

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

21<sup>st</sup> June 2020

**PRESENT**

Simone Gershon	Joint Chair	Elisa Angel	
Chaja Green	Joint Chair	Dean Jayson	
Hayley Gross	HT	Kirsten Jowett	CEO JCAT
Justin Kett	DHT/Head JS	Claire Lemer	Link Trustee
Mark Nicolaides			
Elliot Goodman	Finance Gov	Mel Lawson	Clerk
Scott Aaron			
Luci Joseph		<b>Absent</b>	
Sarah Woodward		Irene Mansfield	
Daniel Dahan		Rabbi Lawrence	

The meeting started at 7.30pm on Zoom.

**1. WELCOME AND APOLOGIES**

The Chair welcomed all Governors; Irene Mansfield and Rabbi Lawrence were absent, and SA arrived at 8.30pm.

**2. DECLARATIONS OF INTEREST**

Governors were reminded that they should declare any interest relating to items on the agenda. No interest was declared.

**3. MINUTES OF LAST MEETING AND MATTERS ARISING**

The Minutes of the meeting held on 6<sup>th</sup> May 2020 were agreed. They could not be signed as the meeting was held by Zoom due to Coronavirus. They will be signed when circumstances permit.

**MATTERS ARISING**

**Increase lunch prices and chase unpaid lunch money** – working on it. Michelle has collected the majority. Waiting for Barnet to put something in writing.

**4. HT UPDATE ON**

- a) Staffing – two staff are leaving but there will be a full cohort with a new Y2 teacher, and a Y6 teacher coming from Canada at the end of October on a sponsorship licence from JCAT. Leonie Glazer will finish her SD placement by December. Dena Shmuel joins as Assistant Headteacher and wants to be a key player. Staff are happy. CG asked about staff wellbeing and HG said she had no concerns and both she and JK were available all summer if necessary. LJ asked about staff shielding and was told they had to return in September unless they had a Drs letter.
- b) Current provision – half the school is in on Monday and Tuesday, the school is cleaned on a Wednesday, the other half is in on Thursday and Friday. Routine and stability have been regained, children were happy, and the bubbles have bonded. Parents have been grateful for plans for Y6. Focus has been on wellbeing. Asked about attendance HG said that 3 families/8 children did not come back as they were very anxious, and HG has spoken to all or left messages. HG was asked if she was concerned about any

child. She said was keeping an eye on all children and was planning tutoring sessions for those that needed them with staff who had enough PPA time.

- c) Plans for September in school – a letter was sent out today outlining plans for return. There will be separated class bubbles and no assemblies or Kabbalat Shabbat. Lunch will be in classes, PE outside when possible and minimising of shared resources. Teachers will teach a maximum of 2 bubbles and care will be taken with visitors. There will be no group work. It has been difficult to maintain social distancing with staff and guidelines will have to be reiterated. There has been no PPA time yet so a decision will need to be made about where to go and what devices to use.

KJ informed governors that schools without devices for children or laptops for teachers can access a government programme to buy Chromebooks for £135 or £4K for a class set. This can be paid for by fundraising or paid for over time by parents with the device becoming theirs at the end of Year 6. If there is another lockdown all children will be able to get online. Applications will need to go in in the next few days and there is no money in the budget for it. HG reported that she had surfaces from Moriah for the staff. JK said they had used i-pads up to now and needed to decide what the IT strategy would be going forward. JK asked for the details of the chrome book scheme which KJ agreed to provide. There would be no ICT lessons in the first few weeks.

They are planning a six-week timetable with hour long lessons in Maths, English and Science to explore in depth. There will be one humanities lesson, one PE, no ICT and Art during Chol Hamoed to get started.

- d) Remote learning plan for September – all homework will be on Google Classroom. They have planned for the closure of a bubble making work accessible to all. All plans will be written down and governors suggested designing a leaflet for parents with a flowchart format.
- e) Risk assessment – LGB to sign off – this has been written by HG, received no comments and was sent to Barnet. MN asked if there was anything uncomfortable in it or if they needed any resources? HG said she would closely monitor class bubbles and minimise teachers moving between them and JK mentioned that parents were a higher risk outside school gates and picking up. Different methods of parent control will have to be tried.

## **5. SAFEGUARDING**

There have been no issues since the last meeting. There has been a discussion with a previous school about an allegation regarding a new child, details of which have been logged on CPOMS. They have been contacted about a referral, also logged on CPOMS.

When SA arrived at the meeting, he reported that he had not been able to do site visits this term, but he has been in touch with SLT to ask questions about safeguarding.

Governors were told that Dena Shmuel was very experienced in safeguarding from her Moriah days.

## **6. BUDGET 2022-21**

EG reported that there has been a deficit for the first time. The school is looking to save money going forward. Free car parking will continue until March. They will cut back on ordering and resources and monitor spending carefully. They have budgeted for 2.75% raise for teachers.

## **7. ADMISSIONS 2021-22**

- CG reported that the current Year 1 class going into Year 2 will be expanded. Reception numbers will be 22 and Year 1, 25. They will be losing 31 in Year 6.
- The 34 children in Year 2 will be split in two with an extra teacher; they are currently waiting for 2 offers. 3 or 4 children are leaving with 1 on a waiting list. By the end of

this week there could be potentially 6 more to come, one with a sibling for Rec in 2021. Three come with siblings for future years.

- KJ pointed out that 6 extra children will not cover the cost of an extra teacher (need 12 children) and as many children as possible need to be on roll by 6<sup>th</sup> October. However, JCAT was supportive of the decision to expand Year 2.
- LJ asked if there had been any enquiries for Reception and was told there had been none but scope for marketing was limited as there had been no school tours or visits to nurseries.
- KJ thought HG had been very creative with teachers.

**8. JCAT UPDATE**

- KJ reported that JCAT had commissioned two external reviews. The finance review had been fed back to Trustees and finance governors with a few issues to resolve. A full review of the Trust will be undertaken by Sir David Carter who will meet with Alan Capper and KJ on Monday. In September he will do a full 360 review of the MAT meeting with governors, headteachers, trustees and chairs of governors. He will give recommendations on the way forward.
- Communications – this could be improved by JCAT and the schools working collectively within one team including OCR and US, with representatives from each LGB. It would save on advertising and profiling for PR going forward. Governors were asked to nominate one person to represent them.
- Central team will be restructured. Chris Jacobs, SIP will start in September. He will:
  - a) Lead SD programme
  - b) Lead on subject network training including SEN/EY but not JS (looking at JS options)
  - c) Be a critical friend to HT
  - d) Review each school for Ofsted readiness and afterward review CPD needed for all schools

MN asked if there was a CV for Chris Jacobs that could be circulated – KJ said there was.

<b>ACTION</b>	Circulate Chris Jacob’s CV	KJ/ML
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- JCAT is recruiting for replacements for finance (KPMG) and operations (SCBM). Finance governors will be asked to comment on applications and take part in interviews. They should be in post by 1<sup>st</sup> September.
- Admin teams will be trained on central services on ParentMail on 1<sup>st</sup>/2<sup>nd</sup> September (date to be confirmed) when they can also meet the central team. Admin teams will have less to do on finance but more to do with parent finances. A finance manager will be in each school once a week for end to end processing. KJ said that the central team will be based at Wolfson Hillel making it easier to resolve queries.
- The operations manager will work on compliance.
- Ofsted training – this was sent to all governors on their JCAT emails. CG requested that it be sent to her personal email too.

<b>ACTION</b>	Send CG Ofsted training Power point	ML
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- JK asked about middle leadership in all schools and career progression for JS teachers – he requested that CJ think about career progression in JS too. KJ said he was looking to accredit courses for others to use going forward.

**9. AOB**

- CG thanked HG and JK on behalf of all the governors saying that they had a huge challenge this term but had done brilliantly. No parents were questioning September as they knew the school would look after their children.
- SG thanked all governors for their support.
- HG thanked CG and SG for getting the school through lockdown. They had really supported her and JK as did MN before he went away. All governors were thanked for their special skills and huge support.
- JK said he and HG appreciated the recognition that they could do their jobs without being micromanaged, asking for help if they needed it.

The meeting ended at 8.52pm

**SUMMARY OF ACTIONS**

Agenda item	ACTION	By whom
8	Circulate Chris Jacob's CV	KJ/ML
8	Send CG Ofsted training Power point	ML

**Date:** .....

**Signature:** .....

**/ Chair /**