

Head Teacher Governor (1) Jo Sassienie (HT) (JS)	Community Governors (8) +Paul Dossett (PD) Steve Miller (Chair) (SM) +Brian Lerner (BL)	Co-opted Governors (3) +Shpetim Cama (TC) Simone G Newton (SN) +Gabriel Rozenberg (GR)
Staff Governor (1)		Others +Helen Graff (DHT) (HG)
Parent Governors (2) Amelia Lasserson (AL) Celia Newman (CN) <i>+denotes absence</i>		Clerk Chris Lambert (HEP) (CL)

Part 1 – Public matters

1. Dvar Torah

The Chair opened the meeting with his Dvar Torah, which was appreciated.

2. Welcome, Apologies for Absence and Declarations

2.1 The Chair welcomed all to the meeting, on site, which was quorate. PD, BL, TC, GR had sent their apologies for absence which were accepted.

3. Declarations on Interest, Pecuniary or otherwise in respect of items on the agenda

3.1 None were made.

4. Minutes of the Meeting of 3 October 2022

The Minutes were accepted as being an accurate record of the meeting and were **Approved** and signed by the Chair, to be retained by the school for filing.

4.1 Matters Arising from the Meeting of 3 October 2022

1.4 Governors to confirm their acceptance of the Governor Code of Conduct, KCSiE 2022 and Register of Business Interests on Governorhub.

Action: Clerk to check governor declarations on Governorhub and follow up as required

Governors asked that an on-line HEP led training session on Safeguarding be arranged in the Spring term: **Action: SM to arrange a Safeguarding training for the FGB**

5.1 Academisation. SM reported on the recent HEP presentation. James Page (CEO) reported that the legal requirement for all schools to be in a MAT by 2030 no longer applied although both the current government and the Labour party were still in favour of further academisation. SM proposed that the issue remain on the FGB agenda with the aim being to develop an option paper on the issue, for discussion in 2023. Governors agreed an option review would be timely as the MAT model might present economies of scale and wider opportunities that could benefit the school in the coming years.

6.4 Finance Committee to meet on 3rd November to receive the 2021/22 draft accounts and revised forecast for 2022/23 based on Month 1 (2022/23 actuals). Committee met on 3rd November and on 22 November. **Report on the agenda**

6.5 Fundraising: **Update report to March FGB**

9.1 JS to update the four policies in October: **on agenda**

5. Finance (PD report)

5.1 Governors had received PD's report and SM spoke to the content:

- AFS Committee received 21/22 management accounts on 3 November. these have not been updated
- Expected c £230k deficit for 21/22 but this could reduce to c£200k subject to the reconciliation of the Gift Aid and VAT accounts. This position will be finalised by 31 December 2022
- The expected Budget for 2022/23 shows a deficit of c£161k; the final position to be confirmed by 31 December 2022. JS and KH (Finance consultant) to complete their detailed review of the budget expenditure. The current staffing model will be retained.
- ESFA contacted SM on 5 December. A caseworker has been assigned to the school and they now expect a call from JS and PD to progress the school's application.

It was noted ESFA will require:

- (a) more information on the school's financial position to help identify opportunities for structural change which would improve both efficiency and reduce costs
- (b) identify training opportunities for key administration staff
- (c) undertake a benchmarking exercise against other comparator schools

SM reported that ESFA would only offer a Loan after all other considerations had been made; and this would come with a clear repayment plan and payment schedule.

- The Auditors have agreed to reschedule the audit to Jan / Feb 2023; ESFA have concurred with this position. The school's aim is to provide all necessary information to enable the auditors to produce an Unqualified Report.

5.2 AFS Terms of Reference

Governors received the updated Terms (ed: Dec 2022). These were approved subject to two minor textual changes. The Clerk was asked to update the text and post the Terms on Governorhub.

Action: The AFS Terms of Reference were approved, subject to two textual revisions

6. Committee Reports

6.1 Achievement Committee (AL verbal report)

AL confirmed the Committee minutes of the meeting of 12 October were on Governorhub and invited questions. AL reported that since the last meeting actions had been taken to update the school website, governor link roles had been confirmed, the newsletter had been circulated and parents had been informed of the key headlines of the SDP.

SM asked that non-parent governors receive notifications sent to parents by parent mail.

Action: JS to ensure all governors receive information circulated on parentmail

6.2 The Achievement Committee is enhanced by the immediate addition of Simone Newton

6.3 Admissions

JS confirmed that Reception was full and Y1-Y5 had rolls of c30; Y6 was lower at 23 pupils.

7. Headteacher's oral Report

- 7.1 Safeguarding: the report will be circulated to Governors, via Governorhub
- 7.2 SEND Report and Pay Report: due to be circulated shortly
- 7.3 The impact of post Covid was still having an impact across the staff with short term staff absenteeism higher than normally expected. Two staff were on longer term sickness absence and these cases were being managed. Children were also falling ill, and pupil absence was higher than would be expected at this time of year. The school continues to use internal resources to cover for absence but latterly a supply teacher was recruited for two weeks. Staff appreciate the counselling and support available under the school's Insurance Policy.
- 7.4 The resignation of SENDCo and departure in December will leave a key resource gap in early 2023. Recruitment to the post is in progress. It was noted that CHMS and Haringey Learning Partnership are providing additional support to some SEND children but this is on a case by case basis.
- 7.5 Governors were concerned at the lack of staff cover in cases of absence and agree that ideally the school should seek to recruit another teacher, HLTA or TA. It was noted that the Eden Parents Group (EPG) are not in favour of funding revenue costs; preferring to fund capital projects that have longer lasting benefit to the whole school community. Governors suggested the school invite parents to be volunteers to the school. The principle was accepted
- Action: the school to prepare a parent volunteer timetable and complete DBS checks as required**
- 7.6 Pupil progress meetings will take place during January 23
JS and HG met 9 parent Representatives on 28 November and will hold another meeting on 9 December

8. Policies

- 8.1 JS confirmed:

Policies	Review date	Action
• Charging & Remissions	Jan 22	No changes to text: JS will update.
• Conflicts of interest	Mar 22	"
• EYFS	No date	"
• First Aid	No date	" JS to update appendices
• GDPR Privacy Notices x 3	No date	"
• Managing allegations	Sep 22	"
• Managing behaviour	Dec 22	Some statutory guidance has been updated 2022
• Online Safety	May 22	"
• SEND	Oct 22	"
• Relationships & Sex Ed	Sep 21	"

Governors noted that these were LBH policies, tailored to the school and without a textual change required only to be updated in terms of SLT responsibility and dates for review.

Action: the 10 Policies were Ratified, subject to the school completing the required textual and date based changes.

- 8.2 Governors noted:

- Staff Code of Conduct: updated: **Approved**
 - Child protection and Safeguarding Policy: updated; **Approved**
- Governors asked that these two policies be circulated by the school so that they could be reminded of the content and key areas of focus.

Action: School to circulate the Staff Code of Conduct and the Child Protection and Safeguarding policies to governors, for information

8.3 Governors noted that the School Improvement Partner (SIP) had made a recent review of the school website and approved the content, noting some areas required updating. These points have been actioned.

9. Health and safety

9.1 LBH recently completed a H&S Audit which was complementary. The school is expecting the written report

10 Governance

10.1 GDPR: no breaches and nothing to report

10.2 Risk Register: The Register requires a post Covid review by JS and BL; presentation to FGB once review has been completed

10.3 SDP review: Governors reviewed the Governance section in the current SDP and agreed that the focus on – capacity & skills; on strategic planning; and on finance - was appropriate.

Governors agreed:

(a) the aspiration for a balanced budget should be revised to 2023/ 2044 (from (2022/23)

(b) the issue of succession planning both among SLT and among governors should remain on the FGB agenda

11 Governor Visits, Development and Training

11.1 SN reported on her visit to school as part of a review of mental health

Action: SN to write up visit report

11.2 JS asked for a governor volunteer to support the recruitment interviews for a SENDCo on 8 and 13 December.

12 Proposed Term Dates 2023/24

12.1 Governors had received the proposed Term dates and raised no concerns. Inset dates will be scheduled into the calendar.

Action: The Term dates for 2023/24 were Approved

13. Any Other Business

13.1 Governors discussed their training needs as part of the preparation for the expected Ofsted visit. It was noted that all governors should be informed of the SEF and SDP priorities, the HT's priorities and the school's Vision and Mission.

13.2 There was no further business under Pt 1 of the agenda and the meeting closed at 21.20pm

14. Date of Next meeting

The next meeting of the FGB will be on Monday 20 March 2023 at 7pm, in school

There were no matters to be considered under Part 2 – Confidential matters

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Signed:
Steve Miller,

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Date:

Actions - from the meeting of 5 December 2022

- 4.1 (1.4)** Clerk to check governor declarations on Governorhub and follow up as required
- 4.1 (1.4)** SM to arrange a Safeguarding training for the FGB
- 5.2** the AFS Terms of Reference were approved, subject to two textual revisions

- 6.1** JS to ensure all governors receive information circulated on parentmail
- 7.5** the school to prepare a parent volunteer timetable and complete DBS checks as required
- 8.1** the 10 Policies were Ratified, subject to the school completing the required textual and date based changes
- 8.2** School to circulate the Child Protection and Safeguarding policy and the Staff Code of Conduct to governors, for information
- 11.1** SN to write up her Visit report
- 12.1** The Term dates for 2023/24 were Approved

Agenda items for the FGB meeting in March 2023

- Financial Report
- Academisation
- Risk Register
- Succession Planning
- LBH H&S Audit Report
- Fundraising
- The results from the Parent Survey