

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



‘An inclusive Christian community building on firm foundations for successful lives’

‘You will enjoy what you work for and you will be blessed with good things’ Psalm 128:2

We are committed, as a governing Body, to driving forward the distinctively Christian vision of our school. Through this we aim, in line with the LDBS 2030 vision for schools, for our school to be:

- A place where all can flourish
- A place which enables transformational futures
- A place which is deeply Christian, committed to serving the common good with the invitation of Jesus to ‘live life in all its fullness’ at their heart (John 10:10)

17 March 2022

MEMBERS

LA Governor	Bambos Charalambous MP	18.9.2018	17.9.2022
Parent Governors x 2	Daniela Atamnia *	19.11.2019	18.11.2023
	Camille Anderson *	14.1.2022	13.1. 2026
Staff Governor	Kate McDonald Boyle	9.10.2020	8.10.2024
Foundation Governors x 7	Fr Engin	Ex-officio	
	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 2		
Headteacher	Debbie Butcher		

Also attending

Bridget Lennon Deputy Headteacher)(Associate)

Mary Gavriel – (Associate)

Izlem Balci – SBM

Mandy Newell - Minute and Advisory Clerk

* Denotes absence

Clerks Note : in the absence of the Chair, Kate McDonald Boyle chaired the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Lawrence DeSouza, Mark Jones Parry and Michelle Broomes.

NOTED the absence of Daniella Atmania and Camille Anderson.

RESOLVED to agree to these absences.

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

Members were invited to declare in interests in respect of the agenda. No declarations were made.

3. MEMBERSHIP AND CONSTITUTION

(a) Foundation Governor

NOTED the vacancies. There was no further update available at this meeting.

(b) DBS Checks

NOTED that the Governing Body must apply for a DBS certificate within 21 days of a Governor's appointment or election.

4. MINUTES/MATTERS ARISING FROM THE MINUTES

RECEIVED the minutes of the meeting on 10th February 2022 which were agreed as a correct record. There were no matters arising

RESOLVED the minutes should be signed by the Chair on GovernorHub.

ACTION: CHAIR

5. SERVICE LEVEL AGREEMENTS (SLAS)

RECEIVED the SLAS for the 2022/23, a copy of which is available to view on GovernorHub and in the Minute Book.

REPORTED by the SBM that

(a) the School would be continuing with the same SLAs as last year;

- (b) they were still awaiting the electrical maintenance quote which was expected to be around the same as last year at £3k;
- (c) it was planned to continue with the current cleaning contractor when the contract finished at the end of March. Quotes had been sought and the current contractor had quoted £31,354. Westgate had quoted around £200 more and a third quote had come in at £37,000. A fourth quote had been sought but the company had failed to provide one. The SBM explained that the school was happy with the current provider but would have changed if a more favourable quote from another contractor had been forthcoming. As better deal had not been received it had been agreed that the current provider would start a new contract from 1st April;
- (d) the SBM explained that's some services were costing less than last year as they were based on pupil numbers which were less now than in previous years. Some services had increased by up to around 5% but overall there were no major differences. She pointed out to Governors that price comparisons for this year and last year were available to view on the spreadsheet.

RESOLVED to agree the SLAS.

6. **REPORT OF THE HEADTEACHER**

RECEIVED the written report from the Headteacher Mrs Debbie Butcher, a copy of which is available to view on GovernorHub and in the Minute Book. This covered the following areas and Governors had read the report carefully prior to this meeting.

- Quality of Education;
- Personal Development;
- Behaviour and Attitude;
- Leadership and Management ;
- Progress of school improvement plan;
- Pupil Staff and Parent questionnaire outcomes;
- Achievement and Progress of pupils (focus of FSM and use of Pupil Premium)

REPORTED that the following matters were highlighted as a result of Governors' discussion.

(a) Admissions

The number of children on roll was currently 291/360.

(b) Attendance

The whole school attendance to date was 94.81% with a target of 96%+. Work was ongoing to continually try and improve attendance. The school experienced a surge in coronavirus cases in spring one, along with other expected winter bugs. However, efforts to engage with persistent absenteeism have been successful.

(c) Scaffolding

The Headteacher had spoken to Camille Anderson earlier today and she had raised a question around scaffolding for the children and what this meant. The Headteacher had explained that scaffolding involved a number of different ways in which children could be helped to access learning to a level that was acceptable. She had given Camille examples of how this could be used and explained that as children developed in confidence scaffolding could be removed.

(d) Achievement and Progress

Kate McDonald Boyle commented that this looked good and Governors agreed. The Headteacher explained that assessments had been completed last week and the data was now being collated. She and the SLT along with the Assessment Leader would be analysing the data and the Headteacher's report would be updated with the Spring data. This would be uploaded to GovernorHub and Governors informed when it was ready to view. She recognised the importance of Governors having up to date data. Governors discussed Year 6 and it was commented that figures for this cohort were positive when taking Covid issues into account.

RESOLVED that the Headteacher update her report with the Spring data and upload it to the Hub.

ACTION: HEADTEACHER

(e) Safeguarding and pastoral update for the last Term

- no complaints;
- no Children Looked After;
- two Child Protection (Safeguarding) referrals to social care;
- no allegations against staff reported to the Lead Officer for Child Protection;
- one reported racial Incidents;
- one reported serious bullying Incident;
- no significant safeguarding issue, whether to do with sexual behaviours, radicalisation or any other form of threat or risk to young people;
- no exclusions.

7. **ENGAGEMENT WITH STAKEHOLDERS**

RECEIVED the parental survey results, a copy of which was available to view on GovernorHub and in the Minute Book.

REPORTED by the Headteacher that

- (a) questionnaires had been sent out to staff, pupils and parents in February. These had been sent out on line;
- (b) towards the end of the deadline for the parents survey, only fifteen responses had been received. Parents were then sent a paper survey and sixty six responses were forthcoming. This was still lower than normal but better than prior to the paper version being sent out. Bridget Lennon explained that the link on Dojo had stopped working so parents were unable to complete their survey on line. This has resulted in

a great deal of work for staff when compiling the survey results. The Headteacher had spoken to Camille Anderson as this was her area of expertise and she had stated she would be interested in helping with a working party to look at surveys in the future. She was happy to help with the collation of results too. Working parties had been used previously and the Headteacher was keen to reinstate these. Governors reviewed the survey data and were pleased to note that overall parents felt the School was well led and that they were happy with the communication systems. Some parents had commented that they had not realised there was a way of translating documents and Bridget Lennon suggested the way in which to do this could be explained at the next parents evening via an iPad;

- (c) the Headteacher was delighted that the survey was overwhelmingly positive as were Governors. They also considered that in some areas the fact that a number of parents had ticked “don’t know” was also a positive. They discussed behaviour and the fact that 71% of parents felt that the School was effective at dealing with behavioural issues. The Headteacher explained that part of the outcome of the pandemic had been that children were suffering from social skills issues and were more immature than would normally be expected. Some struggled with the social norms around children with Educational Health Care Plans. Work was being done on this;
- (d) Governors reviewed the positive feedback around consultation meetings, the website, and its vision, the value of Class Dojo and the format of the newsletter;
- (e) the Headteacher considered the survey might be done at a different time of year in future so that parents were aware of their child’s targets;
- (f) suggestions would be acted upon and Governors discussed the concerns around school meals. Bridget Lennon informed Governors that the area Catering Manager had visited the School on Tuesday. They had discussed the fact the children’s meals were rather bland and as a result of this they were not keen to eat them. A further meeting was planned with the Headteacher and DHT to discuss possible improvements. Parents were keen for more opportunities to come into School and this was being arranged. The Headteacher explained they were doing their best to not let Covid get in the way of any family events at School but were asking people to wear masks;
- (g) the staff questionnaire had been completed. The Headteacher had met with the SLT and Team Leaders to look at the positives and areas of development. Achievement Leaders were going to discuss the results with staff informally as some issues that had come to light were of concern and as the survey was anonymous it made it hard to source who had raised particular issues. Areas around comments made about behaviour, work load, support with SEND pupils and mental health would be discussed further;
- (h) the pupil survey was positive but had raised concerns around behaviour in the playground and the fact children felt they wanted more of different awards. These issues were being addressed. A face to face survey would be conducted with the children. The Headteacher met with three of the School Council representatives once a fortnight and was pleased with the way in which they fed back to her about questions raised in the pupil voice boxes. She in turn was able to feed back to them;

- (i) Governors and staff were delighted that all three surveys were, in the majority of areas, very positive about the School.

8. **POLICIES**

RECEIVED the following policies/documents, copies of which are available to view on GovernorHub and in the Minute Book.

- Holiday and School Term dates;
- RE & Collective Worship Policy ;
- Spirituality policy & child-friendly spirituality policy.

RESOLVED to ratify the above documents.

9. **TRAINING/ GOVERNOR LEARNING AND DEVELOPMENT OPPORTUNITIES**

NOTED that Governor training could be booked via the School based booker, Izlem Balci.

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

[Please note the following training sessions: \(Virtual unless advised otherwise\)](#)

10. **DATES OF FUTURE MEETINGS**

NOTED the dates of future meetings as

18 May 2022 (Governor Away Day commencing at 1230pm, followed by the GB meeting)
13th July 2022

These would be held at the School at 4.30pm.