

ELEANOR PALMER PRIMARY SCHOOL

Minutes of the Full Governing Body Meeting Held on 30 September 2020

Apologies received:

Boris Telyatnikov

LB Camden

Parent

Charlie Condou
Flora Cornish
Christophe Frèrebeau
Rifca Le Dieu
Nanouche Umeadi

Staff

Kate Frod, Head teacher
Lacey Cousins – staff governor

Co-opted

Jennifer Allan – Chair of Governors
Shanti Fricker
Tim Peake
Matthew Lawrence

Associate members

Sally Hill
Natalie Stevenson
Rosie Thomson

Also present:

Tania Voaden, Clerk

The meeting was held via remote video conference.

1.00 There were no declarations of interest.

1.2 Corrections and matters arising

Correction on apologies received – there were none.

Item 7.00 – AOB. Nanouche Umeadi will join Curriculum Committee and not the Staffing Committee as minuted.

1.3 Actions

Item 2.4 Planning for September. The Head reported that initial thoughts around a whole school bubble had not transpired and that the school was operating in class bubbles. The risk assessment had been shared with committee and sent to Camden at the end of the summer term. No response had been received and there had been no changes to the risk assessment subsequently.

Item 5.2 Exploring how best to secure applications from the BAME community. This would be part of the School Development Plan (SDP) for the PPC and ongoing.

2.00 HEADTEACHER'S REPORT

The Head's report 30 September 2020 was shared with Governors in advance of the meeting.

2.1 Covid update.

The Head's report had provided an update on the impact of Covid operationally. The Head updated that two staff were awaiting tests, most likely colds, and that general infection levels in school were low due to repeated handwashing. She said that the term had started positively.

2.2 Curriculum Development, In Service Training and SDP

The Head said that the Inset days had a clear focus on decolonising the curriculum. The teachers had had the first of two staff meetings with The Black Curriculum organisation, which had been excellent and thought provoking. Nanouche Umeadi said that she had joined the meeting and that it had been very good to see the staff all together with such energy and commitment. She said she liked what The Black Curriculum were teaching and the style of the group work and discussions that were taking place. She said that the openness with which teachers were talking about race and their plans for teaching were very positive and that she was proud and excited to be a part of it these discussions and changes.

Rifca Le Dieu said that she could see evidence of change in how her children were learning about World War II. Nanouche Umeadi also commented positively on the Black Artists whole school art project. The Head said that a BAME pupil group of Year 5 and 6 children had been initiated. She noted that a parent was head of The Equalities Trust and on the selection committee for a new book '100 Black Britons' and would be coming into school to talk about it. The school was also welcoming a Guyanese storyteller into Juniors in the week ahead. Charlie Condou said that it was good to see that the school was embracing the need to review and change, and not moving on to the 'next thing'. The Head said that the school was aware of the need and the challenge to sustain. She noted that Acland Burghley and Eleanor Palmer were the two local schools who had initially engaged with The Black Curriculum, but that now Camden were making links. The Head and Sally Hill commented on how the staff were energised by the discussions and had been having important and challenging conversations.

Nanouche Umeadi told governors that she was talking with Keir Starmer's office to see how they were engaging.

2.3 The Head said that the partnership with South Hampstead School was going well. Two teachers were working in Juniors; one teaching Latin in Year 4 and the other teaching Spanish to Years 5 and 6 and French to Years 3 and 4. This was fully funded and the Head commented on the high quality of the teaching. The partnership was for one year. The Chair said that this was also very positive, as lack of modern foreign language (MFL) provision had been an area of parental feedback. Flora Cornish concurred that it had come up in previous parental surveys. Charlie Condou suggested a letter of thanks from the Governors at the end of term.

- **ACTION** Letter of thanks to the teachers and Head of South Hampstead at the end of term.

2.4 The Head said that she was delighted that Sally Hill and Rosie Thomson had joined the Getting Ahead London programme. This Challenge Partners funded programme supports aspiring teachers to gain the skills, experience, networks and knowledge to progress to headship. The Head had been a mentor for this programme and said that it provided an excellent opportunity to meet leaders in education, to work in triads and provide professional development.

2.5 Teaching School

The Head had provided a Teaching School update in her report, which notably informed governors that this year would be a 'wind down' year. The school will lose the Teaching School status in July 2021 and the £40,000 core grant will end. Schools eligible to continue would be contacted this week, but as previously disclosed, the school had narrowly missed out on eligibility in two data criteria. Eleanor Palmer would however continue to be a lead school for School Direct as this was a partnership with UCL that they were keen to continue.

On a positive note, the Head reported that the school had been approached by two secondary schools keen for Eleanor Palmer to work with them. The Head would be meeting with the West London Teaching School Alliance to explore further. The school would be unable to call itself a Teaching School, but would be able to work within other groups for NQT training and enrichment. Rifca Le Dieu asked whether this would bring income to the school. The Head responded that Camden Council commission the NQT programme and will continue to pay the school for this work.. The government has introduced an early career framework to replace the NQT programme from September 2021, which will be a two year programme run by one of four nationally appointed institutions. It is unclear at this stage to what extent Camden Learning will be able to tailor this. The Chair said that the West London Teaching School Alliance will want to assure the DFE that processes

were in place, and links with the former Teaching School and Camden would be very attractive to them.

The Head said reported that the new School Direct students had started, a cohort of 15 with 2 placed at Eleanor Palmer this term. The Chair commended the number of students recruited.

2.6 SDP

The Head presented the updated SDP, which had been shared and reviewed fully in committee. She reported that the Chair and Rosie Thomson had joined her for the annual standards meeting with Camden that day and it had been very positive.

The school improvement partner had suggested the possibility of SATS being cancelled, but the Chair responded that the Department of Education was very keen to keep these in place and maintain the motivation and momentum in schools to prepare for them.

Rifca Le Dieu challenged whether there was sufficient monitoring of the use of the science lab. Rosie Thomson said that every class was using every week.

- **ACTION** Add use of the Science Lab as standing item for Curriculum Committee
- **ACTION** Amend SPD dates to 2020-2021

The Chair said that the Curriculum Committee had been thinking a lot about Covid and managing teaching. She asked how other committees were factoring in. The PPC Committee is considering the impact on disadvantaged students, the Staffing Committee is looking at the pressure on staff and the Resources Committee is looking at the proportional responses on site and additional resources needed. The Head said that the school had not yet received money from the Government for Covid costs. She was keen that the SDP was not about a 'catch-up and recovery' curriculum and thought that children had responded very positively with the return to school.

Rifca Le Dieu asked about additional tuition. The Head said that she was hopeful that the school would get additional funding by half term and that that the school was keen to use known teachers to do 1:1 tuition. Two children had already started working with Angela after school. Year 6 pupil premium children have always had this additional support in the lead up to SATs.

Flora Cornish expressed concern about parental engagement with the restrictions in place and being unable to come onto site every day. She stressed the importance of a governor presence at Parents' Evening.

- **ACTION** Governors to contact Flora Cornish with availability for Parents' Evening. Done.

Flora Cornish asked how the PTA was managing and whether there were class reps in place. The Head said that there was no new PTA as no parents had come forward. The old PTA chairs had kindly stepped up and were trying to plan a set of remote community events. Class reps were in place. She acknowledged that it was challenging keeping a sense of togetherness. Charlie Condou suggested online Bingo, or something similar that all families can engage with online. The Head said that ideas were being explored and certainly that the success of the EP radio station was something everyone was keen to repeat at Christmas. It was noted that Parents' Evening would be face to face meetings on site.

The Head asked Governors for suggestions on special items in Governing Body meetings in the year ahead. One meeting was usually given over to reviewing Eleanor Palmer results, but given there was no national data this year, the same level of review and comparison would not be possible.

The Chair challenged how the school would ensure standards if there was no comparison data. The Head responded that the school had completed end of year assessments. She shared the Suffolk reading results, which profiled the school against the national picture. Year 6 and Year 1 data showed excellent progress. The Head said that the school staff were very aware of attainment and progress in class.

The Head noted that the profile of the school had changed with regard to gender, for a long period the number of boys outweighed the number of girls on roll. Girls now made up 57% of the school.

After discussion it was agreed that the November meeting would review school performance using existing data and assessments and looking at trends and patterns.

Rifca Le Dieu proposed that the January meeting looked at the impact of Covid 19 on the school from an objective and subjective perspective.

Rifca Le Dieu suggested that the May meeting reviews changes across the year. It was agreed that Rosie Thomson would present on work to decolonise the curriculum in May.

2.7 Special Needs

The Head had shared the profile of additional needs in her report. Rifca Le Dieu asked what ENG funding was in Year 6. Sally Hill explained that this was an Exceptional Needs Grant. This is a quick access funding for 3-4 terms and will support the child through to their first term of secondary school. Rifca Le Dieu challenged why ENG as opposed to EHCP. Sally Hill said that the plan with an ENG was that an intervention could be put in place and then the funding will cease. With an EHCP the funding continues. The Head said that in some cases children do not need ongoing funding and that the local authority is trying to introduce funding with more definite end points.

2.8 Extended Schools

The Head had shared attendance numbers for Club EP and Breakfast Club in her report. Club EP numbers were good and currently keeping afloat Breakfast Club which was running at a loss, no doubt due to changes in parental working patterns. The Head reported very little parental anxiety about the mixed year group attendance of both clubs.

2.9 Premises

The playground was re-tarmacked over the summer and Vicky Green is gathering quotes for rebuilding the infant tower. The school would also be engaging someone to 'deep clean' the lunch tables and chairs over a weekend.

2.10 Special Events

The Head reported that the 'Keeping it EP' extras were proving a struggle. So far in the plans were an immersive Greek workshop, a trip to a Roman Villa and a visit to Lauderdale House. Three classes would also be having a cross-country competition within class group. Rifca Le Dieu commented that children were happy to be in school with classmates and with a school routine in place. She suggested that the school could call on parent skills to add enrichment.

3.00 STAFFING COMMITTEE

Minutes dated 17 September were shared ahead of the meeting.

The Head reminded Governors that teaching assistant Janet Collins was also leaving after many years at the end of the school year and that her retirement must be marked.

Rifca Le Dieu said that the committee had reviewed the SDP. She and Shanti Fricker would be meeting with Stefan Palejowski to discuss how he was settling and supported as an NQT. Charlie Condou said that the committee would also be meeting with staff to discuss workload and Covid 19 impact.

Shanti Fricker said that she had a date to meet Vicky Green for a Safeguarding review and would update governors at the next meeting.

4.00 RESOURCES COMMITTEE

Minutes of meeting dated 10 September were shared in advance of the meeting.

Tim Peake noted that most of the committee discussion had been covered in the Head's report. The main premises cost will be the replacement of the infant climbing frame which has become unsafe. Quotes are being collated for this and the PTA will be asked to support funding. The committee are also working on the replacement of the Raveley St gates. These are now an entrance for half the school and are in poor repair. There have been exciting discussions about design for these gates which will also serve to commemorate the Head when she leaves the school at the end of the year. Tim Peake explained that design would be computer engraved and look like a giant mural. Longevity was of course also key. The PTA were very keen to support the project.

Rifca Le Dieu asked whether any new parents had signed up to support Keep it EP. Governors discussed having a presence of the campaign at Parents' Evenings.

- **ACTION** Christophe Frerebeau to check new supporters.

The Head that the committee should be very proud of the rolling programme of works. In her time as Head the school had heavily invested in the outside areas treating them as a learning resource and had maintained the classrooms well. There had also been good investment in IT.

- **ACTION** Resources Committee to share programme of works at next Governing Body meeting.

5.00 PPC COMMITTEE

Minutes dates 16 September were shared ahead of the meeting.

Flora Cornish said that much of the committee discussion had been covered in the meeting already. Decolonising the curriculum had been added to the SDP. BAME pupil groups were being set up for Year 5 and 6 and plans being worked on for a parent group as Covid restrictions allow.

There was an awareness that current restrictions make parent engagement more challenging.

Parents' Evening will be held in school with physical distancing as in the summer term. Sally Hill is starting to create a programme of Shed Talks over zoom.

Sally Hill is also meeting individually with all parents of children with SEN to review the Local Offer.

This has started and Sally reported that it had been time-consuming, but very worthwhile. It brought home how much the usual close contact with families coming into school for regular meetings was missed.

6.0 CURRICULUM COMMITTEE

Minutes dated 9 September were shared ahead of the meeting.

The Chair reported that the meeting had reviewed the impact of Covid on school operation and teaching and learning. They had discussed monitoring and the remote learning protocols.

The committee reviewed SDP plans to decolonise the curriculum and embed black history.

Other SDP priorities including early reading with emphasis on phonics and handwriting across the school.

Rifca Le Dieu asked for feedback on the parent survey on home learning. Lacey Cousins replied that there had been few respondents, that the feedback was generally positive and that the issues identified were known. Rifca Le Dieu challenged how the feedback would be used to prevent recurrence of known issues. Lacey Cousins said that the feedback shaped future response and that the school would upload 'how to' videos onto the website to support children and families. There was also consideration being given on how teachers best present to children, extending challenges and enabling all children to experience success. The school would look at incorporating short loom videos. The Head said that remote learning would not be about teaching new content.

ACTION Further promote parent survey on online learning to gain additional responses. Done. 88 responses in total.

7.00 AOB

The Governing Body discussed Headteacher recruitment at which point the Head, Natalie Stevenson, Sally Hill and Rosie Thomson left the meeting.

Recruitment minutes prepared as a separate document.