

**SACKS MORASHA PRIMARY SCHOOL
LOCAL GOVERNING BODY MEETING MINUTES**

18th September 2019

PRESENT

Mark Nicolaides	CHAIR
Simone Gershon	Vice Chair
Howard Cohen	
Chaja Green	
Scott Aaron	
Elliot Goodman	
Luci Joseph	
Hayley Gross	HT
Kirsten Jowett	CEO JCAT
Justin Kett	HOK/DHT

Eleonora Bendayan	Minute Clerk
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APOLOGIES

Ben Morris
Sarah Woodward

ABSENT

Rabbi Jeremy Lawrence
Irene Mansfield

The meeting began at 7:30pm

1. WELCOME AND APOLOGIES

Apologies for absence were received from BM and SW.

2. INTRODUCTION OF NEW GOVERNORS

The Chair welcomed HC as the new Teaching and Learning Governor. HC is currently DHT at JFS and has no children at SM. The Chair also welcomed LJ as the new Communications and Marketing Governor.

3. DVAR TORAH

EG gave a Dvar Torah.

4. DECLARATIONS OF INTEREST

Governors were reminded that they should declare any interest relating to items on the agenda.

The following was declared:

LJ: Marketing at Gregory Abrams Davidson solicitors; also a parent of three children at the school.

5. MINUTES OF LAST MEETING AND MATTERS ARISING

Minutes of the meeting held on 15th July 2019 were confirmed and signed by the Chair as a correct record.

There were no matters arising from the previous minutes.

6. SCHOOL IMPROVEMENT PLAN/HEAD TEACHER'S REPORT

KJ arrived at 7.38 with apologies for her late arrival.

- a) New Ofsted Framework - HG informed all the Governors that after looking into both core and non-core subjects she is positive that SM teachers know how to teach core subjects (Maths, English and Science). However, non-core subjects will be looked at in more depth in the new Ofsted framework. Therefore, SM will focus on 2 non-core skill-based subjects (History and Computing) and 2 Humanities lessons for all years on a weekly basis. Teachers will follow the 3 I's (Intention to teach, Implementation, Impact). HT explained that phase leaders need to grasp the model. She added that SM is closer to WH rather than the other JCAT schools and they will be sharing their experience in a future meeting.
- b) New Y6 teacher – The Chair asked how the new Y6 teacher is settling in. HT replied that the teacher has a great personality and so far has been doing a great job. However, she needs to focus not just on teaching, but also on leadership (which also applies to the rest of the teachers). HT allocated management timetables to encourage improvement.
- c) New Deputy Head Teacher – SG asked how the new DHT is settling in. HT replied that DHT has had a lot of parents' meetings, she has been doing a lot of interventions with children and also supporting teachers. The Chair explained that as HC is also a SENCO he can be of help to the DHT if she needs it. HT explained that the DHT has been very pro-active, including finding the necessary CPD training for herself.

- d) New PE provider – HT explained that children are happy and PE lessons are going well. She added that teachers will be in the PE lessons in order to be trained how to do a lesson in case funding for a PE teacher is suspended. School tournaments will be planned in the next couple of weeks. HT informed everyone that there has not been much of interest in the after-school clubs.
- e) Class size – HT informed governors that the classes which currently have 31 pupils seem to be doing well with no issues.
- f) Update on Reception class size – SA asked about the current situation with the Reception class size. CG explained that there are 24 pupils at the moment and 1 family potentially moving from Turkey but not yet confirmed.
- g) Upcoming Ofsted inspection – The Chair asked about a possible Ofsted inspection this year. HT explained that she feels positive that the school is prepared for it - central records have been checked, pupil premium is up. However, not all displays in school have been finished yet.
- h) School office – responsibilities have been split between M and N: N is dealing with outward communication and M dealing with inward communication. N is not full-time but she is getting used to the job and she needs training on working with ParentMail. KJ explained that ND is now dealing full-time with all payments going through ParentMail, therefore N will only have to deal with the communications going through the platform.

ACTION	KJ and HT to meet in order to create an operational plan of working with ParentMail
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7. JCAT CENTRAL UPDATE

- a) KJ informed governors that she had met with the Chair to discuss the Trust and VCs.
- b) JCAT CFO - KJ added that they still haven't appointed a CFO for JCAT due to the low level of experience of the people interviewed so far. However, with the additional support of the US an advert will be placed for JCAT CFO in search of more experienced and knowledgeable candidates.
- c) New school joining JCAT – KJ updated everyone that on 1st October 2019 HJPS will be officially joining JCAT.

8. TERM DATES FOR 2020-2021

- KJ reminded everyone that each school independently decides on their term dates.
- a) Succot 2020 - KJ prompted governors to discuss and determine the next academic year's half-term since Succot is very close to the beginning of the school year. HT explained that last academic year the school was open for Succot and the children had a great time. There were only a few families who went away and their children's absences were authorised. She added that to have the same half-term as the national half-term will help with staff retention as it makes it easier for everyone who has children in other schools. After discussion it was decided that school will be open for Succot next calendar year with a 7-7-week term.

- b) Shavuot 2021 – a decision was reached that the school will have half term during the week in which Shavuot falls in order to give enough time for KS2 SATs.
- c) Proposed date to return to school 2021 – 6th September 2021.
- d) The rest of the 2020-2021 term dates will stay as planned

9. STANDARDS DATA

This item was not discussed at this meeting.

10. SAFEGUARDING

a) Safeguarding and Pastoral Update

- 0 Complaints;
- 0 Child Protection (Safeguarding) referrals to social care;
- 0 Allegations against staff reported to the Lead Officer for Child Protection;
- 0 Reported racial Incidents;
- 0 Reported serious bullying Incidents;
- 0 Significant safeguarding issue, whether to do with sexual behaviours;
- 0 Radicalisation or any other form of threat or risk to young people

- b) New child protection policy – HT drafted the new policy and is waiting for it to be checked by JM at Barnet. She asked all the Governors to read it.

ACTION	ML to email the new child protection policy to all the Governors once it has been approved. Each Governor should confirm that they have read it.
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ACTION	HT to circulate a quiz at the next meeting regarding the new child protection policy
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- c) Safeguarding training for Governors – The Chair asked whether there has been a recent Governors training. SA replied that there has been a recent online training which some of the Governors have done, but the last group training was in 2016.

ACTION	HC to do a safeguarding training for all governors
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11. JEWISH WAY OF LIFE

- a) Staffing for Kodesh and current JS in school – JK explained that SM has a full Kodesh team for September 2019 with one teacher returning from maternity leave after half-term; newly-employed Kodesh teachers are now fully integrated. He commented that SM has revised the Hebrew reading structure; KS1 have a better base in their Kodesh learning, and KS2 have improved their ability to identify reading rules and have more experimental learning. There will be a lot of competitions and events for parents and grandparents to take part in with their children before Succot thus encouraging their engagement. Everyone agreed that they are a strong JS team and ready for a future Pikuach inspection.

- b) Ofsted inspection with relation to JS – EG asked whether Ofsted inspectors would be assessing JS. JK replied that it is possible but it entirely depends on the inspector who may or may not visit a Kodesh lesson. KJ explained that Ofsted inspectors have visited Kodesh lessons in the past in other schools and they are not assessing the lesson itself but rather the level of consistency and broad spectrum of targets achieved.

12. FINANCE

The Chair informed everyone that a budget meeting with KPMG has taken place. The live dashboard is now working and everyone can access it through an online app. He asked all the Governors to download it in order to have full visibility of school expenditure. Having the dashboard helps the HT too in order for her to know how much money is left after approving a particular order.

13. PTA/ LOCAL EVENTS/ FUNDRAISING

It was not discussed at this meeting.

14. POLICY UPDATES

See agenda item 9 b)

15. IVRIT UPDATE

- a) Ivrit Programme - SA informed everyone that WZO organisation will set up an Ivrit programme in school starting in January 2020. They will need someone to teach the curriculum. SA will also contact Spiro Ark as a back-up. It was suggested that the Shinshinim girls can help with the programme but the school should not be too reliant on them as it is unsure yet how reliable they will be.

ACTION	SA and JK to meet separately in order to discuss possible pre-school Ivrit programmes – to be presented at the next meeting.
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- b) Attendance and interest in the programme - The Chair explained that parents want their children to have more Ivrit lessons. However, HT replied that surveys and attendance show otherwise. JK agreed with HT that different options have been explored in the past such as pre-school, lunch-time or after-school interventions, but there was not enough interest.
- c) There was a discussion on what the final goal of the Ivrit programme should be and what the parents’ expectations are – whether they expect children to speak Ivrit fluently or just become more comfortable with the language.
HT explained that the reason why the Kodesh programme is so successful is because they have initially set the targets and the final goal. She feels positive that this is also essential for the success of the Ivrit Programme.
The Chair offered his help if needed in order to make a success of the programme as he feels that this is the right time in the children’s development to master another language.

16. AOB

- a) Admissions – CG informed everyone that they have been working hard to make SM the first choice for children. This is important because last academic year most children got their first choice and for a lot of them SM was not the one. In addition, another low birth year is expected with fewer siblings in school.

- b) Promoting SM in Borehamwood – CG explained that they were not very well accepted in the nurseries in Borehamwood but they will try again. JK suggested organising separate meetings with prospective parents rather than visiting the nurseries again.
- c) Promoting SM in the community and social media – LJ informed everyone that they have been advertising the school in the JN, JC, in the synagogues and they have been more active on social media in order to create a bigger presence. KJ added that any future press release should go through JCAT. In addition, she explained that the school should not accept any press visits without JCAT knowledge as there is a central marketing plan.
- d) Ethos and differentiating from the other JCAT schools – HC explained that he is unsure where SM stands and how they are communicating their ethos to prospective parents. CG explained that the situation is very delicate as they do not want to lose the identity of the school but at the same time they need new applicants.
- e) Kashrut in school lunches – JK informed everyone that one of the consequences of accepting less or non -religious families to the school is children bring non-Kosher packed lunches to school. The Chair replied that this should not be allowed and believes that once the Kosher catering contract is in place the problem will be solved.
- f) Parents` dress code at pick-up and drop-off – HT explained that there are a lot fathers who do not wear kippot. However, she feels that enforcing it would not be the right thing to do.
- g) Timescales on Admissions consultation – CJ explained that the consultation will be completed by March with the aim of widening of the distance from school in order to be able to choose families according to their level of religious observance.
- h) HT stepping down – KJ informed everyone present that HT will be stepping down at the end of the academic year in order to work as a JCAT Executive Head teacher starting from September 2020. She added that this was entirely HT`s choice related to her future career path and everyone wished her the best of luck. KJ explained that the school will have to communicate it in the right way (first inform staff and straight after inform the parents) only after the official contract has been signed.

The Chair, KJ and HT will be working together to advertise, interview and appoint the right candidate for the position. KJ suggested that the school will have to advertise the position as soon as possible in order to give them more time for recruiting the right person. HT assured everyone that she will not leave her position until they find the perfect fit for the job.

- i) Second Vice Chair needed – SG reminded everyone that she used to share the Vice Chair position with the previous DHT and therefore a new one should be appointed.

ACTION	Nominations for second Vice Chair to be emailed to the Chair next week
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Meeting ended at 9:30 pm

SUMMARY OF ACTIONS

Agenda item	ACTION	BY WHOM
6.h)	KJ and HT to meet in order to create an operational plan of working with ParentMail	KJ, HT
10.b)	ML to email the new child protection policy to all the Governors once it has been approved. Each Governor should confirm that they have read it.	ML All Governors
10.b)	HT to circulate a quiz at the next meeting regarding the new child protection policy	HT
10.c)	HC to do a safeguarding training for all governors	HC
15.	SA and JK to meet separately in order to discuss possible pre-school Ivrit programmes – to be presented at the next meeting.	SA, JK
16.i)	Nominations for second Vice Chair to be emailed to the Chair next week	All

Date:

Signature:.....

/ Chair /