



**CHESTNUTS PRIMARY SCHOOL
GOVERNING BODY**
Minutes of the full Governing Body meeting held on
Thursday 20 May 2021 at 6:30pm, via Zoom

GOVERNOR TYPE	NAME		TERM EXPIRY
LA Governor (1)	Maureen Duncan <i>from 6:55pm</i>	MD	14.09.21
Parent Governors (4)	Christian Lund	CL	04.07.23
	Angeline Conaghan	AC	04.07.23
	Kalvi Nadarajah	KN	13.12.21
	<i>Vacancy</i>		
Co-opted Governors (5)	Kaley Foran	KF	02.12.24
	*Hannah D'Aguiar	HD	19.09.22
	Hannah Marr	HM	04.07.23
	*Clare Matthai	CM	02.12.24
	<i>Vacancy</i>		
Foundation / Trust Governors (2)	Hugh Merrit, Chair	HM	15.09.23
	<i>Vacancy</i>		
Staff Governor (1)	Mavis Scott	MS	04.07.23
Headteacher (1)	Katie Horwood	KH	<i>Ex officio</i>
	Also Present: Carole Newton (CN), <i>Deputy Headteacher</i> ; Sharon Bolton (<i>Haringey Education Partnership</i>)		
	<i>*Asterisk denotes absence</i>		

PART 1

1. APOLOGIES FOR ABSENCE

Apologies were received from Hannah D'Aguiar and Clare Matthai.

2. DECLARATIONS OF INTEREST

No declarations were made.

3. MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting were **approved** as an accurate record after the following amendment:

Amendment: There are 60 pupils on the SEND register and 19 with Education Health Care Plans.

4. MATTERS ARISING

- a. **The Governors' Conference details are on Governorhub**
- b. Item 3.6 – Annual Declarations of Interest forms – Actioned
- c. Item 5.9 - Meeting to discuss resettling pupils – Actioned
- d. Item 6.2 – Work through Risk Registers. Actioned



- e. The Chair confirmed that he would advertise the Parent Governor vacancy following the half term break and contact HEP again regarding the Co-opted Governor vacancy.

5. REPORTS FROM COMMITTEES & LINK GOVERNORS

a. Finance

Below is a summary of the points raised:

- i. The Health and Safety Policy and Risk Assessments were discussed and have been recommended for approval.
- ii. Health and Safety Audit completed. The Chair will be doing a Health and Safety walk tomorrow at the school in his capacity as Health and Safety link governor.
- iii. The school is being asked to take on a SEND child who needs full time adult support. The school will have to recruit an additional adult to support the child.
- iv. The catch up funding details will be shared on the school website.

b. Standards Committee

Below is a summary of the points raised:

- i. The timing of the meeting was discussed as well as whether the meeting should be Clerking.
- ii. Writing has taken a hit this year.
- iii. Classification of BAME ws discussed.
- iv. The Year 5 cohort feature very heavily in the SEND dept.
- v. **Action: It was agreed that the Governing Body needs to discuss the number of children in the school with SEND and the school's ability to meet the children's needs.**
- vi. Angeline has been partnering with the SENCO at Bruce Grove where they have been piloting a new model of working with the challenges of a high number of SEND pupils and a falling school roll.
Action: Angeline will share the Bruce Grove information with Mavis.
- vii. It was noted that Chestnuts should not be named on a EHCP if the school is not involved in the placement decision.
- viii. It was also noted that the school should be cautious about identifying itself as a specialist SEND school eg for Autism as this not always financially viable.
- ix. Mavis reported that she has been working with a triad of schools in SEND to discuss good practice and innovative ways of working.
- x. **Ques:** Do we have more than our fair share of SEND pupils?
Ans: Yes. That is mainly because it is widely known that the school is very inclusive and the parents share details of their experiences with other parents.



Parents who do not live in the catchment area also choose Chestnuts because of its reputation. The funding received does not cover the cost of the needs of the SEND pupils.

xi. Ques: Is there a number of SEND students that needed to be considered the placements to be sustainable.

Ans: Most children come with about £6000 but it costs at least £3000 to meet their needs.

xii. It was agreed that the school needs to address meeting the needs of pupils with SEND. Mavis noted that since January she has completed seven Education Health Care Plans. Five of the children were existing Chestnuts pupils who have additional needs. Mavis explained that EHCPs are a last resort. The school needs to demonstrate that everything has been done within the school's means to meet their needs.

xiii. Ques: When a EHCP is requested for existing pupils is there a discussion on Chestnuts being the best placement for the pupil?

Ans: A comprehensive discussion takes place and families are encouraged to visit other schools. In some cases, the families know that a special school would be more appropriate but they still want to remain at Chestnuts.

xiv. The Chair suggested that it would be useful to identify the gaps in provision for SEND pupils. It was noted that when the current Year 5 leave it will make a huge difference to the allocation of resources. Further down the school even though there are children with EHCPs the SEND is not that great.

6. LINK GOVERNORS

- a. Kalvi met with Carol to discuss pupil premium. It was a fruitful discussion about how the data is being used to track data.
- b. Angeline attended the BAME Unconscious Bias training. It was a very useful.
- c. It was noted that Governors need to think about a schedule of visits. Staff would prefer a face to face meeting instead of a virtual session. Governors were asked to speak to Katie first so that she can book it in for staff.

7. HEADTEACHER'S UPDATE

Below is a summary of the points raised:

- a. Two families are on a Child Protection plan. Three on Child in Need plans and four at Early Help Level. These are higher numbers than in previous years.
- b. No positive COVID 19 cases have been presented and the children seem to be happily back into routines. The biggest impact we are seeing is in children's stamina for learning and social skills. All practical infection prevention and control measures are still in place.



- c. The resignation deadline is 31st May. Katie is not expecting any resignations but there may be one.
- d. Curriculum - After much deliberation and research the school is moving towards using the HEP curriculum resources from next year. This is only for KS2 and only for some subjects. This will strengthen the teaching of History, Geography and RE. Staff are creating a tight curriculum map and making sure that the resources are available. Staff will receive training from HEP on 9th June (governors are welcome to attend). This will run alongside further training for each year group. This change will open up opportunities for collaboration with other local schools.

Action: Governors are invited to attend the training session where possible. The general consensus is that the HEP curriculum is highly recommended and is free to the school.

- e. **Ques:** How have the increased Safeguarding matters been dealt with?
Ans: There is a need for more new safeguarding training as the handling of recent safeguarding concerns have highlighted.

8. **20/21 ACCOUNTS (IN FOLDER)**

The governors agreed to sign off the 2020/21 budgets. The year ended with a large deficit of about £160k primarily related to the drop in income combined with increasing costs.

9. **RISK REGISTER REVIEW (IN FOLDER) – SEE REGISTER**

Substantial building works due to start Summer.

10. **PARENT GOVERNOR RECRUITMENT**

- a. Three parents have applied for one vacancy. The Chair stated the options for running the election i.e Ask each parent to write a statement of 100 words. Appoint the runner ups to the vacant positions.
- b. It was noted that the Governing Body needs to review the skills gap when filling the vacancies. Fundraising is a considerable gap.
- c. The challenges of being a parent governor was discussed and the implications of governors filling the other vacancies.
- d. **Action:** The Chair will speak to the prospective parents to explain the process, gauge their level of interest and specialisms and then report back to the governing body.

11. **SDP SESSION - DATE AND PLAN**

The Chair will circulate a poll for the date.

Suggested topics:

- Closing the gap
- A holistic approach towards closing the gap
- The Vision Statement



- Pupil Voice

Action: It was agreed that the Vision Statement will be added as a standing item on the agenda.

12. ANY OTHER BUSINESS
None.

SIGNED _____
HUGH MERRIT, CHAIR OF GOVERNING BODY

ITEM No.	ACTION	ASSIGNED TO
Item 5b v	It was agreed that the Governing Body needs to discuss the number of children in the school with SEND and the school's ability to meet the children's needs.	Chair
Item 5b vi	Angeline will share the Bruce Grove information with Mavis.	Angeline
Item 10d	The Chair will speak to the prospective parents to explain the process, gauge their level of interest and specialisms and then report back to the governing body.	Chair
Item 11	It was agreed that the Vision Statement will be added as a standing item on the agenda.	Chair/Clerk