



Fleet Primary School

Fleet Road Hampstead London NW3 2QT

Tel: 020 7485 2028

E-mail: admin@fleet.camden.sch.uk

Headteacher: Don McGibbon



Governor Visit Report

Area of focus for visit:	Finance	Link Governor:	Marianne Porter
Date of meeting:	25 th January 2021	Link Staff Member and role:	Don M^cGibbon (Head Teacher) & Debbie Barry (SBM)

Context:

At Fleet, our aim is for all pupils to make good progress in all areas of the curriculum. To do this we must ensure that staffing structures are fit for purpose and that the school can financially meet its commitments. The school regularly looks at the budget with the Staffing and Finance Committee.

For this visit, the link governor meets with a member of the Head and the School Business Manager to discuss the school's financial position, the staffing structure in place and decisions to be made moving forward. The outcome of this meeting is then shared via this report to the full governing body and published on the governor's page of the school website.

Meeting Report:

The purpose of the meeting was to help governors understand if resources and staffing at Fleet are fit for purpose, and can support the added pressures of the Covid pandemic. Debbie distributed the current budget and third quarter report prior to the meeting.

Key points were as follows:

- Budget consistently keeps within plan, and a balanced budget is set yearly.
- Staffing as a percentage of total expenditure is in line with similar schools. Figures for 2019 – 2020 were broadly: teaching staff 44%, education support staff 20%, admin staff 5%, 75% on staffing with all budget lines included.
- The staffing structure was restructured several years ago as there was a disproportionately large spend on support staff. Support staff have been reduced and work in an agile way, reacting to need, being in the right place at the right time. Adults are assigned to children who have a plan specifying 1:1 support and other adults support in classes where necessary, rather than being assigned to one particular class.
- The school feels that staffing is essentially fit for purpose, but has been pared back to the limit. Each staff absence has a detrimental effect as cover has to be taken from elsewhere.

- The budget has supported the temporary appointment of a teacher to provide 'catch-up' support' for children who are falling behind. The need for this was identified between the two national lockdowns. This support continues remotely.
- We discussed the school policy of providing free, full-time, Nursery education. This policy is reviewed yearly. There are no economies to be made by charging without reducing the size of the Nursery class to 13, thereby reducing staffing. There could potentially be some generation of income but this is a complex matter with many unknowns.
- The school has managed to provide laptops to all families who need one and are now focussing their attention on families who need more than one device.
- The net cost of Covid is yet unclear, there have been some minor financial benefits (no trips, fewer supply staff, fewer children in school) but also costs in terms of cleaning and purchase of educational equipment etc.
- To date the school has been in a position financially to provide all of the essential equipment and resouces to manage in the pandemic.

Written By: Marianne Porter

Date Written: 02.02.21