

**THE GOVERNING BODY FOR FRIERN BARNET SCHOOL
MINUTES OF THE MEETING HELD AT THE SCHOOL ON
MONDAY, 21 MAY 2018**

MEMBERS:

CO-OPTED GOVERNORS

* Ms Ann Woodhall (Chair) (WLA)
Mr Ian Bretman (BNI)
* Councillor Barry Rawlings (RSB)
* Mr Trevor Renouf (RFT)
* Ms Niki Savva (SAN)

PARENT GOVERNORS

* Mr Martin Christie (CEM)
* Mrs Alison Felfeli (FIA)
* Ms Olga Glazer (GRO)
* Mr Nishad Gudhka (GAN)
* Ms Sonia Ghaznavi (GIS)
* Mrs Sangeeta Kerai (KIS)
Mrs Tracy Ward (WDT)

LA GOVERNOR

* Councillor Anne Hutton (Vice-Chair) (HNA)

STAFF GOVERNORS

* Mr Simon Horne (Head Teacher) (HES)
* Mr Jerry Arnull (ALJ)

* Denotes members present

NON-VOTING OBSERVERS PRESENT

Miss Angela Moore (Deputy Head Teacher) (MEA)
Mr James Robinson (Assistant Head Teacher) (RNJ)
Ms Pippa Fisher (Head of Creative Arts)
Miss Anna Christie (Deputy Head Student, Y10)
Miss Chloe Marlowe (Deputy Head Student, Y10)

IN ATTENDANCE

Mrs Jane Canavan – Clerk (CNJ)

A Woodhall

18/27 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the summer term meeting.

18/28 APPOINTMENT OF CO-OPTED GOVERNORS

Trevor Renouf's (RFT) term of office ends on 6 October 2018 (before the next full governors' meeting). The Governors **voted unanimously to CO-OPT RFT onto the governing body** for a term of four years, ending 6 October 2022.

Sonia Ghaznavi's (GIS) term of office as a parent governor ends on 6 October 2018 (before the next full governors' meeting). **FIA** said this would reduce the number of parent governors. **WLA** said they will need to hold an election for parent governors in September.

The Governors **voted unanimously to CO-OPT GIS onto the governing body** for a term of four years, ending 6 October 2022.

18/29 APOLOGIES FOR ABSENCE

Mr I Bretman , Mrs T Ward: accepted

18/30 DECLARATION OF PECUNIARY INTEREST

None.

18/31 STUDENT PARLIAMENT (SP) PRESENTATION

Jointly presented by Y10 Deputy Head Students Anna Christie (AC) and Chloe Marlow (CM)

The students gave an update of what the SP had done this year:

A second full SP meeting was held in March – ideas and requests emerged:

- Instead of going back to form tutor at the end of the day, hold PM registration at the end of P5;
- Have more engaging assemblies taken by external organisations/people
- Have a summer uniform (PE top and/or short-sleeve shirt and smart uniform shorts)
- Have different sized lockers
- Have more whole school events to raise money (Summer/winter fair, concerts, quiz nights, FBS got talent).
- Have more thumb print machines around school, to check food account balances
- Make homework more consistent in amount and in setting
- Teachers should have appropriate dress code and not use mobile phones in lessons
- Partition the urinals in the boys' toilets

These suggestions were fed back to Mr Horne & head students on 26-04-18.

Litter:

Suggested the bins be more attractive/noticeable; have recycling bins;

- Students on detention do litter picks
- Assemblies showing impact of litter/seagulls/rats
- Reduce packaging in canteen
- More non uniform days if litter issue improves

Outcomes

- A non uniform day was held just before the Easter holiday. Funds are going to an LGBT Charity and some funds to be held by the school for future projects
- Blazers must be worn inside school buildings and between lessons
- Parents were informed that the daily canteen allowance can be increased upon request (currently £3.50)

Student Voice

- Student Learning Consultants: three training sessions this year. Delivered starters and plenaries, involved in group work tasks in lessons. Supporting Y7 & Y8 in form time with numeracy and literacy activities.
- Digital Leaders: Attended journalism & coding at the Guardian newspaper. Attended workshop on using mobile devices in lessons. Project using VR in lessons. Using experience to add to their PiXL Edge.
- Anti Bullying Ambassadors: total 12, led by Chloe Marlow. Attended Diana Trust anti-bullying training. Meet half termly. Lunch time rota & wear yellow lanyards.
- Maths ambassadors: Y7, 8 & 9. Three training sessions completed. Held workshop for Holly Park pupils

Rest of the year:

- Interviewing for next year's senior parliament places: head and deputy students
- Last full SP meeting: 02-07-18.

The Chair thanked the students for their excellent presentation. She asked how many children the anti bullying ambassadors were seeing. CM said that children do come to them and if there is an issue they tell a teacher.

GAN said that SP is good at engaging pupils, he asked how they would engage parents. CM said that one of the suggestions was to run quiz nights – this might improve the relationship between students and teachers and teachers and parents. If parents get more involved, it might improve the way their children are learning.

HNA said the students seemed to come up with a lot of issues and she asked how the school was responding to them. HES said that they have to accept that some of the requests are going to be "no". He said he likes the idea of P5 registration, but they are not able to change the lockers. More thumb print machines are very expensive and probably will not be installed.

WLA said the students should continue to come up with ideas.

KIS asked the students if they had heard of complaints that students had been overcharged in the canteen. AC said there had been some at the beginning of the year. She said sometimes there is an item for a set price, but the item is not on their computer and you get charged for something else. **KIS** said her daughter was charged for two meals in one day.

WLA asked if this could be raised with the catering company. She thanked the students very much for coming to the meeting.

The Deputy Head students and RNJ left the meeting.

18/32 CREATIVE ARTS REVIEW OF THE YEAR – Pippa Fisher (FRP)

Curriculum:

- **Art** – KS3 being restructured to enable students to develop skills for KS4
KS4 – more focus on extended writing and projects adapted to facilitate decision making and problem-solving activities.
FRP said that art is now marked for writing and analysis as well as their practical work.
- **Dance**: at KS3 students learn skills and terminology to enable them at GCSE. Exam is now 60% practical and 40% theory (used to be 80/20). There is a lot of content to get through and the students struggle with timings, but some students have gone into the exceptional category.

AW

- **Drama:** KS3 schemes working well. Need to create an extensive portfolio of high quality theory work. Y11 have performed twice this year and Y10 have also done their first performance.
- **Music:** KS3 performing codes and making assessment mirror GCSE. More content to get through and some students are challenged by the subject specific vocabulary.
- **Next year:** want to bridge the gap between Y9 and GCSE.
- **Videos** created by students of High School Musical
- and dance performances. Some work being done at the Wallace Collection.
- **Dance Festival** – held on same day as Ofsted.
- Started **LAMDA** this year – everyone passed and some distinctions.
- Achieved **Artsmark Gold** again – lasts for two years.

WLA congratulated FRP and her faculty for all the performances. She said she was very impressed with the improvement in all areas, in particular the joy on the boys' faces when they dance.

GAN said there seems to be a general move to more theory and less practical in these subjects. Would this have an impact on the projects and does more time have to be spent in class? FRP said they devote one lesson a week to theory. The written part is such a large part of the exam. Even if they are really talented in performance, if they cannot write, they are not going to achieve the top grades and the children want those top grades. FRP said they are trying to mirror what they are doing in English. **WLA** asked if this has stopped some children taking those subjects. FRP said they still have a lot of students taking up an arts subject. She said they do tell the children about the theory element.

HNA said by contrast, the written element will help them with other subjects. **SAN** said that if the written element was introduced in Y7, the children might get used to it. FRP said they only have them for an hour a week up until Y9 and not all students take arts subjects for GCSE. They do have written tasks across their subjects. **SAN** asked how many students there were. FRP said there were 17 Dance Leaders. There were about 30 who auditioned for the arts award. The numbers have gone up this time but there is not the capacity to have too many students.

GAN asked what the earliest year was for LAMDA. FRP said they can start at any age. This year a couple of Y10s and Y11s auditioned.

CEM said he sees all this going on with his own daughter and she will sign up for 70% of that. They are under a lot of pressure. He asked if they ever looked at everything and considered it might be impacting on their GCSEs. FRP said they have a lot who come to school and want to do everything and may find it difficult to cope. If that is the case, FRP sees the Head of Year. Some want to do all the clubs. Sometimes they see performing arts teachers as more than teachers and they go to them and talk about not coping. It might not even have been to do with performing arts, but some use it as an escape. However, the staff are able to tell them when enough is enough.

WLA thanked FRP for coming in. She asked what the date was in June. FRP said it was 21st June. She wished the faculty good luck for next year and asked if the link to the latest ballet performance was available. FRP said she didn't have this yet, but would forward it when she received it.

18/32 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 2 January 2018 were **APPROVED**.

18/33 MATTERS ARISING

18/18 Parents' Evenings – Governor Representation

WLA asked if there was any feedback from parents. **RFT** said he had only received positive feedback on these evenings. **GRO** said she received positive feedback and one parent was very

positive about her boys' change in ambition. **RFT** said most parents seemed happy and they were impressed with the school's reports. **HES** said they don't send reports out early, they would prefer parents come to the school to receive their child's report. **GAN** asked what percentage of parents come to parents' evenings. **HES** said about 80%. He said Y10 is a problem and that was in the 70s.

18/22 Identifying Training Needs

Training took place following the budget ratification meeting. Notes were in the governors' pack.

18/23 Strategic Planning Meetings

The SP meeting scheduled for 30 April was cancelled.

18/34 MINUTES OF THE BUDGET RATIFICATION MEETING

The minutes of the Budget Ratification Meeting held on 27 March 2018 were **APPROVED**.

18/35 MATTERS ARISING

None.

18/36 REPORT OF THE HEAD TEACHER

The Head's report had been circulated previously.

HES said the Ofsted report was a fair reflection of what they said. He said the School Improvement Plan (SIP) will need to address Ofsted's findings and incorporate the bullet points in the report. **HES** said there was recognition of the new observation schedule and teachers are moving on. Pupil Premium - over 50% of the school's pupils are disadvantaged and nationally they struggle to raise attainment.

SEND pupils have underachieved – **HES** said the emphasis is to change the nature of support by employing two SEN teachers who will support pupils and also train staff.

Attendance – **HES** said this will continue to be an issue until the school reaches the national average. Punctuality is particularly bad in Y10.

HES said he was unhappy with the Ofsted report. **HES** said he told the inspector that students were performing with the English National Ballet and it was a shame that the inspector didn't see the performance. He said the school is not requiring improvement, nor in special measures and Ofsted should recognise all the different things that the school does. **HES** said Ofsted are more data driven. They tell us things we already know and we would want the inspection to be better than that. The inspector was surprised about the good behaviour of the children – he acknowledged that.

HNA asked if they would see more when they come in for a two-day inspection. **HES** said when they come in for the two-day inspection they will report on everything. They will have a lot of work to do and will be pressured to get things done. **RSB** said there is pressure on inspectors when they come into a school. They always look at the results – they are a results-driven industry.

HES said they may be removing the 'coasting' element, which looks at schools' performance over three years. They probably are keeping the floor standard, which the school is not below.

HES said the school is full in Y7 in September 2018 and there are children on the waiting list.

CEM asked if this was the first time that Y7 was full. **HES** said it wasn't full two years ago, but last year Y7 was full. **MEA** said that they are almost to capacity with current Y8. She added there is a lot of mobility in the school and some children move on.

18/37 OFSTED REPORT

WLA clarified that governors had received a copy of the report. **HES** said the report would be up on the Ofsted website on 22nd May.

WLA said that the parents' survey was raised with Ofsted. They investigated and found out of 90 respondents, 33 had come from the same computer. She said she has written to parents

pointing out that the survey has been discounted. **WLA** said the school has asked Ofsted to take the current survey down or amend it – as it is not accurate. **HES** said he will keep trying until they change the parental survey.

FIA asked if the school could put something on the school's website. There will be a few parents looking out for schools and they would often look at the website. **ALJ** asked how many parents read the newsletter. **GRO** said the link directs you to the website. **GAN** said when the newsletter goes on the website, you should be able to tell how many people have opened it. **ALJ** said it would be good for Ofsted to give more time for the questionnaire – some parents need extra help with it. Parents do seem largely positive at performing arts and sports events. **WLA** said they should think of ways of reaching parents faster.

18/38 PROPOSED DATES FOR GB & COMMITTEE MEETINGS 2018-19

WLA asked governors to note the dates. She said Committee Chairs would be reviewing topics for the year and they will be revised.

18/39 RATIFICATION OF POLICIES

The following policies had been through the F&R committee and were now presented for ratification:

Complaints

Code of Conduct

Directed Time

The governors agreed to **RATIFY** the policies.

18/40 REPORTS OF COMMITTEES

Minutes of committee meetings had been circulated previously:

Teaching and Learning: 15-08-18; 26-02-18

Student Inclusion: 22-01-18; 05-03-18

Finance and Resources: 16-01-18; 13-03-18

WLA reported they had a Chairs' Committee Meeting with the Head Teacher on 11 May when they discussed the draft Ofsted letter and the parental survey.

They also discussed a list of school policies, some of which can be removed. The list will come back to Chairs in September. Each Committee will have its list of policies and they will be fed into meetings at their due time.

18/41 FACULTY FEEDBACK

WLA said she met with Deborah Myer, Head of Careers. The school is going for reaccreditation in Investor in Careers. Stage 1 is on 23 May, where Barnet checks all the submissions. Stages 2 and 3, external assessors come into school (12 July) to see what the school is doing. They have to meet eight criteria.

Deborah ran an apprenticeship fair and every child involved met at least three people in apprenticeships to see how they worked. Y10 were involved in a university fair and also had a week's work experience. Y9 had a careers fair.

WLA said there are 700 people in the alumni. Deborah manages that and collects the names. Some ex students came in and gave an assembly for Y9 and some came in for the apprenticeship fair.

WLA praised the work of Deborah Myer.

HNA said she met with the Head of MFL. The borough has a link with Le Raincy, near Paris. She said they discussed forming a link. She said Le Raincy has a population of 17,000 and there is probably only one secondary school. **HNA** said pupils at Le Raincy are looking to correspond with English pupils and they thought this would involve 20 Y10 students linking with 20 students in Le Raincy. **ALJ** said when he was at school, they had a link with Le Raincy. **HNA** said it is only a small area and they have emailed schools across Barnet. **KIS** said this could be a good start for those taking French. **RSB**

suggested they could also look at a German school, which could link with history. There will be a lot about the centenary of the end of the First World War.

18/42 REPORT OF EDUCATION & SKILLS DIRECTOR – SUMMER TERM

WLA asked governors to note the contents.

GDPR

HES said Paula Donaldson, the school's Business Manager is going to visit Whitefield School and she will be given a copy of their job description for a Data Protection Officer. **WLA** said she had agreed to do this for the school. She said as long as the school is open and clear and they don't store anything beyond the given time, there should be no concerns. **GIS** said they will need to be aware of how explicit the data held is. It is important that data is removed in due time. The fines for non compliance will be huge. **GIS** said that safeguarding information will still be the same, but it is about how the data is held. She said people can withdraw consent and they can ask for their information to be deleted.

WLA said that you keep children's photographs (for legal reasons) and you should say where it will be stored until it is destroyed. **GAN** said one issue could be a disgruntled parent might ask about their child's data and what and where it is being stored. **WLA** said that employee data can be held for six years after they have left. She said she wasn't sure how long data for children should be held.

GIS said a problem for safeguarding teams is when they don't have consent they remove the information and then a week down the line they could come back. She said prior to GDPR they didn't need consent. A privacy policy notes the right to share information but it is not consent-based. There is a need to declare it in line with GDPR privacy policies. **RSB** agreed that people have to be very careful what they put on record.

WLA said they need to be careful about photographs on the website and to be clear to parents about how long data is being kept.

GAN said there is a link to the GDPR site which he will forward to the Chair.

iTrent HR & Payroll Services

WLA said the school is considering moving to iTrent next year for payroll. This is currently done very well in-house, but it is very time-consuming.

18/43 GOVERNOR TRAINING

Governors were asked to note the courses offered. Should they wish to attend any they should contact Business Manager, Paula Donaldson, or the Clerk, Jane Canavan, to arrange.

18/44 OPEN EVENING

Thursday, 27 September (5.30 – 8.30 pm). **WLA** asked governors to support this evening and meet prospective parents.

18/45 ANY OTHER BUSINESS

WLA said she had one item which she would like to move to **PART II**.

18/46 DATE OF NEXT MEETING

Monday, 8 October 2018, 6.30 pm

The Meeting moved to Part II