

**GOVERNING BODY OF
ST MICHAEL AT BOWES CE JUNIOR SCHOOL**
Tottenham Road, London. N13 6JB



7 January 2021

MEMBERS

LA Governor	Bambos Charalambous MP	18.9.2018	17.9.2022
Parent Governors x 2	Lauren Harris *	5. 11.2018	4.11.2022
	Daniela Atamnia	19.11.2019	18.11.2023
Staff Governor	Kate McDonald Boyle	9.10.2020	8.10.2024
Foundation Governors x 7	Fr Engin *	Ex-officio	
	Jean Jakobson (Vice Chair)	18.9.2017	17.9.2021
	Revd. Mark Jones Parry	Ex-officio	
	Michelle Broomes (PCC)	3.10.2019	2.10.2023
	Lawrence DeSouza (East Haringey) Deanery Synod (Chair)	14.11.2019	13.11.2023
	Rebecca Christy	5. 03.2020	4.03.2024
	Vacancy x 1		
Headteacher	Maria Jay		

Also attending

Debbie Butcher – Deputy Headteacher (Associate Member)

Izlem Balci - SBM

Mary Gavriel – (Associate) *

Mandy Newell - Minute and Advisory Clerk

* Denotes absence

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Fr Engin and Mary Gavriel.

NOTED the absence of Lauren Harris.

RESOLVED to not consent to the absences of Fr Engin and Mary Gavriel but not to the absence of Lauren Harris.

2. **DECLARATION OF INTEREST, PECUNIARY OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA**

Governors were given the opportunity to declare any interests. None were made.

3. **BURSARY SERVICE**

REPORTED that Izlem Balci guided Governors through the details of the two potential suppliers for the bursary service. She explained that both the current supplier, Count On, and SBS had provided quotes for a three year deal. Governors were informed that the Count On quote was £400 cheaper than SBS at a cost of £11,020 per year compared to £11,400 per year. She also explained that the Count On Quote included the RM License. In response to a query from Mark Jones Parry, Izlem Balci stated that Count On worked well with the LA and offered regular visits to the School to help with the managing of the budget thus enabling any problems to be resolved quickly.

RESOLVED to agree that the 3 year contract for the bursary service be with Count On.

ACTION: IZLEM BALCI

4. **MEMBERSHIP AND CONSTITUTION**

Foundation Governor

NOTED the vacancy.

5. **MINUTES/MATTERS ARISING FROM THE MINUTES**

RECEIVED the minutes of the meeting held on 3 December 2020 which were agreed as a correct record. There were no matters arising.

NOTED that at the September meeting it had been agreed that Laurence DeSouza would become Chair of the Governing Body from this term. Jean Jakobson handed over to him and the Headteacher thanked her for all the hard work she had undertaken. Jean would now undertake the role of Vice Chair.

6. **HEADTEACHER UPDATE**

RECEIVED a verbal update from the Headteacher, Mrs Maria Jay and an Inclusion Report, a copy of which is included in the Minute Book.

REPORTED that

- (a) the Headteacher guided Governors through the Inclusion Report and the following matters were highlighted as a result of Governor discussion;
- (b) 20% of pupils were on the SEND register and 8 had Educational Health Care Plans (EHCPs). This number was reducing to 7 as one child had recently confirmed they

were moving away) Governors reviewed the data explaining the percentages of children with communication and interaction needs, cognitive and learning needs, social, emotional and mental health difficulties and sensory and/or physical needs;

- (c) Governors reviewed the attainment data from Spring 2020 to the end of the Autumn term. The Headteacher explained what a disruptive year it had been and the problems faced when trying to measure progress and attainment. Governors recognised that understandably attainment had dropped overall as it took a while for the children to settle back in after the first lockdown. The Headteacher explained that the pink areas showed the differences between SEND and non-SEND pupils. The gaps were larger for those new to English. The biggest gap was in writing and the School was focused on this. Governors discussed the problems likely to be faced by the latest lockdown and the fact it would again take time for children to get back on track again;
- (d) Governors reviewed the progress data and were pleased to note that all children were making expected or close to expected progress. They recognised the issues faced with the new lockdown but were pleased that measures were in place now to help reduce any negative impact;
- (e) the Headteacher guided Governors through the targeted intervention analysis;
- (f) attendance was good. The Inclusion Manager and Learning mentor made home visits to 3 hard to reach families due to attendance concerns and 5 Team around the Family (TAF) meetings had been held and 1 scheduled for first week in January 2021. Government Hampers had been given to 8 families who were either FSM or considered vulnerable;
- (g) Governors reviewed the whole school intervention provision map and Governors were pleased to note that TAs continued to carry on with these interventions either in School or via home learning. In response to Governors' queries, Debbie Butcher clarified the bubble sizes were 15 in each year group. Currently there were 11 in Year 6, 10 in Year 5, 6 in Year 4 and around 9/10 in Year 3. The children in School either had EHCPs, were considered vulnerable or a child of critical workers. The School had been given 35 laptops to date to help with remote learning and were also awaiting another 28 from the DfE this week. Governors discussed the issues surrounding home learning for some children and the provision of devices to help with this. The Headteacher explained that the Dfe had today sent a link to help children access the internet more easily;
- (h) Governors were informed that pupils were being given two live lessons per day and one RE lesson was being conducted per week. Debbie Butcher planned to introduced French lessons too in the near future. Teachers were reading with pupils and TAs conducting interventions both in groups and 1:1. Staff rotas had been sorted to ensure the minimum number of staff possible has to come into School. In response to Governors' queries, the Headteacher said she was happy with the response to home learning and children were being checked on if they were not logging on. Year group lessons were being held at various times of the

day to maximise the use of devices at home. Children seemed to be very engaged in lessons and had been told to manage their School day as normal;

- (i) FSM food parcels were being delivered fortnightly and were prepared by the School kitchen staff. Vouchers would be issued during half term;
- (j) the risk assessment had been updated and was available to view on the website;
- (k) the Headteacher explained that the recent Inset Day had been going to focus on walkthrus but lockdown had meant the focus had changed to remote learning. The walkthrus training had been deferred. A staff meeting was being held every Tuesday on line. A new admissions meeting for Year 3 would be held virtually and a virtual tour of the School was available on the website. Governors commented how good this was. The Headteacher and Debbie Butcher would be holding Q&A sessions for parents and a letter was being sent out to Year 2 parents at Tottenham on Monday;
- (l) three staff members had tested positive for Covid and one staff member was self-isolating. Two classes had needed to close just prior to Christmas. A long serving TA had decided to retire and had not served notice but left in December. The Headteacher thanked her for her long and valuable service to the School. Another TA was relocating to Brighton and would be leaving tomorrow.

NOTED that Governors thanked the Headteacher and her team for their hard work and dedication during these difficult times. Debbie Butcher pointed out how good both parents and staff were and Governors commented on the strength of the SLT.

7. **GOVERNOR LEARNING OPPORTUNITIES**

Please book Governor training via your School based booker, Izlem Balci

<https://www.enfieldpdonline.org.uk/cpd/portal.asp>

<https://www.ldbs.co.uk/governor-courses/>

Modern Governor training provides online learning modules. For subscription and further details please contact Enfield Governor Support Service.

8. **LOCAL AUTHORITY REFERRALS**

NOTED the Termly newsletter was not yet available to view on GovernorHub.

9. **DATES OF FUTURE MEETINGS**

NOTED the date of the next meeting as

4th February 2021 at 4.30pm.