

**Minutes of the Full Governing Body Meeting**  
**Friday 8<sup>th</sup> December 2023 at 7.45am**  
*In-person meeting*

**Governors present:** Anne Canning, Mark Chapman (*Chair*), Jo Davey (*Co-headteacher*), Pat Dugdale, Lorraine Hudson, Zoe Judge (*Co-headteacher*), Ian Macaulay, Antonia Shortall,

**Staff present:** Darrel Barsby, Emily Brooks, Nofer Fari, Florence Herrero, Stewart Hesse, Kirsty Holder, Dave Robson, Kirsten Sullivan

**Also present:** Sam Murray (*Clerk*)

*The Chair welcomed everyone and introductions around the table were made.*

**1. Apologies** were received and accepted from Reem Al Rasheed, Tessa Hauswedell and Rachel Howarth.

**2. Declaration of interests**

There were no meeting specific declarations of interest made by anyone present. Governors were reminded to complete an annual entry in the register of business interests.

**3. Director of Operations report (LP)**

Governors had received a copy of the DOO written report. Link governors had met with LP and discussed the report contents in detail. LP highlighted the following points:

**3.1 Finance/budget update:** The Quarter 2 budget return shows a deficit due to the actual teacher/support staff pay awards being higher than budgeted. The in-year deficit has increased. Close regular monitoring of the budget is taking place.

Link governors feedback on their budget monitoring and will continue to meet LP regularly to scrutinise the figures. The budget next year will be even more pressured.

Work is taking place to streamline the different systems used the Finance Team to make budget processes more efficient. LP highlighted that better connectivity between systems will allow more detailed scenario planning to take place.

Haringey LA are consulting with Headteachers via the School Forum on a proposal to support the budgets of primary schools with falling pupil numbers. The proposal would have an impact on all school budget allocations 2024-25. The CoHeads are responding to the budget consultation.

Income generation: Holidays clubs are going well. A parental voluntary contributions letter is being prepared.

**Voluntary fund accounts:** have been audited and presented for approval by governors. Governors approved the accounts.

**3.2 Site/Estates update:** Work continues with routine statutory checks and inspections. A fire risk assessment has been completed.

A Health & Safety Audit was recently completed and a report will follow. The Smartlog system will support LP to monitor and plan actions from the audit.

In response to a governor question about compliance priorities, LP confirmed that she is clear on what needs to be done and what standards the school should be working to but the condition of the site and the availability of resources limit how action can be taken.

Link governors will have a compliance session with LP at their next meeting and report back to governors.

**Maintenance programme:** actions required following inspections impact on the planned maintenance programme. LP is working closely with LBH as the corporate landlord to plan works for the year ahead.

**3.3 Human Resources update:** Governors received an update on current recruitment for support staff vacancies. Some roles on hold while budgets are confirmed. Recruitment for the teaching staff vacancies is ongoing with some areas proving difficult (maths and drama).

Governors considered staff absence data and requested comparison data for the previous year. A governor asked if there were any concerns about staff absence levels. CoHeads responded that there are no significant concerns; absence seems to be for longer signed-off periods rather than multiple short absences.

Link governors will discuss with LP what staff absence data should come to FGB meetings.

**3.3.1** LP and CoHeads had met with Unison reps recently to discuss the issue of the London Living wage for contracted catering and cleaning staff. The school cannot currently afford to absorb the extra costs but will discuss the issue with the Catering and Cleaning companies to explore alternative ways of increasing the pay of their staff.

**3.4 ICT/Infrastructure:** LP is working with Haringey on a platform for improved cyber security. There have been some local cyber-attacks on Haringey schools.

MC suggested exploring the cyber insurance included in the DfE's Risk Protection Arrangements scheme. Governors would like LP to include a specific section in the next DOO report to FGB on cyber security and how to mitigate the risks to the school.

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| <b>Action: Next DoO report to FGB to include cyber security risks and measures and a review of the insurance offered by the RPA (LP)</b> |
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In response to a governor question about filtering and monitoring for safeguarding, KS responded that as DSL she meets with the ICT Manager on a regular basis.

#### **4. School Improvement Plan Review 2022-23**

Governors had received a copy of the final SIP 2022-23 and the closing report. Targets not completed during the year were rated red and CoHeads advised governors where these will be rolled into others and carried forward in to 2023-24.

Overall the final SIP report shows lots of progress and improvements across the school. Governors would like to pass on their appreciation and thanks to all staff for their input.

#### **4.1 School Improvement Plan 2023-24**

Governors had received a copy of the SIP 2023-24 and a supporting commentary document. CoHeads are gradually streamlining the document so that the end result is an executive SIP with separate area SIPs underneath. The SIP informs the SLT workplan for the year ahead.

Governors discussed the headline targets set out in the SIP including:

##### **Standards** - Progress 8 0.55 Attainment 8 5.8 and ALPs 2

- Progress of identified groups KS3-KS5: Disadvantaged students (focus to include HPA boys, LPA, Disadvantaged, SEN K students, BBH)
- Implementation of the recommendations of the Pastoral Review
- Embed and monitor the Teaching and Learning Policy in order to support the rapid progress of all students
- Monitoring of assessment policy and practice to support above outcomes across the school

##### **Inclusion** - Monitoring, Evaluating and Reviewing the culture and ethos of Safeguarding across the school

- Whole School Attendance at 94%
- Reviewing and embedding the effective use of the behaviour management system
- Developing and monitoring the alternative provision for KS4 (Finch)

##### **Community Cohesion** - Further development of strategies to enhance two-way communication between school, parents/carers and the wider community

- Whole school improvement is supported by effective use of partners
- Development of the character curriculum

##### **Finance and Resources** - Ensuring the school budget remains balanced while protecting the delivery of the curriculum

- Development of site to ensure fit for purpose facilities
- Further develop the effectiveness of operational systems and processes to ensure the effective running of the school

A governor asked about support for staff in relation to new initiatives in the SIP. CoHeads outlined how training and support can be tailored to meet the needs of all staff from those requiring low level input to those requiring formal support plans.

Link governors reported that they had heard positive feedback from staff in relation to implementation of the Teaching & Learning policy.

A governor asked about how the school will focus on those students who are not fully accessing what is on offer. CoHeads responded that for many of these students the school is also working with external agencies and these services are very stretched. The pastoral approach in the SIP will aim to link departmental and pastoral staff more closely so that pastoral support belongs to everyone.

Communications link governors agreed as Rachel and Anne to work with CoHeads and SM to support comms targets.

Governors noted the reference to artificial intelligence in the SIP. CoHeads explained that an ex-colleague is undertaking research in this area hopes to include Fortismere in the project.

Governors agree and support the targets in the SIP 2023-24; link governors will monitor targets through their meetings and through the full governing board meetings.

#### **5. Destinations data Y11 and Y13**

Year 11: Governors received a report setting out destinations data for Year 11 students (2023) and comparison data for the previous year (2022). Data shows an increase in students moving to Woodhouse College compared to previous years. Return to non-covid GCSs meant more Fortismere students failed to meet the 6<sup>th</sup> form entry requirements than the last two years. 30 students joined Y12 from other schools. The sixth form plan will consider student retention.

**Year 13:** Data shows that 51% of students achieve places at Russell group universities. Six students to Oxbridge, three for medicine and one for veterinary science. More students chose a gap year than the previous two years. There is an increase in students on foundation degrees enabling them to study at universities where they may not have got onto a first-degree course.

Governors noted the number of students retaking A levels to secure a place at their first choice rather than accepting their insurance place. DR confirmed that retakes are not sat at Fortismere.

In response to a governor question about students moving to Woodhouse, DR confirmed that reasons for this will be explored but Woodhouse offer something different and students are exercising their right to move. They also market their offer well.

The chair commented that the sixth form working group will consider all these issues.

A governor asked if there was a noticeable difference in destinations for internal and external sixth form students. DR noted that SIMS will support closer scrutiny of the data and will share this with the working party.

#### **6. Careers Information Advice & Guidance report**

Governors received a written report detailing how the school is meeting the requirements for CIAG across the school including visits from external speakers and the use of online platforms like Unifrog and Springpod.

A career education development plan 2023-24 is in place and plans were shared in the report. Support for vulnerable groups including SEND students was also set out for governors. Link governor for CIAG will arrange to meet with the careers team to monitor the development plan this year.

#### **7. Policies for approval**

- Teacher Pay policy (model LA policy) Approved
- Appraisal policy(model LA policy) Approved
- Charging & Remissions policy (no change from previous policy) Approved
- Safeguarding & Child Protection policy (updated from model LA policy) Link governors for safeguarding had met with KS and reviewed the policy. Approved.

**8. Minutes of the last meeting**

The minutes of the full governing body meeting held on 16 October 2023 were agreed as an accurate record of the meeting.

**8.1 Matters arising from the last meeting are** completed or covered on the agenda.

**9. GB Membership update**

**9.1 Appointment of Associate members** – Governors received recommendations for the appointment of two Associate members: Ariella Levine and Mike Edwards. They will be appointed to a newly established Strategic Estates Committee. **Governors agreed the appointment of Ariella Levine and Mike Edwards for a 4-year term of office.** Governors agreed that both members could attend FGB but are not required to do so and would not have voting rights.

**9.2 Staff governor vacancy** - Nominations from staff have been sought. Following the deadline an election may or may not be required depending on the number of nominations.

**10. Date of next meeting** – Monday 5<sup>th</sup> February 2024 6pm

*Meeting closed*