

# Gladesmore Community School *Governing Body*

## Minutes of the meeting held on Wednesday 22<sup>nd</sup> June 2022 at 6pm

Parent Governors (2)		Co-opted Governors (7)	
^ Suhel Musa (SMA)	8-12-24	*Tony Hartney (THY)	
^Wendy Burrell (WBL)	17-10-22	* Donna Grant (DGT)	08.07.22
		* Alexander Sweet (AST)	08.07.22
<b>Local Authority Governor (1)</b>		* Annabel Schaafsma (ASA),	10-12-23
* Maureen Black (MBK)	07-02-26	*Michael Brown (MBN)	08.07.22
		~* Elaine Brown (EBN)	08-12-24
<b>Staff Governor (1)</b>		~*Victor Olisa (VOA)	08-12-24
~*Tasaddaq Ashraf (TAF)	16-6-24		
<b>Headteacher Governor</b>			
	Ex-Officio		

Others Present	
Jan Smosarski – Clerk (JSI), Goldwater Ojokor – Headteacher Designate (GOR)	Alex Sweet (Chair) in the Chair Quorum = 6 governors * Denotes governors present ~ Governor attending remotely ^ 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><b><i>The following documents were circulated to all governors prior to the meeting:</i></b></p> <p><i>Meeting agenda, Minutes of meetings held on 23<sup>rd</sup> March 2022, Schedule of Meetings for 2023, Executive Summary School Development Plan, Summary of Key Questions, Ofsted; School Budget 2023, Motto, Vision and Ethos Statement, Policy Updates, Detailed version of Getting Ready for Ofsted</i></p>	
	<p>Prior to the meeting governors congratulated THY on his 23 years of service at Gladesmore and for the superb contribution he has made in leading the school forward into a position of strength and excellence. They wished him well in his retirement and presented him with a celebration cake and a gift. THY thanked governors for their good wishes adding that the success of the school was a team effort and that he was confident that GOR would continue to lead the school on to further achievements.</p>	

1	<b>Attendance</b>	
1.1.1	<b>Consideration of apologies</b> – apologies for absence were accepted from SMA and WBL.	
1.2	<b>Membership</b>	
1.2.1	<p>There are three governors whose terms of office are due to end on the 8<sup>th</sup> July 2022.</p> <p><b>MBN</b> no longer has a child in the school and will cease to be a governor. AST thanked MBN for his contribution to the governing body for eight years.</p> <p><b>DGT</b> indicated that she was prepared to stand for a further term of office. She was formally proposed by AST and seconded by MBK. DGT was elected as a co-opted governor for a further four years.</p> <p><b>AST</b> also indicated that he was prepared to stand for a further term of office. He was formally proposed by ASA and seconded by MBK. AST was elected as a co-opted governor for a further four years.</p>	
1.2.2	As this will be THY's last meeting there will be a further co-opted vacancy as of September 2022. GOR will take up the Headteacher vacancy thus creating an additional co-opted vacancy on the board	
1.2.3	There have been two approaches by members of the Orthodox Jewish Community to become governors of the school. Although few Orthodox Jewish children attend the school there has always been a desire to forge strong relationships between the school and the local community. Governors <b>AGREED</b> that one co-opted place should be offered to a member of this community. THY was asked to approach Shmuel Davidson, as the senior representative of the Orthodox community and discuss this decision with him.	<b>THY</b>
1.2.4	There will be one other co-opted vacancy to fill. Governors will consider their options at the first meeting next term.	
1.3	<b>Declarations of Interest</b>	
1.3.1	There were no declarations of interest on any item of this agenda	
1.4	<b>Training Update</b>	
1.4.1	MBK has completed her training on admission appeals and has sat on three appeals panels.	
2	<b>Minutes of the previous meetings.</b>	

2.1	<u>Minutes of the 23<sup>rd</sup> March 2022</u> The minutes were <b>AGREED</b> as a true record.	
2.2	<u>Matters Arising from the minutes not on this agenda</u>	
2.2.1	There were no matters arising from any of the three sets of minutes.	
<b>3</b>	<b>Theme – Leadership and Management</b>	
3.1	Headteacher Transition – arrangements / updates (GOR)	
3.1.1	Dedicated time has been identified for THY and GOR to work together to ensure a smooth handover. At the end of this term there will be a total of five staff leaving including THY and six new staff joining the Gladesmore team. There are currently two unfilled vacancies in the Technology department and work is ongoing to fill these vacancies. Contingency plans are in place should it not be possible to fill these posts before September.	
3.1.2	THY and GOR have been reviewing leadership roles and have made some changes to the structure. Engin Djemali (EDI) will be released from his Head of Year role to take over some of GOR's role. An additional appointment has been made to the Safeguarding Team and the new appointee has previously worked as a social worker. This means that within that team there is a huge breadth of experience as there will be two staff with social work backgrounds and one with a police background as well as staff with education backgrounds.	
3.1.3	New teams designed to support members of the Leadership Team are being set up. Members of the teams will offer different areas of expertise to support senior leaders and deputies carry out their various responsibilities.	
3.1.4	AST clarified that the leadership posts were being re-organized and that GOR's existing post would cease to exist. This was confirmed by GOR. VOA asked whether GOR would keep any of his existing responsibilities. GOR replied that pastoral care had been a particular area of strength for him and that he would continue to have an advisory role in this area.	
3.1.5	GOR stressed that he would be introducing new developments and would bring in change as the school continued to develop and grow. He was keen to work with staff currently just under the senior leadership team and to develop packages which could lead to career progression. Changes currently being implemented reflected a review of responsibilities already in place and offered opportunities to extend areas of expertise rather than creating new posts of responsibility.	

3.2	<b>Governing Body Development Planning and Ofsted Ready 2022-2023</b>	
3.2.1	Two documents relating to Ofsted had been included in the mail out. The school is due to be re-inspected as part of Ofsted's decision to re-inspect all Outstanding Schools. As very short periods of notice are given as to when an inspection will take place it is essential that all governors are aware of the kind of things they may be asked by inspectors and are ready to be interviewed. Once the school has been contacted by an inspector governors will be informed and asked about their availability to meet with the inspection team. A group of governors will be identified and will either meet with the team face to face or remotely. The training undertaken by governors via governing body meetings covers all areas of likely questioning but governors do need to prepare by reading the available documentation and taking part in additional briefings. AST, DGT, MBK, EBN, VOA and ASA all indicated their willingness to be contacted in the event of an inspection. An additional meeting for interested governors will be called in early July.	<u>THY</u>
3.2.2	EBN asked whether there was any indication when such an inspection might be called. THY replied that this was impossible to predict. He had wondered whether the school might be inspected before he left and he hoped that if this was not the case GOR would be given time to settle in – but he did not know. He was aware that most of the previously outstanding schools had been re-inspected so it was possible that Gladesmore could be inspected before the end of term. Other factors that could trigger an inspection would be formal complaints against the school, safeguarding concerns or falling examination results.	
3.2.3	AST asked whether parents were being prepared to take part in the inspection by responding to the opportunity to take part in an online survey on the Ofsted website. THY explained that once the phone call from the Lead Inspector had been received he would call a whole school assembly to explain the process to the children. He would ask them to ask their parents to take part in the online survey. Gladesmore parents are sometimes asked to participate in surveys undertaken by the school and the response to a recent safeguarding survey had been very encouraging. MBK suggested that the PTA could also be asked to respond and to encourage other parents to take part. THY agreed this was a good idea as the PTA had become increasingly active during the lockdown periods.	
3.3	<b>Dates for Governing Body Meetings 2022-23</b>	
3.3.1	A list of suggested dates had been circulated prior to the meeting. Governors <b>AGREED</b> the proposed dates and times.	
3.3.2	VOA requested that the option to attend meetings remotely is continued as this gives much greater flexibility to governors. AST agreed that this has been	

	helpful and the plan is to continue with hybrid meetings. <b>AGREED</b> by governors	
<b>4.</b>	<b>Chair's Report and Correspondence</b>	
4.1	AST thanked THY for organizing Governors Day which had given governors the opportunity to see the school in action. Governors were able to visit a number of lessons and saw different subjects being taught across the age groups. The school is always happy to accommodate visits and governors are invited to contact the school to make an appointment should they wish to do so. It is very important that governors get to know what the school is like when it is in session.	
4.2	AST met with the new Chair of Governors at the London Academy of Excellence, Tottenham	<u>GOR</u>
4.3	AST reported that Woodside and Hornsey Girls have both recently been inspected. Results are still confidential so could not be reported. Both schools received an email the day before the inspection, which was carried out by 2/3 inspectors over two days. Woodside reported that governors had no control over when they would meet with inspectors and that inspectors kept changing the times of their appointment. The focus was very much around 'where is the school now' and attendance, behaviour, SEND, EAL were very much a focus of assessing governors' knowledge of the school.	
<b>5</b>	<b>School Report</b>	
5.1	<b>School Development Plan (SDP)</b>	
5.1.1	The SDP outlines the main goals for the forthcoming year. The structure of the plan matches the structure used by Ofsted i.e. Goal 1 Quality of Education Goal 2 Behaviour and Attitudes Goal 3 Personal Development Goal 4 Leadership and Management Safeguarding is a key factor within all goals	
5.1.2	Although the school aims to further develop and improve in all aspects there are no areas identified as being weak or of concern. Following the pandemic there have been some changes in practice, which it is planned to keep and develop. An example would be in assessment where some work has been assessed in books and some assessment has been carried out online. It is planned to review what has been happening and to continue with the best practice in the future.	
	Governors <b>APPROVED</b> the SDP for 2022-2023	
5.2	<b>School Evaluation Form (SEF)</b>	
5.2.1	This form will be given to inspectors as part of the information they will need before the inspection is carried out. It is effectively a snapshot of where the	

	school is right now. The form follows the Ofsted framework and illustrates an inspection judgment as well as indicating where evidence can be found to support the judgment. The current SEF includes the transition procedures put in place to ensure a smooth changeover of Headteachers. It is a 'live' document and is updated on a half termly basis.	
5.2.2	EBN suggested that under Safeguarding there may need to be a specific statement relating to low level concerns as this is a new area of focus. THY agreed to look into this further.	<u>THY</u>
<b>6</b>	<b>Site Finance and Personnel Report from the 19<sup>th</sup> May 2022</b>	
6.1	ASA reported that the school continues to be in a strong financial position and has been able to set a budget for 2022-23. In addition a number of projects to improve and maintain the site were also agreed.	
6.2	<p>The committee made the following decisions on behalf of the governing body: -</p> <ul style="list-style-type: none"> <li>• To <b>APPROVE</b> the SFVS return</li> <li>• To continue to use the Escape Charity for tutoring</li> <li>• To carry out a comparison of the value for money of the service offered by the Escape Charity against other providers.</li> <li>• To <b>SIGN OFF</b> the closing balance for 2021-22</li> <li>• To <b>NOTE</b> the budget allocation for 2022-23</li> <li>• To <b>APPROVE</b> the profiled budget for 2022-23</li> <li>• To <b>APPROVE</b> the purchase of the Techsoft LaserCAM Star A2 +60W</li> <li>• To <b>AWARD</b> the contract for the Car Park Extension to Gardencraft</li> <li>• To <b>APPROVE</b> the Site Development Plan</li> <li>• To <b>APPROVE</b> the following policies: <ul style="list-style-type: none"> <li>Early Career Teacher Induction Policy</li> <li>CCTV Policy</li> <li>Supporting Children with Medical Conditions</li> <li>Children with health needs that cannot attend school..</li> <li>Health and Safety Policy Statement..</li> <li>Health and Safety Policy.</li> </ul> </li> </ul> <p>Governors <b>RATIFIED</b> the decisions made by the committee</p>	
6.3	New Science Block – this has now been written into the Haringey Council master plan. This will mean that the project will probably take longer to complete than originally anticipated as its implementation will be in the hands of the council rather than the school. A financial contribution may still have to come from the school but exact information on funding is not yet known.	
6.4	<p>Projects to be carried out over the summer holidays are:-</p> <ul style="list-style-type: none"> <li>• Refurbishment of the Food Technology Rooms – install air conditioning, replace units.</li> <li>• Refurbishment of Toilet areas in Sports Centre.</li> </ul>	
6.5	Governors discussed future levels of funding. There will be no additional Y7 class in September as pupil numbers are falling across Haringey. This means that from September there will be an additional class in Y8, Y9, Y10 and Y11. From September 2023 pupil numbers could begin to fall.	

6.6	AST asked whether there was any contingency put aside for a higher than usual increase in teacher's salaries. THY replied that an increase of up to 5% had been built into the budget. AST also asked what experience there was regarding the impact of any possible strike action. THY replied that it had been a long time since there had been any significant industrial action.	
6.7	VOA asked whether any additional money had been built in to cover increased utility costs. –THY reported that electricity costs are profiled as remaining constant over the next five years in spite of significant price rises from April 2022. THY explained that this is because the school buys electricity via the LA contract. This has been agreed for the next five years and therefore will not increase during that period.	
<b>7</b>	<b>Update and Ratification of Policies</b>	
7.1	<u>General Examination Policies</u> - the policy was <b>AGREED</b> by the governing body	
7.2	<u>SEND Policy</u> - the policy was <b>AGREED</b> by the governing body	
7.3	<u>SEND Information Report</u> - the policy was <b>NOTED</b> by the governing body	
7.4	<u>Ethos &amp; Vision</u> - The policy was <b>AGREED</b> by the governing body	
<b>8</b>	<b>AOB</b>	
8.1	There was no other business	

***There were no Part 2 Confidential Items***

Chair \_\_\_\_\_ Date: \_\_\_\_\_

