



THE GOVERNING BODY OF SACKS MORASHA JEWISH PRIMARY SCHOOL

MINUTES OF THE MEETING HELD AT THE SCHOOL ON

TUESDAY 17 JULY 2018

MEMBERSHIP

LA GOVERNORS

Irene Mansfield

STAFF GOVERNOR

*Sarah Woodward

FOUNDATION GOVERNORS

*Jason Marantz (Chairman)

Leonie Sher

*Annabel Ries

*Chavi Abeles

*Mark Nicolaidis

Simone Gershon

*Naomi Samuels

*Leonard Klahr

PARENT GOVERNORS

*Ben Morris

Elliott Goodman

Scott Aaron

HEADTEACHER

*Hayley Gross (Headteacher)

*denotes member present

In Attendance

Justin Kett (Deputy Head)

Miriam Kaye (Deputy Head)

Kirsten Jowett (Wolfson Hillel Headteacher)

Madhu Nambiar (Relief Clerk)

Part I

18/56 WELCOME

The Chairman welcomed all to the meeting.

The Clerk was asked to note that the distribution list need to be amended to include Rabbi Lawrence who had missed the meeting due to the omission.

The Chairman introduced Kirsten Jowett, Headteacher of Wolfson Hillel who was attending the meeting in the capacity of the Acting CEO of the JCAT MAT.

18/57 D'VAR TORAH – WHAT IT MEANS TO ME

The Chairman thanked Chavi Abeles for delivering the D'var Torah.

18/58 ACCEPTANCE/NON-ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted on behalf of Leonie Sher, Simone Gershon, Elliott Goodman, Scott Aaron and Irene Mansfield.

18/59 DECLARATION OF PECUNIARY INTEREST

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

18/60 MINUTES OF THE GOVERNING BODY MEETING HELD ON 30 MAY 2018

The minutes of the meeting held on 30 May 2018, copies of which had been circulated prior to the meeting, were **CONFIRMED**.

18/61 MATTERS ARISING

18/10 General Data Protection Regulation (GDPR)

It was clarified that Ofsted would assume that the GDPR measures were in place and only do a deeper scrutiny if there were any safeguarding concerns.

18/39 School Security

The Deputy Headteacher informed the Governors the security report would be presented at the next meeting.

Action: Miriam Kaye

18/56 Chairman's Role

The Chairman stated his preference to vacate the chair at the earliest opportunity due to personal commitments but was prepared to postpone this until the MAT process had become stabilised.

It was suggested that there could be a co-chairmanship with Mark Nicolaides; Kirsten Jowett would refer the matter to the ESFA to see if the Chairman and Mark Nicolaides could co-chair until the School had joined the JCAT or if the

chair could change now or at least till the final decision around joining had been made.

Action: Chairman, Kirsten Jowett

The meeting would also be the last that Chavi Abeles would be attending as she had resigned her position. On behalf of the Governors, the Chairman thanked her for her years of service and valued commitment on the Board.

The Governors noted that the resignation along with Mark Nicolaidēs's possible move to co-chair would leave two vacancies on the Board, yet with the change to JCAT these might no longer be required.

The Chairman would approach Simone Gershon to take over the Admissions role from Chavi Abeles while a more long-term solution was realised.

Action: Chairman

Justin Kett would arrange with Chavi Abeles to have the Admissions information sent to Simone Gershon.

Action: Justin Kett

18/62 REPORT OF THE HEADTEACHER AND STATUTORY DATA (EYFS, PHONICS, KS1 AND KS2)

Governors were referred to the tabled Statutory Assessment Statistics 2018 and Statutory Attainment 2018 reports which were received and noted.

Arising from the ensuing discussion:

- EYS and Yr 1 Phonics

The contents were noted.

The Governors asked the Headteacher if she and her team were satisfied with the results which were significantly higher than the national and Barnet average as were all the of the results.

The Headteacher said that although they were satisfied the School compared well to other schools, her aspirations for the School were greater. On being questioned by the Governors, the Headteacher explained her plans for raising attainment levels and the Governors stated that they felt confident that the leadership team could achieve the desired outcomes.

- Key Stages 1 and 2s

The Governors asked why the Writing statistics were lower than the other areas and what the School were doing to address the issues. The

Headteacher maintained that moderating writing was still subjective but the School were putting in strategies to establish tighter benchmarks which would raise achievement to a minimum level and then further work would be done to produce a higher standard of work.

The Governors asked how children were led to working at Greater Depth and the Deputy Headteacher explained that other than looking at data to demonstrate the degrees of progress, the bookwork was also required to reflect the development.

- EYFS and end of KS1/KS2

The Governors acknowledged the impressive figures which compared positively to Banet and national statistics.

The Governors enquired about how the cohort compared to previous years and how the leadership were preparing for the following year. They were told that it was difficult to compare as the strength's and challenges of each group differed but they felt confident that their planning and strategies would manage to produce consistently high outcomes.

The Chairman agreed that the statistics should be shared with the families and offered to draft a letter to be sent with the data.

Action: Chairman

The Headteacher provided a verbal report on the highlights of the year which included:

- Year 6 events which reinforced the School's SMART values by visits in the community to a care home and Our Lady of Lourdes school.
- The office appointments were working well.
- A spreadsheet had been created tracking which clubs and activities each child in the School was involved with.
- The mental health and wellbeing of staff and children was being monitored and supported.

Key Priorities 2018/19

The Governors enquired what the priorities were for the following year and were informed that the leadership would continue to improve the data but also focus teacher's on strengthening pastoral care and evidencing attainment.

It was agreed that the curriculum and extra-curricular activities were broad and varied allowing for choice and range of abilities.

Independent travel

The Headteacher asked for the Governors support regarding anti-social behavioural issues that have been highlighted when children were between stepping off the school bus and their homes. It was also discussed that the school needs a tighter parental consent system for children who travel independently to and from school.

The Governors agreed that the Headteacher should send guidance to parents about what was acceptable behaviour and request formal consent. If children do not have written parental permission, they should not travel independent to and from school.

Action: Headteacher

Social media safeguarding issues

The Governors briefly discussed the safeguarding risks associated with accessing social media sites and the School's role when pupils brought mobile phones into the School.

Naomi Samuels offered to present guidance briefing she had access to which could inform the School's policies about protecting children as all Governors agreed this was a potential safeguarding threat.

Action: Naomi Samuels

The Governors joined the Chairman in thanking the Headteacher and staff for all their hard work and commitment to the children during the year.

18/63 HEALTH AND SAFETY / SAFEGUARDING

The Health and Safety/Premises Report, copies of which had been circulated previously, was received and noted.

Following a brief discussion about the report, Governors requested that the condition of the toilets and the safety concerns regarding the windows were prioritised.

Action: Leonard Klahr

18/64 GDPR

Governors were provided with a verbal update from Mark Nicolaidis regarding the application of the GDPR regulations and communication for parents.

The notices which had been circulated with the agenda and noted by the Governors:

- Consent form for pupils
- Consent form for staff

- Data recipients
- Privacy notice for pupils
- Privacy notice for staff
- Records retention policy
- Visitors notice
- Combined Data Protection and Freedom

All documents would be loaded on to the website and notices would be sent to parents informing them of the policies.

The GDPR audit data needed to be completed as a requirement of the GDPR principles.

The Governors approved the completed work and the proposals to make the School compliant.

The Chairman thanked Mark Nicolaides.

18/65 **KEY PRIORITIES**

Incorporated into Heads Report (Item 18/62)

18/66 **MAT UPDATE**

MOTION OF CONFIDENTIALITY

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

Kirsten Jowett referred to the JCAT – Executive Summary and the following papers which had been circulated, received and noted:

- Review of Systems and Controls from the four schools proposed to join JCAT – SMJPS, Rimon, Moriah and Wolfson Hillel
- Stone Kings Due Diligence reports relating to the four schools
- The Scheme of Delegation and Terms of Reference

The process moving forward included setting up a series of meetings to agree several issues related to the formation of the JCAT.

The Governors heard that Rimon had formally made an application to join the MAT and had been accepted.

The Governors heard how the Schools would be retaining their individual ethos and character which had been important for the Governors to determine. The Chief Rabbi had however, asked that a benchmark standard was established for Jewish Studies and this would be looked at in more detail during the following months.

Kirsten Jowett noted that there would be a JCAT Trustee's meeting the following week and all the schools had been asked for comments or questions to go to the Trustees.

Concerns raised regarding the Scheme of Delegation:

- Allocation of local spend to each academy

This provision must be subject to the Agreed Funding Formula (to be set out in the Articles) so that funding allocations do not change dramatically from year to year. There should be an annual budgeting exercise between the HT and the SLT, on the one hand, and the MAT/CFO, on the other hand. Once the allocation was made expenditures pursuant to the budget should be permitted without further interference, but with appropriate oversight. The Agreed Funding Formula and the matters set out above should all be Protected Matters.

- Compensation payments up to £10,000

The HT needs some discretion to make supplemental payments to teachers and staff to recognise extra effort, etc. Payments of up to £1,000 for example (amount to be agreed) per person should be permitted if needed in the HT's judgment. A policy regarding such payments could be in place to ensure that payments were awarded only in appropriate circumstances.

- Admissions policy

The agreed admissions policy should be a Protected Matter for each school.

- Individual admission decisions

Individual admissions decisions should be Protected Matters for each school, subject to oversight to ensure that the decisions were made in a manner consistent with the agreed admissions policy.

- Establish Independent Appeal Panels for admission appeals

It makes no sense for individual appeals (see below) to lie with the local governing body when the panel was set by the TB and the CEO. Instead, the appeal panel should be the LGB or some sub-set of the LGB. This should be a Protected Matter.

- Sex education policy

The sex education policy should be prepared by the HT and decided by the LGB, and should be a Protected Matter.

- Religious education policy

This should be a Protected Matter.

- Approve changes to Trust Articles of Association

The Articles and the Scheme of Delegation should provide that matters identified as “Protected Matters” for a school might not be changed without the approval of the LGB of that school.

- Approve Local Governing Body (LGB) terms of reference

This should be a Protected Matter.

- Teachers annual pay award

This should be within the remit of the HT and the SLT, consistent with the approved budget.

- Support staff annual pay award

This should be within the remit of the HT and the SLT, consistent with the approved budget.

- Individual pay awards

Is this different than the preceding two items? If so, it should be within the remit of the HT and the SLT, consistent with the approved budget.

- Performance management and appraisal implementation

The HT should be in charge for performance and management reviews of teachers and staff reporting to the HT, with oversight to ensure the implementation was done in a manner consistent with the performance management and appraisal policy. This should be a Protected Matter.

- Staff complement, structure and grades

This should be the HT's responsibility within the agreed budget. This should be a Protected Matter.

- Headteacher appointment

The appointment of a HT of a school should also be subject to the approval of the LGB of that school. This should be a Protected Matter.

- Suspension of Headteacher

This process – and all processes regarding the HT – should be subject to policies ensuring that the actions taken were done pursuant to

traditional “for cause” reasons. Otherwise, actions need to be subject to the approval of the LGB.

Kirsten Jowett assured Governors that all decisions listed above would be made with consultation with all the schools proposing to join JCAT.

On being asked if they had decided to join the MAT, the Governors said that their position had not changed, yet they needed more time to consider the final proposal documentation which would feature the combined concerns of the schools before making a final decision.

18/67 DATES OF MEETINGS

The Deputy Headteacher would arrange six dates to discuss the MAT and send to the Chairman to agree before circulation to the Governors.

Action: Miriam Kay, Chairman

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

[Signed copy held in School office]