p><i>MB’s internet connection crashed, and he left the meeting during this item at 7.25. Kim (KI) stepped in and chaired the rest of the meeting.</i></p>	<p>PM MB</p> <p>MB MB DM EM</p>
4	Headteacher’s report	
4.1	<p>Don (DM) presented the previously-circulated Headteacher’s report and highlighted that:</p> <ul style="list-style-type: none"> • Covid infection continued to be a problem for children and staff, (staff had been advised by Public Health England to test themselves every 2 days). • the School Development Plan was RAG rated. • the number on roll (NOR) (230, including Nursery) was still 	



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strong, although 2 children had left since the report was written and 4 were likely to leave by the end of the year. Although there had been a fall in the number of applications for Reception for September, DM was hopeful that the year group would be full. There were likely to be 19 children in Nursery in September, which was lower than the current year, but better than many other Camden schools.

- monitoring and assessment were going well, including pupil work scrutiny, staff Performance Management, and Pupil Progress review meetings were planned for the following week.
- attendance was currently slightly lower than wanted, (95.4%, with a target of 96%) but probably in line with National, and high compared to the Camden average. DM noted that he was working with a small number of families who were giving cause for concern, including meeting with them, sending letters, and calling them. Covid was still impacting negatively on the data and the most vulnerable pupils tended to have low attendance.
- the school was working with Social Services (for 8 children) and Early Help (6 children) to support some families.
- SEND data (20% of Fleet children on the SEND register) had not changed since the previous report and 1 child, although on roll, was in and out of hospital, so had not yet started to attend school (reception class).
- Free School Meals (FSM) and Pupil Premium numbers were still high (43%).
- with staffing, 1 Teaching Assistant was on unpaid leave, while another had missed large amounts of work due to a health condition and there was heavy use of agency staff to cover support staff and teacher absence. DM noted that it was increasingly difficult to access supply staff, but the school had a good relationship with the supply agency.
- Y2 children had done well in their phonics screening checks as previously reported and the reading paper they had sat this week so far looked really positive, but no further assessment data were yet available as PPRS are next week.
- topic work had been going well, including many trips and events, with more to come after Easter (described in weekly newsletters).
- the Little Wandle scheme was going well, with training for parents being provided.
- there was a wide range of other school provision that was going well, including:
 - before and after school provision and clubs (which were provided as cheaply as possible, and discounted or free for FSM children).
 - volunteer reading support.



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	<ul style="list-style-type: none"> ○ music (including instrumental teaching). ○ team sports (including participation in the forthcoming Camden swimming gala). ○ partnerships with London Zoo and Arsenal (providing reading and sports support). ○ Supporting the Institute of Education student teachers with a maths day here in school ○ SLT and MLT work with other local cluster schools. ○ a new partnership with St Christopher School, including Y2 celebrating World Book Day. ○ working with the Orchestra of the Age of Enlightenment. ○ Y5 intensive swimming (with Y6 planned for the summer term). ○ cycle training. ○ class assemblies. ● communication with parents was going well, with 86% using Parent Hub and all parents receiving twice weekly newsletters. ● pupil engagement was good, with <ul style="list-style-type: none"> ○ Rights Respecting Schools’ foci on recycling and litter. ○ children being encouraged to take greater responsibility for playground resources and tidiness. ○ raising money through Comic Relief (with half going to the Ukrainian relief fund). ○ travel ambassadors encouraging walking or scootering to school ○ Y6 peer mentoring of younger children, with training planned for the summer term for Y5 pupils. ● school finances were on track, although there had been higher than expected costs for supply, and maternity, cover, and lower than forecast income from Nursery. There had been good income from site rentals and a bid to Camden had been submitted to build a sensory shed. ● the Parents’ Association were running an International Evening (to which all Governors were invited). ● the school fund currently held £98k. 	
<p>4.2</p>	<p>Through challenging and questioning DM, Governors established that:</p> <ul style="list-style-type: none"> ● rates of pupil catch-up were variable, with Y2 very strong, especially phonics and reading skills, and although writing in Y6 was good, support was needed in Maths, with extra help needed for children to retain their knowledge and skills in arithmetic, and develop greater stamina for reading. ● the recent Camden Learning Project Board review had been very positive (with the feedback letter from Jon Abbey and the Camden Professional Partner included with the bundle of papers), with good outcomes and many strengths. This report, 	



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	<p>which mirrored Ofsted foci and language, could be valuable during Ofsted, if there was doubt over the quality of provision.</p> <ul style="list-style-type: none"> • there were 11 siblings included in the Reception intake for September. • DM had provided an updated quote for major playground development works when requested by Camden CIL person but feeling from email was that CIL money was not available and that the CIL team would pass on info to Camden to look if any money could be made available – not looking hopeful. • the School Fund had started as a Music Fund and was developed with individual donations. Governors noted that this was school money, not part of the main budget, was used to support children when needed, and was audited every few years. DM noted they tried to keep it in reserve as much as possible, and not use it to plug gaps in LA funding. • foci during learning walks and work scrutiny, included ‘working walls’, which needed to be current, support learning, and be visible to all children. • DM had done recent pupil focus groups looking at gender equality teaching by separating boys and girls to see if there were any noticeable differences. DM noted that although nearly all pupils knew about its importance and spoke positively about the teaching they have had throughout school and their aspirations, there was some element of naivety which could be interpreted that the children think Gender equality/parity had been reached in our society. More work is needed to help children, particularly girls, be more critical, and this work was being done in PSHE and through Lifting Limits. • Staff and Pupil surveys highlighted in the SDP would be done before Easter, and reported to the next FGB meeting. 	<p>FGB agenda</p>
<p>5</p>	<p>Committee reports</p>	
<p>5.1</p>	<p>There had been no committee meetings since the last FGB, so no reports to consider.</p>	
<p>6</p>	<p>Policies</p>	
<p>6.1</p>	<p>After discussion, Governors approved the following policies:</p> <ul style="list-style-type: none"> • Equalities, noting that • DM would change the wording on specific objectives on pp 3&4, to say ‘minimise difference’, and bullying and harassment included social media. Governors noted that the school had no powers to stop vexatious parents, if it happened out of school, and would seek support from Camden if necessary. • Supporting pupils with Medical Conditions, noting that 	



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	<p>emergency medical supplies were currently kept in the Medical Room, with a portable kit taken on trips and visits. Supply teachers invariably had a TA in with them and did not go on trips, so did not compromise pupil safety over access to medicine.</p> <ul style="list-style-type: none"> • <u>Data Protection</u>, noting that the school bought services from LDBS rather than Camden, because of cost. • <u>CCTV</u>. • <u>Data Breach Procedure</u>, • <u>Data Retention</u>. • <u>Privacy Notices for:</u> <ul style="list-style-type: none"> ○ <u>School Workforce</u>. ○ <u>Parents, Pupils and Carers</u>. ○ <u>Visitors</u>. ○ <u>Governors and volunteers</u>. ○ <u>Job applicants</u>. 	
7	Governance	
7.1	<p>Governors briefly discussed the forthcoming Government White Paper, which seemed likely to put renewed pressure on schools to academise. DM reported that it was unlikely that Camden would outsource a potential Multi-Academy Trust (MAT), although Camden Learning had not yet indicated that they would become a MAT. Governors noted that Capita offered this service currently to groups of schools.</p> <p>DM agreed to discuss it with Marcus and then at the next FGB meeting.</p> <p>DM reminded Governors of</p> <ul style="list-style-type: none"> ○ the Camden Music Festival the following week (this year at Regent High School) DM agreed to send a link to Governors. ○ the International Food evening on 31.3.22. 	<p>DM MB FGB agenda</p> <p>DM</p>
8	Confidential matters	
8.1	There were no confidential matters to discuss.	
9	Dates for future meetings	
9.1	<p>Governors noted the dates for future FGB meetings:</p> <ul style="list-style-type: none"> • Monday 16.5.22 • Monday 27.6.22 	

KI thanked Governors for attending, and closed the meeting at 8.30 p.m.



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**AGREED AT THE 16.5.22 FGB MEETING AND SIGNED ONLINE BY
Kim Issroff Chair of the FGB meeting.**