

LONDON BOROUGH OF NEWHAM
MINUTES OF THE GOVERNING BODY OF
SOUTHERN ROAD PRIMARY SCHOOL

Meeting Held on Tuesday 27th January 2015 (from 6:30pm)

Present: Ms S Lachowycz (Head Teacher)
Mr S Rahman
Ms S Flores (Vice Chair)
Mrs C Baynes
Mr M Uddin

In Attendance: Miss D Lawrence (DHT)
Ms Leontia Brewer (Clerk)

The Vice Chair chaired the meeting in the absence of the Chair.

1218. Apologies for Absence

Apologies for absence were received from B Stuckey (Chair), S Sozomenou and K Cowx, and these apologies were condoned.

1219. Declarations of Interest

There were no declarations of interest.

1220. Constitution

a. Reconstitution of Maintained School Governing Bodies

This item was deferred to the next GB meeting.

1221. Minutes of the Meeting Held on 25th November 2014

The minutes had been circulated prior to the meeting and read by governors.

Matters Arising

Under the Finance and Premises Committee report – The HT reported that regarding the Pinnacle quote, the specification for the work had been increased to approximately £50,000. This is because the initial quote had not allowed for work on the office, which had since been included. The office work involved changing and reorganising the desks and creating a range of cabinets to make the area more cohesive and with better flow. The work on the classrooms would start on Thursday 29th January 2015, with that on the

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office starting in March. It was noted that this quote was still cheaper than that given by other contractors but was of equivalent quality, which would provide value for money.

Decision: Governors (i) agreed that the minutes were an accurate record of the meeting;
(ii) agreed the refurbishment work at the higher quotation.

1222. Governors' Committees

a. Reports of Committees

Teaching and Learning Committee Meeting 27th January 2015

The Vice Chair reported that the Committee considered the following:

- the Maths report;
- a report from the music teacher;
- the phonics provision in the Early Years Foundation stage;
- Continuous resource provision; and
- The new working policy.

At the next meeting of the Committee further consideration would be given to the music report.

Finance and Premises Committee Meeting 27th January 2015

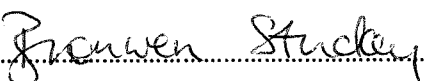
The HT reported that the Committee looked at the compliance calendar and conducted a premises walk about. They looked in particular at the KS2 building, the hall and the roof. As an aluminium roof would be installed on the new building there are fewer concerns about the roof. They also looked at the work that would be taking place over the next few weeks. The Committee also looked at the risk assessment paper.

Decision: Governors noted the reports of the two committees.

1223. Report of the Head Teacher

The HT presented the report, which had been circulated prior to the meeting. The following points were highlighted:

- Regarding nursery admission, there were only a few vacancies in the nursery at present and the January admission had not yet been considered;
- The decrease in number of pupils on Free School Meals (FSM) was a concern and the reasons were being investigated. More children

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seemed to be entitled last year particularly in year 6 and this may have been due to the Fair Play House;

- With regard to the proposal to employ additional welfare assistants, the reason was to free up Teaching Assistants for more skilled teaching roles. The estimated cost was about £120,000 and while this was not a good time to spend, the increase was being considered for the new budget;
- Regarding use of footballs at lunchtime, the letter received from the year 6 pupil had been well constructed. He has been asked to present his case for reintroduction of footballs to the Senior Leadership Team (SLT). The reasons for banning footballs were the disputes that occurred between players and the dominance of the game in the playground;
- With regard to the installation of an extended canopy for nursery outdoor provision, planning permission had been obtained. While the school had three years to carry out the work it needed to be done as soon as possible. For the few days when the work would be carried out, the nursery would be open but nursery pupils would not have outdoor play;
- With regard to the planning issues surrounding the KS2 rebuild, planning permission has been obtained. There is a condition about traffic which has to be satisfied by the Local Authority and the school would work with them as much as possible on this matter.

Questions From Governors

Is it only pupils from the nursery who apply for places in reception?

No. Reception places are allocated by the Local Authority so reception places are not only given to pupils in the nursery.

Have the conditions for being in the Fair Play House changed?

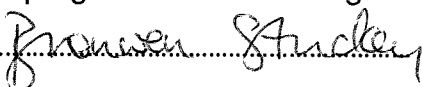
The conditions have not changed but the evidence linked to the Fair Play House does not necessarily support FSM. Therefore even if parents had entitlement last year due to the Fair Play House this does not mean that they will be entitled to FSM this year. The HT has carried out a benchmarking exercise against other schools and had noted major differences between schools regarding FSM take up.

With regard to the welfare Assistants, how will they be distributed?

The idea is for one per year group from reception through to year 6.

With regard to the issue of allowing football during lunchtimes, can there not be pupil referees and other ways of managing the football?

The DHT was looking at the options. For example, possibly engaging a welfare assistant for that role and having football rotas. Having a structured programme and a designated area for ball games would also help.

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How will the results of pupil progress using the tracking system introduced be passed on to parents?

The idea is to determine how well the child has met the targeted statements. If all were met the child would have completed the curriculum. The school is still assessing how to track pupils in view of the introduction of a level less system.

For the Nursery Outdoor Provision canopy why was planning permission needed?

It was needed because of the possible impact on surrounding residents.

Regarding the KS2 new build is the school now on track to start the building work?

A contractor has made it through to the final tender process. Their estimate is significantly lower than other contractors. The Local Authority was investigating to determine whether the work can be done at the correct quality for the amount they have quoted. The work is still on schedule for a September start. The year 5 pupils will be housed in the Upton Cross Creedon building from September and year 3 will be moved into the KS1 building. The year 4s will move into the year 5 classrooms. Year 6 will not be affected. The year 5's will still be integrated into the school since they will start at the school in the morning and return in the afternoons. The arrangement for use of the Creedon building would not pose a financial challenge for the school. The building work will be carried out in phases to enable the classes to be moved around as needed.

What happens with lunch that takes place in the KS2 building?

The dinner rooms will not be affected. More information about the arrangements for the new building project would be provided at the next GB meeting.

Will there be no teaching staff vacancies in September?

One staff member has gone on maternity. She cannot resign while on maternity so there is no vacancy yet. Apart from maternity cover there are two long term supply teachers.

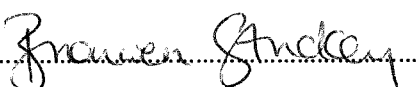
Decision: Governors noted the Head Teachers report.

1224. Chairs Report

In the absence of the Chair no report was presented.

1225. School Self Evaluation Update

The HT presented the Self Evaluation update in the form of a Post Ofsted Action Plan, which had been circulated before the meeting. The following points were highlighted with regard to aspects of the plan:

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- Target 1.2 – The mathematical activities planned were challenging for the pupils and showed their resilience;
- Targets 1.4 and 1.5 – when scrutinising pupil written work, evidence of implementation of the marking policy would be sought. The marking policy helps to simplify the work of teachers;
- Target 1.6 – Pupil work presentation was improving and was being done in accordance with school policy;
- Targets 2.1 and 2.2 – The SLT role was a new one and the leaders were learning the role and being challenged by the HT.

Decision: Governors noted the School Self Evaluation Update.

1226. Governor Education and Training

It was noted that no recent training had been undertaken by governors. The HT and Vice Chair recommended that governors attend the following courses if possible:

- 1) Keeping parents engaged and informed;
- 2) Understanding the budget parts 1 and 2.

1227. Dates of Meetings in 2014/15

Governors noted the meeting dates for the Academic year as follows:

Spring Term

Tuesday 17th March 2015

Summer Term

Thursday 19th May 2015

Tuesday 7th July 2014

It was noted that planning for the Governors away day was on hold

(all meetings to commence at 6:30pm)

until the Chair returned.

1228. Any Other Business

Governor Visits

Action: C Baynes would undertake visits for her link governor roles. She would email possible dates to the DHT to finalise the arrangements.

Governors were advised that the school would be holding an Enabling Enterprise day for years 1 to 6 in March. The focus will be on "A day of Politics." Governors were invited to attend.

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Action: the HT would email information about the Enabling Enterprise Day to governors.

Food Policy

C Baynes reported that on reviewing the compliance calendar it was noted that there was a need for policy review. One policy needing review was the Food Policy in light of new government requirements.

The HT clarified that the school had an SLA with the Local Authority for catering services and through that arrangement the government requirements were met. However there was a new requirement that all FSM pupils who wished to have milk at school should be offered milk. She was presently investigating how this can be implemented as there would be a cost to the school.

Spanish Report

The HT presented this report, which had been circulated prior to the meeting. It reported on arrangements to teach Spanish at the school and what was expected from these classes. An Ofsted inspector had attended one Spanish class and had been impressed with the standard of Spanish he observed.

1229. Agenda items for the Next Meeting

- Reconstitution
- Building Project Update

The meeting ended at 7:55pm

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