



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

24th March 2022, 7.30 pm on Zoom

PRESENT

Zoe Silverman Chair
Rabbi Lawrence
Tamar Rockman Staff Governor
Mandy Lawrence
Elliot Goodman
Rabbi Sager Interim Head
Justin Kett
Chaja Green
Luci Joseph
Scott Aaron
Elisa Angel
Hed Amitai
Simone Gershon
Oli Goldman
Meir Adler

Gareth Jones CEO JCAT

OBSERVER

Rachel Barbanel New HT from 25/4/22

APOLOGIES

Ele Osen

ABSENT

Irene Mansfield
Dean Jayson Link Trustee

In attendance:

Mel Lawson Clerk

The meeting started at 7.30pm

1. WELCOME AND APOLOGIES

ZS welcomed all present particularly MA and OG, new parent governors. Apologies were received and accepted from EO who was unwell.

ZS welcomed Rachel Barbanel the incoming head from 25/4/22 who introduced herself.

Governors then introduced themselves:

CG – Vice Chair and Wellbeing governor with SG/Admissions with EO.

SG – Vice Chair and Wellbeing governor with CG/Staffing

Rabbi L - Rabbi Finchley United Synagogue

TR - staff governor

ML - Kodesh governor

EG - premises governor

LJ - comms and fundraising

SA - Safeguarding governor

EA - Teaching and Learning

HA - finance governor

OG - parent governor/pupil attainment data

MA - parent governor/PSHE link

(EO - admissions/inclusivity and equality

(IM – SEND governor)

2. DVAR TORAH

A Dvar Torah was given by RJL and appreciated by all.

3. DECLARATIONS OF INTERESTS

No conflicts of interest relating to items on the agenda were declared.

4. MINUTES OF LAST MEETING AND MATTERS ARISING

Minutes of the last meeting were approved.

Matters arising

ACTION	STATUS
Arrange dates and times of learning walks and assign governors to them	Done
Identify which DBS certificates need renewing	Done
Review Behaviour Policy	See agenda item 6
School to review Equalities Policy and implement	Sent to EO – follow up ACTION For implementation and to go on website

Q SA asked if details from a report from Board of Deputies was included in the Equalities Policy. He was told that the US has not responded officially to the BOD report. JK said that Dena Shmuel was the lead on inclusivity and had discussed it with parents. A questionnaire had been given to pupils and a first look suggests responses and comments were good. Lack of equality at Maccabi tournaments was identified as something requiring attention. DS will go through responses with EO.

5. HT REPORT (circulated prior to meeting)

Rabbi Sager reported:

- Attendance and absence – attendance is lower than Barnet average but has been found to be due to how quickly children are recorded as late and the code used. The office will be instructed about the correct codes to use, and attendance should be higher than 94% by the next meeting.
- There were many unauthorised absences around half term when families went abroad. Letters have been sent to the families concerned reminding them of their responsibility to keep their children in school and mentioning penalty charge notices.
- Learning walks included every class in school, Kodesh and Chol with reference to behaviour, creativity of lessons and quality of teaching. Issues included displays that had not been updated, low level noise in class and the variation in teacher response to that. Solutions have been shared with teachers.
- Deep dive will be next Tuesday into Phonics and early reading. The report will be shared with governors.
- SIP/development of middle leaders - subject action plans were reviewed which showed lack of consistency in presentation and content. A new proforma has been shared and new action plans developed.
- SIP/quality of learning – a recent successful project on the ear has highlighted how something is taught not just what is taught. It is important to use of a variety of techniques to enhance learning.
- SIP/behaviour - JK leads the behaviour and learning team which is looking at procedures negative and positive, and consistency across the school.

Q ZS asked when the behaviour policy would be ready and was told the revised policy would in place properly in September. It will be reviewed with RB next term, and they will be looking at consistency of expectations across all who work on site.

- Q Governors asked how it will be implemented. They were told that there is now consistency in what Class Dojos are given for, on an individual and class basis, with recognised milestones to reach.
- Q EG asked if they were displayed in class and was told children know what others have attained but the system requires refinement.
- Q MA asked about classes with many different teachers and asked if this was an issue in maintaining behaviour management. JS said teachers used their professional judgement but that would be subjective. There was a need to look at school expectations and ensure all staff follow the same plan.
- EA suggested children have to know the consequences of their actions too. Governors were told the policy, which is just for children's behaviour, will be shared with parents and will be on the school website.
 - There will be a SG audit in 2 weeks. JS is working on it with JK and SG governor. SCR has been checked this term and DBS certificates are up to date.
 - Assessments -Spring 2 are being done now.
 - Pupil numbers - some are leaving and some returning
 - Staffing - 1 teacher leaving and 1 potentially leaving but notice has not yet been given. 1 Kodesh teacher leaving and 1 Kodesh TA. Recruitment is needed with ads hopefully to be placed before Pesach.
 - JS thanked all for the opportunity to lead the school this term and said it had been good experience.
- Q ZS asked if JS would be updating the SIP and he said he would RAG rate it with JK and DS before he leaves.
- Q OG asked why the safe environment in the school was only rated 3.5? JS said school environment ratings were new to him, but he was now thinking like an Ofsted inspector and thinks a safe environment is not just about the physical environment but also safety with other children. Both are being addressed and dealt with on CPOMS. He felt it was more about the response to things that inevitably happen.
- Q EA asked about PE and JS said The Elms had approached him as they already worked with the other JCAT schools but there had been no further development.
- Q LJ asked if there have there been adjustments to timings of the day or more clubs now there is a new playground. JS said timings for classes have been changed across the day. Children have been allowed to go out more at lunchtime after 20m of eating, but this has resulted in some children dumping lunch in favour of going out. A solution may be to speed up lunch service. There have been some offers for clubs but not outdoors. Cost could be a barrier to clubs, and they don't want to put pressure on parents.
- Q EG asked if helpers in the playground at lunchtime were stopping play in alleys due to lack of visibility. JK said if 3 staff were on duty they had enough sight lines to cover all spaces.
- Q ZS mentioned a Pikuach inspection next term which could happen as early as week 2. JK said they were well prepared, and he was meeting RB to discuss details. The JCAT inset had a Kodesh session planned.

6. BEHAVIOUR POLICY UPDATE AND BEHAVIOUR OF PARENTS

- ZS reported that parents have been rude to staff in person or by email. She suggested there was a need to adjust wording in the handbook given to parents when they join the school.
ACTION -prepare a new pack for all parents.
- JS agreed this should not be tolerated. RB suggested a Parent Conduct Policy to address persistent complainers.

- Dealing with rude parents was discussed including stopping them coming on to premises.
- MA suggested not overreacting to this and instead empathising with offenders; he offered to discuss the issues with those parents. OG thought some parents don't realise they are being rude, saying it was more to do with perception requiring an educational response.
- It was agreed that Rabbi L, CG and MA help RB with a policy.
- EA suggested running email by more than one governor for protection and GJ also offered to be another pair of eyes. He thought this behaviour should not be tolerated as it would proliferate.
- ML thought there should be a clear way of conferring dissent without being abusive. She thought governors needed to support staff, so they don't work in a hostile environment. Furthermore, SA thought staff needed to feel they were being backed up by SLT. JS was sure this happened.
- CG said governors would report back on developments in managing this matter.

7. PARENT SURVEY

As this was being done by EO it will be picked up when she is recovered.

8. LK DAYS WITH PARENTS

ZS suggested that when parents come into school for learning opportunities, such as the many upcoming Kodesh activities, their experience should be of the highest quality and include a school tour and presentation about fundraising opportunities.

9. JCAT CENTRAL UPDATE

- GJ reported that since the last LGB there have been some changes to the central team:
 - HR - Ashley Brimfield
 - Finance - Mike Ford, business partnering with Sacks Morasha
 - GJ welcomed RB
 - There will be a staff training day on April 25th, to include safeguarding and Target Tracker training
 - Funding – JCAT has been given funding for a decarbonisation scheme.
 - Programme for JS staff on 25th April.
 - JFS – fortnightly meetings with DfE continue and a decision should be made by the end of the month.
- Q OG asked about Target Tracker training. He was told that all schools use TT but there was inconsistency between codes used by schools.
- Q LJ asked about comms after a long break. GJ reported that Engaging Education were working on a JCAT brochure and media presence.
- Q JK asked how Ash's role would fit with Enfield. GJ said they would work in parallel until 2023 but Ash was very confident in his role and gives definitive advice. He will get to know staff and schools and GJ thought the benefits of him working in house will outweigh any loss of being an independent advisor.
- Q ZS asked how the schools align on the decarbonisation scheme. GJ reported that site surveys have been done at all schools and they were confident they could move ahead. ZS challenged that if the work needed to be done by March next year and planning permission was needed, this was currently a long process. GJ said he would mention this to Jason Golding, Operations Manager.

10. BUDGET 2021-22 AND BUDGET FORECAST 2022-23

- HA reported that Mike Ford was now business partnering Sacks Morasha.
- HA shared his screen showing a financial summary displaying a 24K deficit to date and projected 44K for the year. Costs included long term sick staff back pay, NI change, premises costs, staff development including car parking which they wanted to keep for staff.
- MF is working with RB on next year's budget. GAG is likely to stay the same so cost savings will need to be found.

11. GOVERNANCE

Governor quality assurance – monitoring and sub-committees

ML – Kodesh

- Megillah club had been excellent with children showing perseverance when they found it difficult.
- On a visit to the school she was very impressed with a “silent lesson” on hearing that she witnessed.
- Chagigat Chumash was great, but parents seemed less familiar with the Chumash this year. JK thought the Y2 parents were just not used to it.
- As Pikuach is expected there is an emphasis on Hebrew reading.
- Non-Jewish children being part of the Kodesh programme from an inclusivity perspective will be discussed with Rabbi L, JK and the inclusivity committee.

SA – Safeguarding

- He is waiting until after the JCAT audit before doing this term's visit.
- Handover to new HT is going well including SG.
- Ivrit – going to try and get a second class running.

LJ - Comms

- ZS thanked LJ for arranging the playground opening ceremony and video. LJ agreed that parents like to see video and action.
- Website is being updated regularly with the website manager. LJ would like to address website branding and messaging with RB for a refresh.
- Facebook and Instagram have good content including the new school allotment.
- In contact with the newspapers which don't always include pictures.
- Admissions details will need to go in papers.
- Working on an end of term/ Pesach card/ thank you to families who've supported the school through donations. She wants to build up their reputation as a community school again.

CG - Admissions

- Offers have been made which will be received just before Pesach. Of 100 applications, 64 had SIF forms. There were 18 siblings, one admitted under extenuating circumstances and 11 offers made. Waiting for the process to filter through from Barnet.
- Making a plan for next year for marketing and PR to try and reach further afield. A video will be used for both fundraising and admissions.
- Roll is now 209, but one child is returning making a full roll.
- For next year Reception will be at 30, Y6 will be leaving at 31 and 2 families are leaving. Spaces will be in Y2 and Y3.
- ZS asked if Y3 was being put back to one class as the building work might need the space? CG said they would have to wait for official numbers but not to discuss the possibility outside the meeting as it is sensitive.

EA – Teaching and Learning

- EA was happy to have MA and OG on the teaching and learning team.
- Recent focus has been on English with a deep dive into phonics next week. Last June Barnet reworked their English scheme which Dena has been happy with. A close look at the better-quality texts includes 1 week reading, 1 week SPAG and 2 weeks writing. Children are stimulated and inspired.
- Data will be available next week. Tweaks need to be made but there is clear progression of skills.
- History is next.

OG - attainment

- Assessment week is this week. Progress will be mapped and supported, and interventions discussed. There has been no national testing for the last 2 years and there may need to be changes in TT after training on 25th April.

- JS said that Y2 and Y6 SATS are back this year, but outcomes will not be presented in league tables. He thought that if 2019 levels were met the school will have done well.

Q EG asked if SEN governor was playing an active part with SEN children? OG said SENCO had just showed him how she works with TAs to provide support for SEN. She felt that job specs of TAs to provide SEN support needs consideration.

Q LJ asked if the school was providing enough support for post Covid catch up? She had heard of external tutors being used in other schools. JS said this had been discussed but wondered where there would be space for interventions with building work let alone tutors. LJ felt it was a concern for many parents. SG said there had been budget from the Trust in past years for extra interventions but was concerned to balance the feelings of children who feel different if they are taken out.

Q OG asked GJ if JCAT could support extra interventions or provide resources? GJ said the National tutoring programme was being investigated and funds may be available.

TR – staff governor

- She thought teachers had adapted well to JS being on board and HT awards had gone down well.
- Staff were looking forward to working with RB.

SG – staffing

- She had met with JS and there are potential staffing movements
- The office administrator is stressed and has raised concerns
- There is uncertainty about what budget is available for recruitment or to give pay rises.
- Some staff issues have not been addressed due to finances

EG - Premises

- Phase 2 building work is to start in the summer.
- Discussions have been had with Barnet to get use of the whole car park during the building project for contractors, portacabin etc.
- He did a premises environmental walk last week, including looking at displays.
- Boy's toilet is in a poor state – quotes are being obtained for work in the holiday.

Governing body self review

- Roles and responsibilities sheet is to completed **ACTION**
- A governing body self review will be done next term or next academic year.
- A 360 review on ZS will be done after December 2022.
- All targets will be assessed, and new targets worked out.

Governor training and the National College website

- Safeguarding training must be logged on Google matrix.
- Any meeting at school needs to be logged and backdated to September 2021.

Ethos and values

- Rabbi L said it was important to benchmark what the school is trying to do.
- This needs to include SLT and portfolio governors to assess what they are trying to achieve in order to inform parents and the governing body.
- ZS said this would be reviewed in committee next term. **ACTION**

12. PHASE 2 UPDATE

Update next meeting

13. AOB

- LJ reminded governors of a charity extra fundraising event on 12/13 June, proceeds to go towards the building work. She said this needed investment from everyone including filming and promotions. Trustee Rob Gershon is leading on this.
- Governors discussed changing governing body meeting days and times. The next meeting is already scheduled for Thursday 30 June, and it was agreed that this will remain virtual at 7.30pm.

Meeting ended at 22.16pm

ACTIONS

AGENDA ITEM	ACTION	BY WHOM	BY WHEN
4	Equalities policy	EO	Next meeting
6	Amend parent handbook for behaviour	ZS	ASAP
11	Complete roles and responsibilities sheet	All	ASAP
11	Review ethos and values	ZS/RL	Next meeting