

Minutes of the meeting of the Full Governing Body of Ivydale School, held at the school on Tuesday 25th June 2019 at 6:30pm

Present

Ms Ashley Bernard (AB)	Ms Sophie Broadfield (SB) (via phone Items 1-8)
Mr Alasdair Buckle (ABu)	Ms Miriam Facey (MF)
Ms Lynne Gravatt (LG) (Vice Chair)	Ms Helen Ingham (HI) (Head)
Ms Suzy Kirk (SK)	Mr Peter Lilford (PL)
Ms Catherine Mahony (CM)	Ms Faye Rounding (FR)
Mr Bartley Shaw (BS)	Ms Jessica Skinns (JS)
Ms Kimberley Starke (KS)	Ms Anna Townsend (AT)
Mr Rosh Wijayarathna (RW)	

Also Present

Judith Lambert (JL) – Deputy Head
Nicole Galea – Clerk

PART 1 (A) Governing Body Priority: Children's Centre

1	<p><u>Children's Centre Annual Report</u></p> <p>Miles Smith (MS), Children's Centre Manager, was welcomed to the meeting.</p> <p>MS tabled a report showing the locations of the Children's Centres (CCs) across Southwark and the provision available at the centres managed by Ivydale. He provided Governors with a brief overview of the history of CCs in Southwark and the change over time from 21 CCs to 16 managed in 4 Localities. He stated that Ivydale CC is now responsible for provision over 5 sites, it benefits from good quality buildings and staff who have excellent relationships with their partners.</p> <p>The core offer is based around:-</p> <ul style="list-style-type: none"> • Improving outcomes for children • Increasing parental aspirations and skills • Improve child and family health chances <p>He highlighted the following:-</p> <ul style="list-style-type: none"> • The budget for Ivydale CC 2019 / 2020 is £700k, in addition, £60k was carried forward as a surplus from the previous year. • This year to date, the CC has registered 1,600 families, 5,000 individuals and had 66,000 contacts. • Across all sites there is a stable and large staff team consisting of MS as Leader, 2 Family Services Managers, 4 full time Family Workers, 6 Session Leaders, Session Staff, Admin Manager and Admin staff. • MS then provided Governors with an overview of the sessions provided and the variety of external agencies they work in partnership with. • Courses aimed at education and skills training for parents can last up to a year (ESOL can be up to 3 years) and are usually supported by crèche provision which is a significant cost for the CC. • The main work of the CC is supporting priority families with children under 5 years and those referred from Early Help, Social Care or self referred through group courses across the locality and the year. They work with partner agencies including Kings College Midwifery and pre natal team, Homestart, Portage, other voluntary organisations, food bank voucher schemes and with people who have no recourse to public funds. There are also links with the
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	<p>University of East London and Southbank University for Social Work placements.</p> <ul style="list-style-type: none"> • This is a period of change for Southwark, the consultant who established the provision has moved to Children’s Services and there have been restructures of Early Help and Social Care; the LA is looking for greater consistency across the localities which is likely to bring future changes with the possible reduction to 2 localities • A significant issue for the CC is management of the non Ivydale school buildings; the LA is looking at introducing an SLA for the use of the Rye Oak and Ann Bernadt sites, developing a system when there are premises related issues and possibly charging partner agencies for the sessions they run. • The LA has introduced a 6 weekly Strategic Leadership Board for the management of CCs which is working on creating greater consistency in marketing, policy, aims and objectives and relationships. • There are 2 IT systems in use: Synergy is a database of family details from which, it is hoped, reports can be run. Mosaic is a Social Care and Early Help system which CCs are receiving training on. • There are systems in place, a stable staff team and very good provision for children under 5 years and their families. • MS confirmed that recruitment is in place for his replacement when he leaves at the end of term. <p>LG thanked MS for his presentation and for his input into the CC over the years since its inception noting that it has grown and become a valued fixture for the local community. HI stated that MS has grown the team and effective succession planning is in place; his departure will leave a big void but she is confident that the CC will continue to be strong.</p> <p>JS asked if there is a risk of the £60k surplus being clawed back by the LA. MS stated that there is no anticipation that this will be the case, the surplus includes an element from the previous year which may be needed as salaries increase. Ivydale CC has the largest budget of the 4 localities based on numbers and need but it has not increased for the last 2 years. HI added that the school and CC have discreet budgets with a system of recharge in place so that the finances of both sides remain separate.</p> <p>SK referred to the Locality Map and queried the Ofsted judgements noted against the different locations. MS stated that Ivydale was rated as Outstanding by Ofsted in 2016; it was asked to take on provision at the other centres which were judged as Good and Requires Improvement, there have been no inspections since then and currently there is no Ofsted framework for the Locality model of CCs.</p> <p>PL advised that as the CC Link Governor he met with MS and would present his report at a later date.</p> <p>MS then withdrew from the meeting.</p>	<p>PL</p>
<p><u>PART 1 (B) Governor Business</u></p>		
<p>2</p>	<p><u>Apologies for Absence</u></p> <p>LG reported that SB was unable to attend the meeting in person but was available to attend via a telephone link. It was RESOLVED to agree to SB attending the meeting remotely and that LG would take the meeting as Vice Chair.</p>	

	The Clerk advised that all Governors were in attendance and that the meeting was quorate.	
3	<p><u>Declarations of Interest</u></p> <p>LG advised Governors of the need to declare any interests for items on the agenda; Jessica Skinns reminded Governors of her previously declared interest in a confidential item. There were no further declarations made.</p>	
4	<p><u>Minutes of 19/3/19 and Actions Log</u></p> <p>Approval Minutes of the previous meeting of 19/3/19 had been distributed in advance; it was RESOLVED that they were an accurate reflection of the meeting; a copy was available for the Chair to sign at the end of the meeting, to be retained by the Head.</p> <p>Action Log Governors reviewed the action log and noted actions recorded (attached). In addition, From 09/2018 <u>Item 6: Website</u> HI reported that the new website is now live and will be advertised in this week's newsletter www.ivydaleschool.co.uk . It will include the statutory required Governor related information and all non confidential minutes.</p> <p>The Clerk undertook to update the Actions Log.</p>	
5	<p><u>Governing Body Operation</u></p>	
5.1	<p>Membership and Attendance</p> <ul style="list-style-type: none"> • Arrangements for Chair and Vice Chair until Autumn FGB 2019 The Clerk reminded Governors that SB would be resigning as a Governor at the end of the term due to her relocation; the proposal is that LG takes on the role of Acting Chair from then until the first FGB of the autumn term when this will be an item on the agenda. Governors unanimously RESOLVED to agree to LG taking on the post of Acting Chair from the end of the summer term until the first FGB of the autumn term and to leave the Vice Chair position unfilled during that time. • Ends of Terms of Office: The Clerk advised of the following membership changes:- SB – will stand down as the LA Governors at the end of term. LG - term of office as a Parent Governor is due to come to an end on 14/12/19, it is proposed that she is nominated for the LA Governor position vacated by SB. Governors supported the nomination of LG for the LA vacancy; the Clerk undertook to forward the nomination to Southwark Governor Services AB – will stand down as the Co-opted Staff Governor at the end of term, elections will take place in the autumn term • Co-opted Parent Vacancy. HI suggested that this could be combined with the Parent Governor vacancy following LG's transfer to the LA category, with an election run in the second half of the autumn term. Governors supported this suggestion. Governors discussed the suggestion that parents are provided with more information on the role of the Governors, which could coincide with the launch of the website. 	<p>Clerk</p> <p>HI</p> <p>HI</p> <p>HI</p>

	<ul style="list-style-type: none"> • Attendance Report: The Clerk drew Governors' attention to the meeting attendance information which had been distributed in advance, she reported that this information should be published on the website and undertook to forward it to the school office. 	Clerk
5.2	<p>Review Induction Arrangements for new Governors</p> <p>LG asked the newer Governors for their input. They commented that the training and visits to the school have been useful and suggested that copies of key documents (SDP etc) and a more structured approach to induction would be beneficial. It was agreed that LG, PL, CM and BS would work on revising the current system.</p>	LG / PL / CM / BS
5.3	<p>Link Governor Visits</p> <p>LG referred Governors to the guidance documents and Link Visit reports (Literacy and Wider Curriculum) that had been circulated in advance. It was agreed that the Literacy Link Report would be discussed at the next Standards Committee meeting.</p> <p>HI undertook to organise visit early in the autumn term primarily for newer Governors to become familiar with the school and receive some of the key information.</p>	Clerk HI
5.4	<p>Committee Minutes – for information</p> <p>The following committee minutes had been circulated and were noted as received, there were no comments:-</p> <ul style="list-style-type: none"> • CFC Committee – 11/3/19 and 8/5/19 • Resources Committee – 27/3/19, 30/4/19 and 23/5/19 • Standards Committee – minutes of 6/6/19 to follow 	
5.5	<p>Governance Information Storage and Governor Communication Arrangements</p> <p>HI distributed the information for Governors to access their new LGfL school email accounts and asked them to confirm their access with an email to her from this account. She stated that from the autumn term, for all Governing Body correspondence should take place via school emails and a school 'dropbox' will be available to post and store all governance related documentation in a more secure and GDPR compliant facility within LGfL.</p>	All gobs HI
<u>PART 1 (C) SUBSTANTIVE DISCUSSION</u>		
6	<p><u>CFC Priority: Pupil Wellbeing and Parental Engagement</u></p> <p>Changes to the school uniform</p> <p>HI reported that the CFC Committee had originally discussed and agreed the proposal to make changes to the school uniform. She referred Governors to the document she had provided in advance on the issues both from the school's perspective and the varied responses from parents. She stated that the document focusses on the reasons for the changes; she acknowledged that the school had misjudged the views of some parents and that the communications could have been clearer. A copy of the petition against the changes was tabled, HI highlighted that less than a quarter of parents have signed and that it also includes some signatures from non Ivydale parents. A second protest planned for this morning did not materialise.</p> <p>BS commented that when the proposal was discussed by the CFC Committee there was unanimous support for the changes but acknowledged that there was less focus on the 'how' it would be implemented.</p>	

	<p>Governors discussed the original proposal and the subsequent 'way forward' at length, including the importance of good clear communication with all parents, not just the more vocal ones and the importance of minimising the unnecessary distraction this could represent from the other more pressing issues facing the school such as the financial position. A variety of opinions were voiced and no consensus agreed.</p> <p>HI stated that it is imperative that a decision is made soon in order that parents have the opportunity to organise their child's uniform before the start of term,. She noted that the school's ambition for the overall proposal has not changed but there was an acknowledgement that all parents should have the opportunity to express their views and that the communications around this issue should be clearer.</p> <p>MF stated that as Diversity Link Governor, she felt that this issue has highlighted a concerning disconnect between those parents who are affluent and vocal and those who are not and find it difficult to speak against 'popular' views. It also raised issues around the lack of respect shown to members of staff by some parents. LG agreed that these concerns should be investigated as a matter of urgency next term.</p> <p>It was agreed to</p> <ul style="list-style-type: none"> • Enforce the current policy of smart, plain, dark (black, navy, grey) bottoms • Consult with all parents in the autumn term 	<p style="text-align: right;">LG / HI</p> <p style="text-align: right;">HI</p>
7	<p><u>Headteacher's Report</u></p> <p>HI referred Governors to her Report which had been circulated in advance. In addition she reported:-</p> <ul style="list-style-type: none"> • Teacher recruitment has been positive, 2 of the 3 NQTs interviewed for 2 vacancies were outstanding and so with SB's support both were appointed. The appointments will increase the diversity of the staff team and the overspend on the salary budget will be compensated by a reduction in the cost of supply cover. <i>PL queried where a virement would be needed for this.</i> HI stated that the additional cost would only be for 2 terms (until the end of the financial year) and may balance out if someone leaves mid year. She undertook to follow up on the virement requirements and report back to the Resources Committee. • SDP Priorities: HI reported that the general view of the committees was to retain the current priorities with the exception of the Standards Committee. It recommended including the Ofsted area of development from the recent inspection - the wider curriculum. HI stated that she will be working on the new SDP in the coming weeks so that it is ready for the start of term. <i>JS highlighted that the CFC Committee has only received one set of minutes from the Parents' Forum which impacts on their ability to receive parental feedback.</i> MF added that the committee also recommended having more information on diversity. It was agreed that both of these issues would be discussed at the autumn term meeting. SB reminded Governors of the importance of the committee priorities being tight and specific. • Headline data: HI referred Governors to the headline data she had circulated earlier in the day. She stated that results were slightly down on the previous year but still above the national average; they will be analysed over the summer and discussed at both the FGB and Standards Committee in the autumn term. <i>JS asked why GLD in Reception is lower this year and what was the school's response.</i> KS and HI reported that the Reception classes were full 	<p style="text-align: right;">HI</p> <p style="text-align: right;">HI</p> <p style="text-align: right;">CFC</p>

	<p>this year and there were a number of pupils with additional needs which had an impact. The additional needs were supported by additional adults in class and also through the support of the Inclusion Team.</p> <p>JS also noted that there was a drop in the Phonics result. HI stated that this was due to a number of pupils who joined Ivydale during Y1 and the pupils with EAL. The data will be analysed thoroughly and appropriate support put in place.</p> <p>There were no further comments; an item of Confidential Business was discussed and recorded under Part 2: Confidential Items.</p>	
8	<p><u>Urgent Business</u></p> <p>There were no matters of Urgent Business. SK withdrew from the meeting.</p>	
9	<p><u>Date of next meeting and agenda items</u></p> <p>The dates of all meetings for 2019 / 2020 were distributed separately.</p>	

Signed

Date