

Minutes of the Full Governing Board Meeting
Friday 5th July 2024 at 7.45am
In-person meeting

Governors present:, Mark Chapman (*Chair*), Jo Davey (*Co-headteacher*), Tessa Hauswedell, Rachel Howarth, Zoe Judge (*Co-headteacher*), Ian Macaulay, Antonia Shortall

Staff present: Darrel Barsby, Emily Brooks, Nofer Fari, Florence Herrero, Stewart Hesse, Kirsty Holder, Louise Prodromou, David Robson, Ewan Scott

Also present: Sam Murray (*Clerk*)

1. Apologies were received and accepted from Jo Arrowsmith, Lorraine Hudson, Anne Canning, Helen da Silva

2. Declaration of interests

There were no meeting specific declarations of interest made by anyone present. Governors were reminded to ensure their entry in the register of business interests is kept up to date.

3. Director of Operations report (LP)

Governors had received a copy of the written report. The following points were highlighted:

Link governors had met with LP to go through the report and discuss the contents in detail prior to the GB meeting.

Q1 budget and finance review: Governors received an update on the budget. LP advised governors that there are some areas of concern and pressure points within the figures but these were not unexpected. The use of external agencies is an area of expenditure that will be reviewed and in terms of income generation there will be a focus on increasing voluntary donations. LP will have a clearer indication of the position at the next quarterly review.

In response to a governor question about parental voluntary contributions, LP advised that approximately £5K had been collected. Link governors, LP and Maria Demetriou will meet next term to look at an improved plan for increasing this amount.

The renewed catering SLA with Harrisons is in the final stages of processing and will ensure that catering staff receive the London Living Wage.

Site maintenance: works have been arranged by Haringey for the summer holidays including emergency lighting repairs. LP has met with the contractors recently. Governors received and considered a copy of a RAG rated Premises Development Plan.

Health & Safety: The Staff H&S Committee is due to meet before the end of term. Compliance testing, monitoring and recording continues as required.

Site team: Recruitment is ongoing to fill the vacant site team roles including Site Manager. LP is meeting with the site team staff regularly.

HR & Staffing: An update was provided and LP reported that teaching staff recruitment had been successful with vacancies pending in social sciences and computer science. There are six support staff vacancies which will be recruited for over the coming months.

Support staff notice periods: Haringey LA and Trade Unions have agreed to amend support staff contractual notice periods for all new and existing employees to 6 weeks for Scale 1-P04 and 3 months for P05 and above. **Governors agreed to also adopt this change for Fortismere support staff from 1st September 2024**

Model HR policies: Governors have agreed to adopt all Haringey model HR policies where this is recommended by the Director of Operations or Co-Headteachers. **The following policies have been adopted by Fortismere School**

- Sickness Absence policy
- Grievance policy
- Parental leave policy
- Annual leave and Time off policy
- Organisational Change policy

3.1 School Rebuilding Programme update: The school has been placed into the Group 1 phase of the rebuild project. DfE and LA staff have visited the school to assess buildings and will return over the summer. MC advised governors that there are currently no actions for the school in relation to the SRP. The Strategic Estate Committee had met and has planned a dream session for September.

4. Special Educational Needs & Disability Report (NF)

Governors had received a written report setting out progress against the strategic plan for SEND/Linc. Governors also received and considered background supporting data and information. NF had met with Rachel Howarth, SEND link governor to discuss the report prior to the GB meeting.

Governors discussed the report including the national and local context for SEND provision which is characterised by stretched resources and increased concerns from families and professionals. The Haringey safety valve and the Haringey SEND strategy affects how the school can work with students and their families.

SEND population data was considered and shows that numbers are increasing - there are currently 330 students on the SEND register. Different areas of need were outlined – ASD/ADHD is the biggest group in school.

Strengths this year have been the training for all teachers to deliver wave 1 quality first teaching and adapted teaching strategies and an increase in the number of events designed to upskill and inform parents and carers of SEND students. These events often led by external professionals have provided useful information and networking opportunities for the school and parents. There are challenges in relation to funding for SEND which doesn't always cover the full cost of the required provision.

Areas of focus going forward will be upskilling staff across the school on SEND teaching and pastoral care, the creative management of stretched SEND resources, and improving external partnerships to benefit our students.

NF is working with the HEP School Improvement Partner and a SEND review in the autumn term will feed into the next phase of the plan.

In response to a governor question about gathering the views of parents, NF explained that there are plans for a parent survey next year and that views are gathered from parents at the end of the EHCP annual review process.

RH, as SEND link governor, reported on the positive work that has taken place in LINC to improve admin and communications and timeliness of response. The comprehensive programme of sessions and events for parents has really been appreciated.

The CoHeads reported that SEND features in all the teaching and learning reviews and data tracking. The SEND review next term and summer exam results will provide useful information for tracking progress and the quality of teaching and learning for SEND.

Governors thanked NF for his comprehensive report and for all his work to improve LINC services and provision.

4.1. SEND Policy and SEND Information Report

The SEND Policy and The SEND Information Report have both been reviewed and had minor updates to reflect changes in staffing and procedures. There are no policy changes to report. **Governors approved the SEND policy and the SEND Information Report.**

5. Safeguarding Report (ZJ)

ZJ presented the report written by KS and outlined the national context for safeguarding and child protection. *KCSIE* and *Working together to safeguard children* provide the statutory framework for all safeguarding work at school. Filtering and monitoring systems for online safety, school attendance and recruitment checks have been a focus this year following the changes in KCSIE 2023.

Work that has taken place around relationships and the school has responded to concerns relating to conflicts around the world through initiatives like Stand Up and Olive Branch.

The Social Worker in School project has created excellent extra capacity and enabled the school to be more proactive. In response to a governor question, ZJ confirmed that there will be a review of the role but it is funded by Haringey and they largely set the focus of the work that is carried out.

Details of annual staff training and data for incidents and referrals were considered by governors.

Actions and priorities for 2024-25 were set out in the report. There are only minor changes coming in KCSIE 2024 including a greater focus on Early Help and safeguarding of students in alternative provision. The Safeguarding & Child Protection policy will be updated for the autumn term and presented to governors.

The safeguarding link governor has met with the DSL through the year to monitor safeguarding arrangements, to ensure compliance and to look at safeguarding data more closely.

Governors noted that they would like to hear the student voice on safeguarding and anti-bullying. EB described opportunities for governors to hear directly from students such as attending meetings of the student council.

6. Pastoral Report (ZJ)

Governors received a written report focussing on behaviour and attendance.

6.1 Attendance

Attendance data for the year shows a school figure of 92% which is above the national figure of 90% but below where the school was pre-covid. Attendance concerns are greater in KS4.

Daily detentions and Friday afternoon detentions for lateness and punctuality concerns have had some impact on those with lower-level concerns. Staff processes for reporting truancy from lessons have been tightened.

Students who are severely absent have individual support packages to try and improve their attendance, for many there are very complex issues behind the non-attendance. The school is exploring extra resources for attendance staffing and possibly buying into a higher-level package from the LA Education Welfare Service.

The Attendance policy is being reviewed and updated to reflect new guidance and regulations for September 2024. A revised policy will be presented next term.

6.2 Behaviour

Governors considered and discussed behaviour data. The CoHeads are pleased to report that there is lots of good behaviour in lessons and positive conduct around the school.

The Behaviour policy and supporting appendices have been reviewed and updated this year.

Suspension and exclusions data was presented and governors looked at the figures for repeat suspensions and the reasons for suspensions. School figures are generally in line with the national figures for some year groups. Figures for repeat suspensions in Year 10 and Year 11 are above the national average and in response to a governor question, the CoHeads described a complex cohort of students with high levels of need. There will be a close focus on behaviour support for identified students as they move into Year 11 and exams.

MC commented that there is work for link governors to explore the data in more detail. Governors want to consider what sits behind the figures and if any actions or focus is needed to address this and particular groups within school.

Governors thanked staff for the informative reports on safeguarding and pastoral matters.

7. Minutes of the last meeting & Matters arising

Governors had received and agreed the minutes of the last meeting as an accurate record.

There were no outstanding matters arising from the last meeting.

8. GB Membership

The strategy session will consider what skills are needed when recruiting governors to fill the current vacancies. There will be a staff governor vacancy from next term.

9. Meeting dates 2024-25

Meeting dates for the next academic year were circulated.

Meeting closed

