

Gladesmore Community School Governing Body

Minutes of the meeting held on Wednesday 18th October 2023 at 6pm

Parent Governors (2)		Co-opted Governors (7)	
Suhel Musa (SMA)	8-12-24	Susan Williams (SWS)	07-12-26
*Fiona Jatta (FJA)	21-3-27	Donna Grant (DGT)	07.07.26
		*Alexander Sweet (AST)	07.07.26
Local Authority Governor (1)		*Annabel Schaafsma (ASA),	10-12-23
* Maureen Black (MBK)	07-02-26	^ Elaine Brown (EBN)	08.12-24
		^ Abdul Rob (ARB)	21-3-27
Staff Governor (1)		Shmuel Davidsohn (SDN)	07-12-26
*Jenny Irish (JIH)	07-12-26		
Headteacher Governor			
*Goldwater Ojokor (GOR)	Ex-Offico		

Others Present	
Jan Smosarski – Clerk (JSI),	Alexander Sweet (Chair) in the Chair Quorum = 6 governors * Denotes governors present ^ Denotes approved absence

Part 1

NB: This meeting was a hybrid meeting with some governors attending at the school and some governors attending remotely.

	<p><i>The following documents were circulated to all governors prior to the meeting:</i></p> <p><i>Meeting agenda, Minutes of meetings held on 21-6-23, Declarations of Interest Form, Financial Knowledge Form, Dates for Meetings Updated Form, Report on Examination Results, Class of 23 GCSE Results, Headteacher Reports, REACH rebrand update, Instrument of Governance, Governing Body membership list, Governor Code of Conduct, Governing Body terms of Reference, Scheme of Financial Regulation, Governing Body Decision Delegation Plan, Glossary of Education Acronyms,</i></p>	
1	Election of Chair and Vice Chair	
1.1	JSM welcomed governors to the first meeting of the academic year. She asked for nominations for Chair for the forthcoming academic year. MBK proposed AST and this was seconded by ASA. There were no other nominations and AST	

	was elected as chair.	
1.2	AST took the chair. He thanked governors for their continued support and asked for nominations for Vice Chair. He proposed MBK and this was seconded by ASA. There were no other nominations and MBK was elected as Vice Chair.	
2	Attendance	
2.1.1	Consideration of apologies – apologies for absence were accepted from EBN and ARB	<u>GOR</u>
2.1.2	NB <i>Governors should be aware that if they fail to attend three consecutive meetings without having apologies accepted or without sending apologies they could be removed from the governing body. It is extremely important to send apologies if you cannot attend a meeting but governors need to be aware that the rest of the board do not have to automatically accept those apologies. It is important that all governors play an active role to ensure that the governing body is both effective and strategic.</i>	
2.2	Declarations of Interest - There were no declarations of interest on any item of this agenda.	
2.3	Completion of Pecuniary Interests and Governor Details - New forms for academic year 23-24 need to be signed and returned to the school. GOR will re-send the forms as single documents.	<u>GOR</u>
3	Minutes of the previous meetings.	
3.1	Minutes of the 21st June 2023 The minutes were AGREED as a true record.	
3.2	Matters Arising from the minutes not on this agenda	
3.2.1	Minute 4.2 – Governors Skills Audit – some, but not all governors have submitted a return. In order to get a really useful picture of the many skills and the range of experience on our governing body we need the very widest response possible. We can then make informed decisions regarding future training. It was AGREED that the form will be sent out again and governors are urged to make a response.	<u>MBK</u>
4	Dates of GB meetings 2023-24	
4.1	It was proposed to change the date of the first meeting of the summer term from the 25 th April 2023 to the 24 th May 2024. The LA had suggested an earlier date for the submission of profiled budgets next year but Headteachers in all sectors had objected to the end of April deadline as they would not have time to make proper spending plans in that time. The LA had agreed to revert to the end of May deadline. The change of date was AGREED .	

5	Focus: Outcomes	
5.1	<u>Report of examination results for 2023 (GOR)</u>	
5.1.1	This year grading has returned to normal for the first time since 2019. This has meant that nationally the results for this year will be lower than those achieved in 2022. At Gladesmore the results were more or less in line with the results achieved in 2019 which was the last time a normal grading structure had been used.	
5.1.2	This year's cohort (260) is the largest ever to sit GCSE's at Gladesmore and there are a significant number of pupils with SEND (Special Educational Needs & Disabilities and AEN (Additional Educational Needs) AST asked whether the numbers of pupils in Alternative Education Provision was greater in 2023 than in 2019. GOR confirmed that this was the case and reminded governors that the 2023 cohort were the second year where an additional class had been admitted in Y7.	
5.1.4	Progress 8 – this figure shows the progress pupils have made during their secondary school years. It is based on their KS2 (Key Stage 2) SATs results and their GCSE grades. This years Progress 8 score is -0.26 An average score would be in the range of -0.2 and +0.2 The percentage of pupils achieving at least 5 level 4+ including English and Maths was 56% in 2019 and 57% in 2023.	
5.1.5	Attainment 8 – this is the average grade reached by all students in all subjects . This year it is 4.3. In 2019 it was 4.4.	
5.1.6	Ebacc – a significantly larger group of pupils took English Baccalaureate subjects in 2023 (79%) than in 2019 (55%) The increase comes in MFL (Modern Foreign Languages) and History and Geography. As a result entries in subjects like Art or Media Studies have reduced. 79% of pupils taking Ebacc subjects is higher than the national average.	
5.1.7	Governors asked whether there were any significant fluctuations in subject performance this year. GOR replied that there were some and that these would be discussed during the self-review process, which was currently being undertaken. An action plan is drawn up in every subject by the faculty team and Leadership Team members. Reasons for changes in subject performance are discussed and where appropriate changes are made. When challenged by governors on the time it was taking to draw up these action plans given that the results had been received in mid August GOR explained that coordinating so many meetings and involving members of the Leadership Team was logistically complex. The faculty teams would have started to implement their plans before the more formal meetings and would then adapt their plans following the meeting if necessary. AST asked which subjects needed the closest focus and scrutiny. GOR replied	

	<p>that History, Geography, Spanish and French were subjects, which were closely monitored. Fluctuations in these subjects were largely due to the increase in numbers of pupils taking Ebacc subjects. Prior to this some of these pupils would have opted for subjects like Drama, Music or Art.</p> <p>Actions taken to build on existing subject performance included reducing class sizes in Y9 and 10.</p>	
5.1.8	<p>Governors examined action plans, which detailed the context of the outcomes and then plan a way of addressing some of the issues. These were sent out to governors as part of their packs to ensure that they had time to look through the detail of the plans. As an example in Geography the extended response questions were the most challenging and increased practice with more teaching on writing developed explanations will be introduced this year.</p>	
5.1.9	<p>FJA asked whether any data was available to see whether pupils making expected progress in one subject were making the same level of progress in all of their subjects. GOR agreed that this would be useful information and will look into how this information can be reported.</p>	<u>GOR</u>
5.1.10	<p>Governors asked whether the slides from his presentation could be circulated to all governors. GOR agreed to do this.</p>	<u>GOR</u>
5.2	<p><u>Report on Post 16 Destinations (PLN)</u></p>	
5.2.1	<p>Pupils move onto a variety of destinations including the Haringey Sixth Form Centre, the London Academy of Excellence Tottenham (LAE) , City & Islington, Alexandra Park School, Waltham Forest, Monoux, Haringey and the Springboard programme. Some pupils follow the Y11 Pathways Programme, which aims to prepare students to sit GCSE's in one year. PLN reported that sadly, the Digital College, which used to be in N7 has now moved to Victoria making it far less accessible to Gladesmore pupils. Both the Sixth Form Centre and LAE offer opportunities for visits throughout the year or come into the school to work directly with pupils.</p>	
5.2.2	<p>Pupils offered places at prestigious independent and public schools via the Springboard programme are not recorded on the LA statistics and are recorded as NEEPs (Not in Education or on Employment) This is frustrating as the school is proud of the number of young people from Gladesmore who are accepted onto this programme.</p>	
5.2.3	<p>82 pupils have moved on to study at least one A Level. This is a lower number than last year (135). 82 pupils have opted to study a BTEC at Levels 2 and 3. This is lower than last year (86)</p>	
5.2.4	<p>AST asked whether there had been any change in the number of pupils studying A Levels. PLN said the number was down on previous years. Some</p>	

	who had applied had not been accepted onto A Level courses but had been offered BTEC courses instead. It is anticipated that the number will increase with the current Y11 who are more likely to obtain the higher GCSE grades.	
5.2.5	It is not always possible to track where children have moved on to or whether they complete the courses they apply for. Some colleges are reluctant to pass on information in case they breach GDPR regulations. Whilst some children maintain contact with the school not all pupils choose to do this. FJA thought it was strange that there is no national database for this kind of information given that all pupils have a UPN (Unique Pupil Number) it should be possible to track where they are. GOR added that the very wide range of options open to pupils when they leave school has made keeping track of where they are more difficult. The school reports on pupil destinations to Haringey and Haringey makes a return to the DfE. ASA asked whether pupils were encouraged to maintain contact with the school once they had left. PLN said they were but it was often the pupils who were less likely to maintain contact who were the ones that needed to be tracked. AST asked whether pupils were given guidance on the best options for them individually. PLN said that guidance was given and suggestions made when teachers and pupils were looking at predicted grades. Some of the work carried out by LAE was with the more academically able pupils giving guidance on A Level options.	
5.2.6	Careers guidance is given in Y10 and 1-1 meetings take place with the children deemed to be most at risk. These meetings look to address where gaps in learning are and to identify ways in which predicted grades can be improved. FJA stated that it seemed as if the school was doing everything it could to support pupils and to try to identify where they had moved on to.	
5.2.7	Governors thanked GOR and PLN for their reports.	
6	Chairs Report and Correspondence	
6.1	AST reported that discussions are being held by Chairs on what to say about the Israeli / Palestinian situation. The LA has drawn up a model letter to be sent home which AST has had sight of. GOR agreed that it was a good letter, carefully thought out and that he would be discussing it with the SLT before a decision is made about sending it out to families.	
7	Headteacher's Report	
7.1	Successful Y6 Open evenings have take place. They were very well attended and AST had attended to support the school. In addition there had been 3 morning tours for parents to see the school in action. Governors need to be aware that the numbers of pupils in Y6 is lower than last year and that numbers will continue to fall over the next few years.	

7.2	<p>Saturday School – this has been extended to include pupils from Y8 – 11. Attendance is free and pupils are given free breakfast and lunch. Some pupils are targeted to attend Saturday School e.g. pupils having difficulty with specific subjects or pupils studying Further Maths</p> <p>MBK asked whether any pupils sat exams early. GOR replied that this had been the practice in past years but had stopped when changes were made to how the DfE recorded pupil results. However, it has been decided to return to putting some pupils forward to take specific subjects early.</p>	
7.3	<p>REACH Logo, GOR shared the newly re-branded REACH Logo. The design was put out as a competition and there has been one alteration to the acoustic, which is to change the A to aspiration rather than attitude.</p>	
8	Governing Body Membership	
8.1	<p><u>Instrument of Governance</u> – the Instrument was circulated in the pack. Some years ago it was changed to slightly reduce the overall membership in line with DfE advice. Governors AGREED to keep the current instrument for a further year.</p>	
8.2.1	<p><u>Governing Body Membership</u> - JSI reported that she had been experiencing difficulty in accessing the Governor Hub to update governor records. It had not been possible to add ARB to the list as she had no contact details for him. Any governor having difficulties in applying for training courses should contact JSI and she will contact Governor Services on their behalf.</p>	
8.2.2	<p>Governors are reminded that they need to keep either the Clerk or the school updated of any change in contact details. This is especially important in the case of emails as most communication goes out this way.</p>	
8.2.3	<p>ASA's term of office ends in December. She indicated that she was prepared to stand as a co-opted governor for a further four years. She was formally propose by AST and seconded by MBK. ASA was duly elected to serve a further term of office.</p>	
8.2.3	<p>JIH AGREED to become Lead Governor for Health & Safety</p>	
8.2.4	<p>Lead Governors – MBK is currently the Lead Governor for Safeguarding and SEND. It was suggested that governors give some thought to taking a lead in a specific area and to give some thought to any area, which is of particular interest to them. MBK has taken the lead in Safeguarding and SEND for a number of years and would be willing to let another governors take over should they wish to do so.</p>	
8.2.5	<p>It is recommended that as a minimum secondary schools should have Lead Governors for Safeguarding, SEND and Careers Guidance. Haringey would also recommend that there is a Lead Governor for Racial Equity.</p>	
8.3	<p>Code of Conduct – each governor needs to sign a copy of the code of conduct, which is included in the pack sent out to governors. GOR will send out as a separate document for the benefit of governors attending remotely. Governors attending in person can sign while they are in the school.</p>	<u>GOR</u>
9	Governing Body Operational and Policy Updates	
9.1	<p><u>Committee Terms of Reference</u> – it was AGREED that the SF&P Committee will</p>	SF&P

		Committee
	review the terms of reference at their first meeting in November.	
9.2	<u>Scheme of Financial Delegation</u> – this document details how money can be spent and the levels at which spending can be carried out by individuals and where approval by governors is required. There were no changes to the scheme, which was APPROVED by governors.	
10	Policy Updates - policies were circulated to governors prior to the meeting	
10.1	<u>Safeguarding & Child Protection Policies</u> – there were 3 changes to the policy, which had been brought to governors’ attention. Governors APPROVED the policy.	
10.2	<u>Safer Recruitment Policy</u> – there is new advice on shortlisting and on checking internet profiles. Governors recognized that this is not a fail-safe way to check on candidates but it did give an additional layer of security. Governors APPROVED the policy.	
10.3	<u>Careers Policy</u> – Governors APPROVED the policy	
10.4	<u>Pupil Mobile Device Policy</u> – GOR had updated governors on the changes that were being made regarding mobile phones in school at the last meeting of the summer term. Governors APPROVED the policy	
10.5	<u>GDPR Pupil and Parent Privacy Notice</u> – there were no changes to this policy. Governors APPROVED the policy.	
11	AOB	
11.1	There was no other business.	

There were no Part 2 Confidential Items

Chair _____ Date: _____