



## **LONDON BOROUGH OF REDBRIDGE**

### **REDRIDGE PRIMARY SCHOOL**

**Minutes of the Governing Body Meeting  
held by 'Zoom' video-conference on 24 June 2021**

#### **PRESENT:**

	Mr D. Backhouse – Chair
Ms T. Ahmed	Mr S. Davies (HT)
Ms D. Borien	Mr Z. Furreedan
Ms K. Cornwall	Mr S. Ghosh
Mr R. Chatterjee	Mr M O'Connor
Mr Y. Din	

#### **ALSO IN ATTENDANCE:**

Mrs M Morgan	Clerk, HGS
Ms K. Southall	Deputy Headteacher
Ms R. Targett-Adams	Deputy Headteacher
Miss A. Shah*	Vice Chair, School Council
Master A. Wan*	Chair, School Council
Ms A. Saunders	Observer

\*for part of the meeting

#### **1. APOLOGIES FOR ABSENCE**

The Chair welcomed all to the meeting. Ms A Saunders, Year 3 Lead, who had been invited to observe the meeting in her capacity as prospective Chair at another school within the borough. The absences of K Mushtaq and E Saigol were noted.

#### **2. SCHOOL COUNCIL**

The Chair welcomed both the Chair and the Vice Chair of the School Council and invited them to share their thoughts and experience of the past year.

Experiences of learning at home:

- Lockdown had brought some positives such as the new experience of learning at home and not having to wear school uniform! Teachers had been supportive and had still been able to give advice and guidance despite being remote. Learning from home had also made supported pupils to be more independent as the teacher was not always there to answer questions.
- Challenges included missing friends and home life distractions, especially when parents were also working from home.

Reflections on returning to school:

- Being back with friends and teachers was by far the most positive aspect of returning to school.
- The transition back to the normal routine was at times difficult, especially when not used to having such a strict timetable.

Thoughts on how the school could continue to benefit from technology used during lockdown:

- Using 'Google Classroom' to submit homework; feedback received from teachers via this platform was really effective.
- Presentations could be uploaded prior to the lesson to enable pupils to read in advance.

The Chair thanked A Wan and A Shah for their feedback and wished both well in their transition to secondary school in September.

*A Shah and A Wan left the meeting at 7.15pm.*

### **3. DECLARATION OF INTERESTS**

There were no new declaration of interests made.

### **4. RELATIONSHIPS, SEX AND HEALTH EDUCATION (RSHE)**

Governors noted that the closing date for parent and carer responses to the Consultation via 'Google Forms' closed on Friday 18 June.

R Targett-Adams shared a PowerPoint presentation with Governors to explain the context as to why the new statutory guidance had been published and what actions the school had taken as a result. A copy of the presentation would be uploaded onto GovernorHub.

**ACTION: R Targett-Adams / HGS**

R Targett-Adams explained that the RSE (Relationships and Sex Education) Curriculum was compulsory. However, there were elements that were non-statutory and therefore the school was in the process of consulting parents and carers regarding this. There had been delays in the process as the school had to wait for the Local Authority to complete their consultation with a number of different stakeholder groups which had also been delayed due to COVID.

Governors were advised that although the new curriculum had to be in place from September 2021, the actual teaching did not need to start then and could be planned to take place throughout the year. To provide further context, R Targett-Adams explained that the RSE curriculum would take up approximately just 4 hours of teaching time across an academic year.

It was acknowledged that there had been significant media interest around RSE and that within LBR there had been concerns shared. However, it was hoped that through the sharing of information and consultation any misconceptions could be addressed.

The Headteacher advised that the school had taken the decision to merge PSHE with RSE to create PSHRE (Personal, Social, Health and Relationships Education).

Reassurance was given to Governors that training sessions had been held with staff where any concerns about how to teach RSE were discussed. Staff had also been asked for their feedback on what they would like to deliver. Pupil and parent surveys had also been sent out; results would be shared once collated.

In terms of next steps, there would be a further consultation meeting for parents and carers in the week commencing Monday 28<sup>th</sup> June 2021. The proposed syllabus would then be presented to Governors for ratification at an Extra-Ordinary Meeting on Thursday 8<sup>th</sup> July 2021.

The Chair invited Governors to ask any questions.

Clarification was sought as to whether the Governor ratification in July was solely with regards to the non-statutory elements of the syllabus. R Targett-Adams responded that although the syllabus would be shared with Governors their approval was required for the policy only.

Concern was expressed that the syllabus included some elements of non-statutory topics. R Targett-Adams explained that the Local Authority had undertaken extensive consultation with a number of faith groups (alongside other stakeholders) to draw up a suggested syllabus that would meet the needs of the community. The school had then held their own consultation with the school's parents and carers to understand if further changes were being requested. It was agreed that the school would seek to get confirmation from the Local Authority regarding which groups had formed part of their consultation.

A governor questioned if the parent information meetings (to share resources) would be taking place prior to or after the Governors' ratification of the policy. Governors were advised that parents had already had the opportunity to share their feedback. However, the school would still consider concerns/suggestions shared at these meetings before bringing the final version to Governors on 8 July. Once ratification of the policy had been given, the final version would be shared with parents and carers.

Information was sought about the process that needed to be followed to opt out of certain aspects of the non-statutory syllabus. It was noted that the process would be clearly defined within the policy; there was only 1 optional element of the sex education lessons and that was titled 'how babies are made.' R Targett-

Adams reiterated that this element of the syllabus had always been optional and therefore this was no change.

Parents and carers would be invited to an information evening 2 - 3 weeks prior to that particular lesson; parents who wish for their child to opt out would be invited to meet with a staff member to discuss it. K Southall added that although the parent's wishes would be respected, the school could not ensure that the lesson was not discussed in the playground.

Acknowledging that this was an emotive subject, a Governor questioned what the school was doing to ensure that discussions and communication between the school and parents and carers remained respectful. R Targett-Adams reiterated that the school had been upfront and transparent about what syllabus they were proposing and that challenging conversations had been welcomed in order to reassure concerns.

The Headteacher thanked R Targett-Adams and the PSHE Coordinator, in particular, for the significant work that had been put into this whole process.

## **5. MEMBERSHIP**

### **5.1. Governors received and noted the Constitution list.**

S Ghosh reported that he would be resigning from the Governing Body at the end of the academic year. He explained that on joining the Governing Body, the aim was to gain greater stability within the school and he was confident, under the Headteacher's leadership and the support of Governors, that this had been achieved. S Ghosh also added that there would be a number of Governors' terms of office come to an end in 2022 and, therefore, it would be beneficial to stagger this.

R Chatterjee explained that he would be moving out of the area and, therefore, would also be resigning from the Governing Body at the end of the academic year. He suggested that Governors could use this opportunity of having vacancies to create even more diversity within the Governing Body.

The Chair expressed his thanks to S Ghosh and R Chatterjee for their contribution to the Governing Body and their support to the school as parents. This was echoed by the Headteacher who explained that they had not only been a strength to the Governing Body but had also provided practical and technical support to the school and its activities.

### **5.2. The Chair reported that required skills would be identified from the complete skills audit prior to recruiting for the Co-opted Governor vacancies.**

## **6. MINUTES AND MATTERS ARISING**

### **6.1. Governors received and approved the Minutes of the Ordinary Meeting held on 4 February 2021.**

6.2. Matters arising from the minutes from 4 February 2021 (not included elsewhere on the agenda, were as follows):

6.2.1. Skills Audit (Minute 3.4, refers): K Mushtaq had yet to complete the skills audit.

6.3. Governors received and approved the Minutes of the Extra-Ordinary Meeting held on 29 April 2021.

6.4. There were no matters arising from the minutes from 4 February 2021

## 7. **HEADTEACHER'S REPORT**

7.1. Key areas of discussion were as follows:

7.1.1. COVID update: 2 classes had been closed since the full reopening on 8 March due to positive cases; however, this compared favourably to other schools which had been more severely impacted. The focus now was on 'getting back at it'; to re-engage with a more normal school life (within the regulations required) and to drive forward school improvement at pace.

7.1.2. 'Temple of Consistency': The report detailed the 5 key areas that would be of constant focus which form the pillars of the school's 'Temple of Consistency:'

- Core curriculum pedagogy (Maths, Science and English)
- Creative curriculum
- Display and homework
- Parental engagement
- Planning and assessment

7.1.3. Leadership: The aim was to continue to develop the leadership teams (at subject, middle and senior level) in order to build capacity and secure succession planning.

7.1.4. Staffing: An update was given on staffing changes. The Headteacher reported that the school would be supporting 3 new ECTs (Early Careers Teachers) from September.

7.1.5. Playground and IT equipment update: New playground wall painting and markings had been paid for as a result of fundraising; it was hoped that even more funds would be raised to help create an amazing outdoor space for the pupils. Pupils had been consulted as to their preferences for play equipment.

With regards to IT equipment, a meeting was planned for the following week to discuss funds required to achieve the school's vision regarding technology.

7.2. There were no residential trips planned requiring approval.

7.3. Governors approved the following Inset days for 2021-22:

Wednesday 1 September 2021  
 Thursday 2 September 2021  
 Tuesday 4 January 2022  
 Tuesday 19 April 2022  
 Friday 1 July 2022

It was noted that local elections would be taking place on 5 May 2022.

The Chair thanked the Headteacher for his comprehensive report.

## **8. QUALITY IMPROVEMENT PLAN (QIP)**

Governors received the 'RAG' rated QIP 2020-21. The Headteacher advised that due to COVID some areas had had to be adjusted. An example was given with regards to greater depth writing; although most parents had engaged with remote learning, it required a teacher to be able to provide the deep level feedback required to progress a pupil to this level. The new 'get back at it' QIP for 2021-22 included therefore some elements of the current year's priorities that had not been achievable due to the restrictions of the pandemic.

The Headteacher, therefore, invited Governors to attend the QIP Inset session on 1 September 2021 where priorities would be shared and discussed, especially those directly relating to the role of Governors.

The Headteacher stressed, however, that some elements of the QIP had been successful; coaching was cited as a good example of how a successful coaching model could positively impact on pupils' learning and succession planning. The team had shown great flexibility in ensuring coaching sessions took place even if outside of the school day.

The refocus on reading was noted as a key priority for 2021-22; moving forward there would be non-negotiables set with regards to how reading and writing would be taught.

A further focus would be on supporting teachers to challenge those more able pupils more effectively. An outstanding school needs to demonstrate that teachers can support all groups.

A Governor highlighted that it was important to gauge the thoughts of the pupils as to how well they thought the school had supported them alongside the standard academic measurements.

A concluding message from the Headteacher was that although not all areas of the QIP had been achieved, staff should not feel that the school had not accomplished what it had set out to do. The Chair echoed this stating that the school had not used COVID as an excuse and that progress had continued to be made despite the pandemic.

## **9. ADDITIONAL RESOURCE PROVISION (ARP)**

Governors were given an update with regards to the potential ARP. Thoughts had been moved away from converting the swimming pool area to an ARP to using the virtually unused Children's Centre on the school's site. Discussions on demolishing the swimming pool are ongoing (as part of the £100K Capital

funding from the Local Authority) to create a sensory area to be used by those children in the ARP, nursery and Early Years.

The ARP would likely specialise in detachment and trauma in Early Years' children; the SENDCO is currently undertaking a year-long course on this area.

The Headteacher stressed that no decisions had been made and that an update would be brought to governors in the autumn term where more fixed plans could be shared.

## **10. SAFEGUARDING**

Governors received the Annual Safeguarding Report (June 2021)

A Governor questioned the 71 concerns raised about child welfare over an academic year and felt it was high. The Headteacher reported the use of CPOMS had been highlighted as a training need for more inexperienced staff which would be provided in September. The importance, however, of reporting any concerns was reiterated as 4 cases had resulted in a referral to Child Protection Services.

An explanation was provided to Governors regarding the various phases of child protection work.

## **11. SCHOOLS FINANCIAL VALUE STANDARD (SFVS) 2021**

Governors ratified the approval of the SFVS following the recommendation of T Ahmed and E Saigol, the Governor Champions for Finance.

## **12. EARLY YEARS FOUNDATION STAGE**

The Headteacher confirmed that the school was ready to comply with the changes to the Early Years Foundation Stage as part of the New Early Years Framework.

## **13. EARLY CAREERS TEACHERS (ECTs) FRAMEWORK**

Governors were given a brief explanation as to the main changes within the Early Careers Teachers' Framework which would replace the Newly Qualified teachers' (NQTs) programme from September 2021. Overall, the changes had been welcomed by schools as the new two years' programme provided a more robust and support programme for those new to teaching. The Headteacher advised that he was keen to support this investment in new teachers.

## **14. GOVERNOR CHAMPION REPORTS**

It was anticipated that Governors would be able to recommence on-site link visits from the Autumn Term.

## **15. REVIEW OF POLICIES**

15.1. Governors received and approved the following policies:

- Anti-Bullying

- Capability
- Charging and Remissions
- Data Protection
- Health, safety and Welfare
- Nursery Admissions
- Sickness Absence

- 15.2. Governors reviewed and approved the Finance Policy.
- 15.3. The Chair shared some concerns regarding elements of the LA’s revised Disciplinary Policy which had been fed back to the borough. It was agreed that Governors would approve the policy, recognising that a later version was expected to be presented for approval in the not too distant future.
- 15.4. Governors approved the Complaints Policy and Procedures which had been re-drafted to align with the DfE’s model policy.
- 15.5. Governors received and approved the LA’s Subject Access Request Handling Guidance and Procedure Policy

**16. GOVERNOR TRAINING**

The following training had taken place since the previous meeting:

- Chair – Redbridge Safeguarding on 12 May 2021
- Chair – Redbridge Educational Wellbeing Team (REWT) on 23<sup>rd</sup> June 2021

Both the Chair and Vice Chair had attended the LA’s Operational Director’s Briefing on 24<sup>th</sup> June 2021.

**17. DATES OF NEXT MEETING**

It was noted that there would be an Extra-Ordinary meeting of the Governing Body on Thursday 8<sup>th</sup> July 2021 at 7pm.

The next (Annual Meeting) of the Governing Body will be on 7 October 2021 at 7.00pm

**18. ANY OTHER BUSINESS**

There was no other business.

**19. CONFIDENTIALITY**

There were no items deemed as confidential.

The meeting closed at 7.50pm

**Chair**.....

**Date**.....

