

**THE GOVERNING BODY OF SACKS MORASHA JEWISH PRIMARY
SCHOOL
MINUTES OF THE MEETING HELD AT THE SCHOOL ON
WEDNESDAY 24 JANUARY 2018**

MEMBERSHIP

LA GOVERNORS

*Irene Mansfield

STAFF GOVERNOR

*Sarah Woodward

FOUNDATION GOVERNORS

*Jason Marantz

*Leonie Sher

*Annabel Ries

*Chavi Abeles

*Mark Nicolaides

*Simone Gershon

*Naomi Samuels

Leonard Klahr

PARENT GOVERNORS

*Ben Morris

*Elliott Goodman

*Scott Aaron

HEADTEACHER

*Hayley Gross (Headteacher)

*denotes member present

In Attendance

Madhu Nambiar (Relief Clerk)

Justin Kett (Deputy Head)

Miriam Kaye (Deputy Head)

Part I

18/01 **WELCOME**

The Chairman welcomed Governors to the meeting and introductions were made.

18/02 **DVAR TORAH – WHAT IT MEANS TO ME**

The Chairman thanked Mark Nicolaides for sharing his vision with the Governors.

18/03 **ACCEPTANCE/NON ACCEPTANCE OF APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted on behalf of Leonard Klahr.

18/04 **DECLARATION OF PECUNIARY INTEREST**

There were no pecuniary interests declared by Governors in the current agenda.

The Chairman explained the requirements of the forms for the benefit of the new Governors.

Governors were reminded that the Declarations of Interest forms were held by the office.

18/05 **MINUTES OF THE GOVERNING BODY MEETING HELD ON 25 OCTOBER 2017**

The minutes of the meeting held on 25 October 2017, copies of which had been circulated prior to the meeting, were **CONFIRMED**, initialled and signed by the Chairman, subject to minor amendments.

18/06 **MATTERS ARISING**

Page 1 Item 5 - Report of the Headteacher: Attendance

The Chairman had sent the revised Attendance policy to the Headteacher who would circulate to parents. The amendment was to be highlighted to parents to clarify that the policy would be followed.

Page 2 Item 6 - Safeguarding and Child Protection Policy

Governors' attention was referred to the stipulation that all new Governors should complete the online Safeguarding training and that sitting Governors should renew their training every two years.

The Chairman and Headteacher would check which of the Governors' training was due for renewal and would send new Governors a link to the website.

Action: Chairman and Headteacher

It was noted that all other matters arising from the minutes would be discussed in the current agenda.

MOTION OF CONFIDENTIALITY

RESOLVED that, because of its nature, the business to be transacted be treated as confidential and not for publication.

Part I resumed

18/07 **REPORT OF THE HEADTEACHER**

Governors noted the information within the Headteacher's report, a copy of which had been previously circulated. Arising from the report:

Context of School (Brief Overview)

There were matters regarding recruitment and staff which were noted.

Attendance

The Headteacher was pleased to note the attendance rate of 97.3% and the Governors thanked the Headteacher and staff for the work that had produced the outcome.

Looker after children (LAC) and children with Special Educational Needs (SEN)

Then numbers of children and summary of how the School were managing the children was noted.

Pupil premium/Sport premium

Governors asked how the Pupil Premium funding was used and the Headteacher stated that when the resources were put in place for the Pupil Premium children, other children also derived the benefits.

On being questioned by Governors about how the negative feedback regarding the lack of physical exercise was being dealt with, the Headteacher advanced a list of sports that the children were offered which included swimming and the presence of challenge coaches in the playground.

Governors suggested that all improvements should be brought to the attention of parents through the School Newsletter and at parent teacher meetings; the parents should be informed that their children's physical activities were being monitored and quotes from children should be included.

Action: Headteacher

Effectiveness of leadership and management

This was included in the discussion of the SEF.

Quality of Teaching

This was included in the discussion of the SEF.

Safeguarding, Behaviour and Safety

The Headteacher remarked that it had been a challenge to have all parents to attend e-safety training. Governors discussed the benefits for parents to be aware of the dangers to their children online, as they approached different stages of their children's development and as technology evolved. It was suggested that the training offered should take these factors into account and be adapted to the year groups.

Governors joined the Chairman in recording thanks to the Headteacher for her full and informative report.

18/08 **SELF EVALUATION FORM (SEF)**

The SEF had been previously circulated with the agenda.

The Chairman explained what was contained on a SEF and how it facilitated in tracking initiatives for improvement; in particular in relation to preparing for an Ofsted inspection and holding the leadership accountable. He asked that the Governors familiarised themselves with the contents and that they engaged with the School leadership in bringing about positive changes.

On being questioned by a Governor, the Chairman explained that only a few Governors would be required to attend at an inspection interview or be asked to be ready as reserves as it would not be practical to have the entire board there.

A Governor asked how often the document was updated so that it reflected any updates and the Headteacher replied that it was generally done every half term unless a significant event necessitated a further update.

The head of Kodesh noted that the reports relating to the Kodesh curriculum were kept up to date but the Kodesh SEF needed to be rewritten.

Action: Justin Kett

Following a brief discussion the Governors agreed that the Jewish middotwords and terminology should also be translated through a brief commentary so that Ofsted inspectors did not stumble over the words when attempting to get a clear idea of the objectives enclosed in the SEF.

A Governor suggested the work being done on British Values in the School should be highlighted after the Headteacher described the considerable activities and teaching that had been integrated into the curriculum.

A Governor asked if staff were comfortable with the changes in the new marking system and the Headteacher conveyed the confidence the teachers felt following the training they had undergone using the Next Steps Marking scheme.

The Headteacher informed Governors that she was talking to Katie Dawbarn, Learning Network Inspector, about the best way for the School to do a self-evaluation including how to include grades in the SEF. The outcome of the evaluation should reflect their present position so that they were able to highlight their achievements since the last inspection and demonstrate the robust steps they were taking to effect further improvements.

The Headteacher undertook to study the grade descriptors and would present a report at the next meeting.

Action: Headteacher

The Chairman also offered to get advice regarding the most effective method of assessing themselves in a self-evaluation.

Action: Chairman

A Governor asked if lesson observations were likely to be carried out as in previous inspections and were informed that in the new framework the inspectors would be more likely to assess the quality of teaching and learning through book examinations.

The Headteacher agreed to amend the wording in the opening section for the Leadership and Management section as it was suggested it needs more clarity about the actions.

Action: Headteacher

The Governors also suggested that the wording in the Teaching, Learning and Assessment should be modified to reflect how the senior leadership support all teachers in any areas of development detected or requested by teachers, to produce a more consistent approach to maintain high standards across the School.

Action: Headteacher

Following the discussion of the SEF, the Governors considered ways in which the School's achievements could best be highlighted. The Chairman suggested that the ranking of the School in relation to other schools nationally should be noted in the SEF.

The Governors asked the Headteacher if the teachers shared the objectives and aims contained within the SEF and she declared that the leadership were constantly in communication with the staff about the long terms goals and strategies in achieving these. However, the Headteacher noted, that the teachers were reminded that a focus for teachers should also be the pastoral care of the children.

Equally, she added that the teacher's welfare was considered when taking on new practices which could cause stress.

Governors asked if Year 6 children were provided any extra coaching to gain entry into secondary schools and were informed by the Headteacher that in offering extra tuition could add pressure to the children who were often being tutored outside the School. She went on to add that she had attended a session at Canada Villa about preparing children for the wider world outside their primary setting.

The Governors joined the Chairman in thanking the Headteacher and her team in producing a detailed and transparent SEF.

MOTION OF CONFIDENTIALITY

RESOLVED that, because of its nature, the business to be transacted be treated as confidential and not for publication.

Part I resumed

18/09 STRUCTURE OF THE GOVERNING BODY

The Governors' attention was drawn to the Reorganisation Proposal, copies of which had been circulated with the agenda and minutes from the previous meeting.

The Chairman explained that he had sought advice regarding the restructure from Sarah Beaumont, Governor Services Manager and Lead Governance Advice Officer (GAO), to ensure the Governing Body remained compliant when it changed from the Committee structure to a Portfolio model. The Chairman was able to make the decision independently but he asked for feedback on the proposal from the Governors.

The Chairman also proposed that the Governors Code of Conduct should be revised at the same time as setting up the new structure.

Following an extensive discussion regarding the restructuring proposal when Governors asked questions regarding the implications of the frequency of when matters would be discussed, an informal vote was taken and it was decided to proceed with the implementation of the new structure.

The Chairman would circulate a proposed timetable for the committee meetings.

Action: Chairman

Governors were asked to email the Chairman by the weekend the areas they were interested in and three reasons for their choices so they could be considered for sitting on relevant committees.

Miriam Kaye (Deputy Head) agreed to co-ordinate the additional committee meetings with the School calendar.

Action: Miriam Kaye

18/10 ANY OTHER BUSINESS

General Data Protection Regulation (GDPR)

The Governors were asked to approve the procurement of the latest GDPR package which would be delivered by Stone King Solicitors. It was agreed that the package did need to be bought but the Governors requested that the costs were first submitted to the Chairman for approval first.

Action: Chavi Abeles

Scott Aaron, who had attended the GDPR training held by PAJES, added that any breaches that occurred after the directive became enforceable from 25 May, could incur significant financial penalties.

18/11 **DATES OF MEETINGS**

Tuesday 20 March
Wednesday 25 April
Wednesday 11 July

There being no further business to discuss, the meeting came to a close at this point.

[Signed copy held in School office]