



## GENERAL MINUTES

### Meeting of the **FULL GOVERNING BOARD**

Mon 13<sup>th</sup> June 2022

Google Meet

<b>GOVERNORS PRESENT</b>		
INITIALS	NAME	ROLE
CH	Mr C Howard	<i>Chair of the Full Governing Board</i>
EHT	Ms N Reid	<i>Executive Headteacher, New Wave Federation &amp; Thomas Fairchild School</i>
MT	Mr M Trahair	<i>Headteacher</i>
DY	Mr D Young	<i>Co-opted Governor</i>
DH	Ms D Henriques	<i>Co-opted Governor</i>
LL	Mr L Laverick	<i>LA Governor</i>
MN	Ms M Nasrallah	<i>Parent Governor</i>

<b>OTHER ATTENDEES PRESENT</b>		
INITIALS	NAME	ROLE
CLK	Mr D M Laird	<i>Clerk to Governors</i>
BUR	Mr I Fokerd	<i>Bursar</i>

<b>APOLOGIES</b>		
INITIALS	NAME	ROLE
OK	Ms O Koyuncu	<i>Parent Governor</i>

<b>ABSENT</b>

INITIALS	NAME	ROLE

**ACTION WORKSHEET**  
**13<sup>th</sup> JUNE 2022**

NO	AGENDA ITEM	ACTION	Responsible PERSON	STATUS
<b>GB1</b>				

**LEGEND**

**Green** – Completed

**Red** – Pending (URGENT)

**Black** – Pending (NOT URGENT)

# RECORD OF MEETING

## **1. Opening Formalities**

### **1.1 Welcome**

The Chair of the Governing Board convened the spring term meeting of the Thomas Fairchild Community School (in partnership with New Wave Federation) Governing Board. The meeting started at 5pm.

### **1.2 Apologies & Absence**

As recorded above.

### **1.3 Declarations of Interests**

No declarations recorded and no changes to existing written declarations.

### **1.4 Notification of any other Business not on Agenda**

None tabled

## **2. Headteacher's Report**

The Board reviewed and extensively discussed the report from the Headteacher on the following areas:

[School Context & Pupil Progress Update](#)

[SATs Update](#)

[Catch-up Provision](#)

[SIP Visits](#)

[Safeguarding & Education Welfare](#)

During his submission, the following was highlighted or otherwise reported to Govs:

- Teachers continue to be good or better across the school, which was verified by the SIP visit in the spring terms,
- Teachers in the performance management cycle continue to be supported by leaders to meet their appraisal targets by the end of the year.
  - A recent review of KS2 reading, which included colleagues from other federation schools, identified numerous strengths in the provision. Next steps were also identified to drive further developments and improvements.
- Our next early reading (RWI) review will be held on the 16th June. Our reading leader will work alongside an external reading consultant to coach staff, monitor interventions, and develop an action plan to further develop practice.
- The continual federation review and revision of the history and geography medium term planning has allowed us to deliver a curriculum that is challenging and engaging for our pupils. The rich connections that pupils are increasingly making across disciplines will continue to be built upon as we plan for the new academic year. The children have also benefited from a significant investment in trips and enrichment activities in order to create memorable learning experiences.
- Pupils demonstrate excellent behaviour. The focus on kindness this academic year has helped many children understand their role in demonstrating empathy and understanding to one another.
- In the summer term children in Y1-Y6 will complete standardised assessments (PUMA and PiRA tests) which will shape the priorities for pupil improvement. Leaders will use this data to inform their review of the school development plan and to share priorities with staff.
- The school has completed three wellbeing surveys for staff and drafted a well-being action plan to meet the identified needs. This was shared with colleagues who then provided feedback and further amendments. Colleagues have reported that the school's focus on this area has helped them to develop a healthier work life balance. SATs Update
- Year 6 successfully completed all SATs papers in May, and these have been posted for marking. We will receive our results on 5th July.
- Year 2 pupils completed their KS1 SATs papers at the end of May. These have been marked internally to inform teacher assessment judgements. These judgements will be validated during a KS1 moderation visit from the local authority on 20th June.
- Year 6 successfully completed all SATs papers in May. Year 2 pupils completed their KS1 SATs papers at the end of May. Pupils not on track to meet end of year expectations continue to be prioritised for morning boosters and interventions throughout the day.

- Safeguarding continues to be a big priority for the school. Many families are increasingly affected by the cost-of living crisis and other pressures, so communications with social workers, requests for advice and meetings with families are a frequent part of the school day. Regular refresher training for staff provides the team with the opportunities to reflect in their own practices and improve them. This academic year there has been no additional children or families in need of early help support. 18 pupils have been referred to Hackney Education's MASH Team.

*There were no questions from gov's.*

**Govs thanked the Headteacher for his detailed report.**

## **2a. School Improvement Plan (SIP) & Self-Evaluation (SEF)**

The Headteacher advised that there is no change to the SEF. It was noted that the school has worked on improving the curriculum offer to ensure that children progress. Based on feedback from staff and pupils the school was revising some of the medium-term plans including a change in the way the school assesses. Govs were informed that the school will be focussing on PSHE with a particularly on RSE which will be refined throughout the year. Families are supported through parent sessions to understand the risks of their children's online lives and how the school can support them if issues occur. Senior leaders will embed the systems and processes that monitor pupil performance; as a result, all leaders will confidently discuss strengths within their subject and can say what they are doing to tackle areas for development.

**Q. Is there a medium-term plan for safety online?**

**A.** It is part of the computing and PSHE curriculum and age appropriate.

## **2b. Executive Headteacher's Report**

The Board reviewed and extensively discussed the report from the Executive Headteacher on the following areas:

[Pupil Roll](#)  
[Attendance & Exclusions](#)  
[Premises – Fire drills, accidents](#)  
[Personnel & Staffing Update](#)  
[Key Priorities for 2022/23](#)

During her submission, the following was highlighted or otherwise reported to Govs:

- Pupil numbers recorded as **237**
- Attendance reported as 93.41% with 4.87 (authorised absence) and 1.72% (unauthorised absence) ▪

No exclusions

- Fire drills carried out on 30<sup>th</sup> March 2022 (2pm) and recorded at 2mins 20 secs for full evacuation ▪

Accident reported for female teaching assistant (fuller details set out in EH's Report)

- Full personnel and staffing update set out in Executive Headteacher's Report on matters relating to – staff wellbeing, new Headteacher's appointment, resignations and recruitment, establishment of new SLT structure in consultation with HR & Hackney Finance, Employment Tribunal case and settlement agreement.
- Full premises and buildings update set out in Executive Headteacher's Report on matters relating to – cleaning contract, health & safety matters, catering contract, nursery playground and gas bill

*Priorities for 2022/23*

The Executive Headteacher updated the Board on the key priorities for 2022/23, which were reported as:

1. To ensure that pupils consistently demonstrate exceptional behaviour and attitudes and make a positive contribution to the life of the school.
2. To ensure that pupils in the EYFS make a strong start in all areas of learning and vulnerable learners are quickly identified and supported appropriately.
3. To ensure that teaching and learning is of the highest quality, incorporating metacognitive strategies across the curriculum.
4. To enable all pupils to make exceptional progress in mathematics and early reading to secure the end of year expectations across the school.

5. To ensure learning for those pupils with special educational needs are effectively being met with gaps being closed efficiently.
6. To ensure that all staff are confident implementing the curriculum with secure subject knowledge so that pupils' learning is consistently well-sequenced, and they make good progress.

### **3. Policy Review**

There were no policies to review or approve.

## **4. Minutes –Governing Board Meeting (21<sup>st</sup> Mar 2022)**

### ***4.1 Corrections***

None recorded

### ***4.2 Approval of Minutes***

The minutes of the Governing Board meeting held on 21<sup>st</sup> Mar 2022 was approved as the true and accurate record of the meeting.

***4.3 Matters Arising from Minutes of the Gov Board Meeting held on 21<sup>st</sup> Mar 2022*** All items reported as completed or marked as c/f for future meetings. No other matters arising from previous minutes.

## **5. Governing Board Business**

### ***5.1 Clerk's Statutory and Governance Update***

There was nothing to report on this item.

### ***5.2 Governing Board Membership & Recruitment***

The Chair will communicate with the parent governors to ascertain reasons for non-attendance.

### ***5.3 Report from Committees & Gov Monitoring Visits***

The Board received summary reports from the Chairs of the respective Committees and Link Govs:

#### ***5.3.1 Resource Committee***

It was acknowledged that it is difficult creating a budget that can reliably meet the deficit plan and the school needs to look at fund raising opportunities.

#### ***5.3.2 Teaching & Learning Committee***

Govs noted that a report with focus on SEND was submitted.

#### ***5.3.3 Safeguarding***

The Link Gov for Safeguarding reported that she had carried out a safeguarding monitoring visit. It was noted that:

1. Staff are working well together; pupils' behaviour was exemplary, and the environment was calm. 2. The love of reading was evident across the school.
3. School council feedback was positive noting that behaviour has improved, the interesting parts of their learning and that they want to extend reading.
4. The pupils were confident whilst speaking to governors.

### ***5.4 Governors' Training Updates***

No training has taken place since the last meeting.

### ***5.5 Chair's Actions and Correspondence***

There was nothing to report.

## **6. Any other Business**

No other business for discussion.

**Meeting ends at 6.55pm**

Approved for (and on behalf of) the **GOVERNING BOARD**

\_\_\_\_\_ *Chair of Full Governing Board*  
*Date (or Chair*