
St Cyprian's Greek Orthodox Primary Academy

Minutes of a Meeting of the Full Academy Trust Board

Date of meeting:	7.00pm, Wednesday 7 th April 2021	
Venue:	Zoom	
Present:	Mrs Angelina Adrien	(Deputy Headteacher)
	Mr Arthur Broadberry	(Chair)
	Ms Aredi Christou	(Vice-Chair)
	Ms Rianne Darko	
	Mrs Naghmana Gani	
	Ms Zoi Iliokaftou	
	Mr Elias Loizou	
	Mr Andrew Mantilas	
	Mr Christos Nestoros	
	Mrs Ehimwenma Osagiobare	
	Mr Adrian Prescod	(Vice-Chair)
	Mr Philip Prodromou	
	Mr Peter Tragoulis	
	Mrs Sophia Tsoukkas	
	Mr Christopher Vradis	(Headteacher)
In attendance:	Ric Euteneuer (Clerk)	
Absent:	His Eminence Archbishop Nikitas	

The meeting was quorate: **15** Governors present, **8** required. The meeting began at 19.05pm

1. PRAYER AND WELCOME

The Chair welcomed governors to meeting; The Headteacher led the governors in prayer.

2. APOLOGIES

His Eminence Archbishop Nikitas sent his apologies - these were **ACCEPTED**.

3. DECLARATIONS OF INTEREST AND CODE OF CONDUCT FOR 2020/2021

Declarations of pecuniary interest for Directors needs to be completed by governors who have not already done so – additionally; there is a requirement for declaration of pecuniary interest for items under discussion this evening. The Chair reminded governors that governors needed to complete the return mentioned above and sent to the Office, as well as the annual Code of Practice, which also needed to be signed and returned to Vicky at the same time. It was noted that Andrew Mantilas had not made a declaration about relatives working at the school. Andrew Mantilas to send to Clerk to send to the school.

(ACTION: AM/Any other governors who have not updated the DoI)

No declarations of interest in items under discussion at tonight's meeting were notified.

4. MINUTES OF THE MEETING HELD IN 9TH DECEMBER 2020

These were proposed, seconded and **AGREED** as accepted as a true and accurate record, and emailed to the Chair for the record without amendment **(ACTION: Clerk)**

5. MATTERS ARISING FROM PREVIOUS MINUTES OF THE MEETING HELD ON THE 9TH DECEMBER 2020

The Chair went through the action items from the last meeting

10. Nomination for Link Governor

Naghmana Gani has volunteered to take on the Safeguarding role.

11.1 Governor Duties

The Chair outlined the role(s) of governors in managing the strategic direction of the school

- To ensure safeguarding is assured. An annual report back is required for this
- To oversee educational outcomes – the Head’s report normally addresses this
- To ensure fiscal responsibility - to allow the school to spend money in the right place
- To keep the “business” of the school functioning – the academy is an organisation with a £2m turnover
- To provide a role as a “critical friend” to the school – to ask the right questions

11.3 Self Assessment Skills Matrix

Skills matrix had been compiled and sent out by the Chair – this will inform training and governor development going forward

12 Training undertaken

This should have been sent to Clerk once undertaken. There has not been a significant amount of training offered in the last academic year – this remains outstanding for existing and future training

(ACTION: All governors)

14. AOB

The school’s church visit is still outstanding – the Head is waiting for government guidance to allow this to occur. The school has provisionally booked a visit for the 4th July 2021 for Years 2 to Y6 (spaces limited by the capacity of the church)

6. HEADTEACHER’S UPDATE

The Head spoke to his report, which had previously been circulated, and highlighted the following items.

- Number on roll is 369 – some children have moved to Bromley since the report was sent to governors, but others have moved further afield outside London
- Pupil premium pupils are 17% of the roll
- FSM labelling has changed – there has been less income to the school as a consequence
- SEN – 24 children – one with EHCP. There are probably 3 or 4 more children who should have one (6% in total)
- Similar religious breakdown and EAL figures than the last report
- The school’s ethnic breakdown is Black African (33%), Black Caribbean (15%), Any Other White (19%), White British (8%) and Other (25%)
- Ramping up learning - The Head said that best way to “catch up” is good teaching
- The Head said that there had been a noticeable increase in the quality of teaching
- There had been some governor visits, which is to be welcomed
- The Head had remodelled Greek teaching to be 30 minutes, 4 times a week – “little and often” is seen as best practice
- There had also been “Greek Culture” lessons – Elias is leading on this – Hellenism and modern Greek culture – including the recent Bicentenary of Greek independence
- Family service on Saturday – to promote the school

- The school has been working hard on publicity and fundraising. Some of the things we have done are:
 - *Promotion to the Camberwell Greek School*
 - *Contact with the Secretary General for Public Diplomacy and Greek Abroad of the Ministry of Foreign Affairs with a view to enriching the Greek curriculum*
 - *Interview/presentation of the school at Hellenic TV*
 - *Meeting with Mr Stephen Alambritis to raise awareness of our fundraising aims, reaching out to important Greeks and Greek Cypriots to supporting the school*
 - *Having an established PR and Press team within the school*
 - *Liaising with the Greek community via Greek list and Greeks in London by Avgoustinos*
 - *Improving the school web site*
 - *New posters and leaflets for our school*
 - *Contacting Lomar Shipping Company for possible collaboration*
 - *Preparing an application to Onassis Foundation*
 - *Roadshow talk at the Greek Community School booked for 10th April.*
 - *Letter sent to local nurseries*
- Fire drill – the school did this un under 3 minutes
- Bids - We await the outcome of the Condition Improvement Fund (CIF) bid for the replacement of the boiler and fire alarm panel from Croydon
- A philanthropist has given the school €5000
- Whole school attendance to date: 96.7%, which is above the floor level and good in the circumstances
- Staff's CPD was listed – the Chair happy about this
- The school has set up a “Wellbeing club” for children and adults
- There had been no exclusions this term.
- As regards safeguarding – the number of children on CIN plan 2, Referrals to SPOC 0, Referrals from SPOC 1
- GDPR – there had been no data breaches this term
- Lettings had restarted to the following organisations
 - *Pasq Pappano*
 - *K&R Sports Academy*
 - *Angel Education*
 - *Sports & Physical Activity Team Croydon*
 - *Skillzuk*
 - *Greek Community School*
- There has been weekly collective worship led by Farther Christodoulos and Father Nephon. His Eminence has visited the school and met with the children. There have been a number of Dreamcatcher assemblies
- Farther Christodoulos has visited to meet the children and spoke to SLT about Easter collective worship.
- Educational visits have been banned under Covid rules but we hope the ban will be lifted soon -we plan to resume visits in the summer term permission allowing
- A number of Governors have visited the school
- The school still harbour hopes of Going to Corfu with Y6, and going to the Isle of White but awaiting government advice. The school are looking into going on the Y4 trip in June (the visit was cancelled in September)
- Sporting events - None due to Covid
- COVID - situation is being dealt with well by the school with the robust risk assessment being updated when new advice comes out. We have had 1 further class have to self-isolate but again this cases were caught out of school. There have been no cases this term

Q. *The Chair asked about the number of hours per day of online learning?*

A. *The Head said that it varied by year group - Reception had some “check in days”. Year 1 – Phonics, Story time, and Mathematics – this totalled 1.5 hours a day. Y2 had 3 hours per day, ad Years 3-6 had 3 hours per day plus story time*

Q *How will you measure teaching quality of the new curriculum come December 2021?*

A. *The Head said doing learning walks initially, but lockdown got in the way. It has been easier during this term. Teachers allowed to “take risks”. Formal observations after holidays. Joyce Lyddford to come from Croydon to validate the work the school is undertaking.*

Q. The Chair asked what outputs we would expect to see by September 2021?

A. The Head said there would be trips linked into the curriculum, children excited or enjoying learning, as well as more resilient and helpful independent children - less "directed learning"

Q. What is your view that we will get funding within time to do building work over summer holiday?

A. The Head said that this was an ambitious target - a variety of issues and hindering by lockdown may delay this, but it was a worthwhile target to work towards

Q. Do you expect the improved curriculum to influence improved attendance stats?

A. The Head said school above 95% - 96% presently is good in the circumstances. But he also agreed that children's attendance would improve with a more engaging curriculum

Q. A governor asked about measuring success of marketing?

A. The Head said that the same number of children this year as last year – around 40. The school would need around 55 children in reception to ensure net loss. The previous year's reception 40. The Head said a realistic ambition would be for a higher intake for September 2022.

Q. A governor asked about the uptake of 30 hours government funding?

A. The Deputy Head said there has been an increase of 2 pupils. The Head said there was a dynamic tension between promoting the nursery and courting other nurseries for pupils

Q. A governor asked about the national tutoring programme – some children are missing fundamental skills

A. The Head said the school have interventions in place – the school have an ambition to ensure that by Y6, children would be where they should be. The Head said that the NTP has been abandoned by some schools, schools have to cover 25% of the costs. Some schools were disappointed that the NTP is being delivered through private supply agencies.

Q. A governor asked whether the school was planning parent workshops?

A. Head said that a Maths workshop planned for "Singapore Maths", but others are possible

Q. A governor asked what actions are in place for teachers having difficulties?

A. The staff have an offer of support for Elias and Emma, and assistance with planning the curriculum. Team teaching and demo lessons are on offer. This informal support is ongoing.

Q. A governor asked about religious statistics – they didn't add up to 100%

A. The Head said there was an overlap – "Other Christian" includes other. The Head will amend
(Action: Head)

Q. A governor asked about directive teaching – how does this work with children who are shy?

A.. The Head explained how the system worked, and children put their hands up to ask questions rather than answer them. The Head explained that shy children tend to speak to their friends rather than the teacher. This encourages critical thinking. Head invited governors to visit the school to allay their fears if they had any doubts.

Q. A governor asked how did teachers encourage to ask questions?

A. The Head said this involved having a "growth mindset" and being confident, and encouraging children to do this. "Voice of the Child" will be in the School Improvement Plan (SIP). Hear an answer, explain to another child and get another children to comment.

Q. A governor asked about fundraising – how would the individual be led

A. Head said that the person could email pr@stcyprians.croydon.sch.uk and the head would be happy meet with anyone who wanted to donate. £150k would pay for everything. £106k for the entrance. Forest would be the focus of Crowdfunding £50k). If the company was private – 25% tax relief. The Head would be making a bid to the Onassis Foundation

Q. A governor asked if schools were allowed to "Crowdfund"?

A. The Head said this is indeed allowed, and, as the school is a charity, this reduces the cost.

Q. A governor asked if the school had approached the Leventis Foundation?

A. The Head said he would be approaching them just after the Easter holidays. They were involved in setting the school up and he felt it may be appropriate for them to help fund the updating of the school's infrastructure

7. COMMITTEE MEETINGS

These minutes had been previously circulated to governors.

i. Premises, Health & Safety Committee: The Committee Chair did walk round with Premises Manager, and will feedback issue identified to the Head

ii. Personnel & Pay: Nothing to report

iii. Education Committee: Item 7 – Teaching and Learning Policy – concerning a rewording of “Five Pillars of Learning”. The Chair of Governors said to the Chair of the Committee that the Head had agreed to the rewording

iv. Finance Committee: The Chair reported that the school finances were on track. There had been a number of virements – additional spend on textbooks and materials for “Singapore Mathematics”. This virements was recommended for governors’ approval, and after discussion, this was **AGREED**

8. REAPPOINTMENT OF BAXTER & CO AS SCHOOL AUDITORS

There was a discussion as to the delivery of the previous reports. A governor said that they felt Baxter’s represented good value for money. Governors **AGREED** to the reappointment.

9. SAFEGUARDING UPDATE

There are no serious issues, but there is an ongoing situation that the school are managing. There will be a formal report in July 2021 to Governors, which the Head will help Naghmana write.

(ACTION: Head/Naghmana)

10. GOVERNANCE

- Committee Membership – all governors previously in roles to carry on as previously. The Chair has spoken to new governors and has or will allocated them appropriate committee assignments
- The school is working on recruiting a Committee Clerk for the Committee meetings – Rianne Darko is taking the lead in this and will report back **(ACTION:RD/Chair)**
- Chair had sent round Skills Matrix and report – this outlined the Board’s strong and weak points. The need identified is for “Accountability and specialist knowledge” – Each governor received results showing their responses relative to other governors. Each governor received the FGB Core results (The core being aggregated theme results with highest and lowest scores discounted). The summary of the core scores for FGB, across four themes
 - Working Collaboratively 84%
 - Education & Strategic Leadership 63%
 - Financial knowledge 60%
 - Accountability Specialist knowledge 57%

A further analysis to be considered for governor training plan **(ACTION: Chair/AC/AP)**

11. GOVERNOR TRAINING - GROUP TRAINING SESSION & NEW GOVERNOR TRAINING

- Octavo “Welcome to Education Governance” sessions would be very good for the 5 new governors: These are scheduled for 26th May 2021, 8th June 2021, 17th June 2021
- Octavo Safeguarding for Governors training is scheduled for 12th May 2021 – 6pm
- The Chair thought that group training on Safeguarding and governor responsibilities would be appropriate in the Summer Term. The Head will speak to Octavo to see if this can be done in one session. **(Action: Head)**

12. ADMISSIONS

This had already been covered in the Head’s report

13. POLICIES

A number of policies had been sent to Governors by Vicky. The Chair requested governors to read these and comment before the July meeting, where they will be discussed and ratified, having gone through consideration at the appropriate Committee.

(Action: All Governors)

14. CONFIDENTIALITY

A confidential staffing item was discussed

Elias and Angelina left the meeting, as this was a staffing matter. With **13** governors, the meeting remained quorate.

15. DATES AND TIME OF THE NEXT FGB AND COMMITTEE MEETINGS

A full list of FGB and committee dates are given below. These were **NOTED**

This term’s dates

*12th May 2021 at 7pm
26th May 2021 at 7pm
23rd June 2021 at 7pm
6th July 2021 at 7pm
14th July 2020 at 7pm*

Committee/FGB

*Premises, Health & Safety
Personnel & Pay
Education
Finance
FGB*

Q. A governor asked if the meeting will be in school for July 2021 FGB?

A. The Chair said hopefully this would be the case, though this would be guided by the prevailing guidance in operation at that time.

16. ANY OTHER BUSINESS

The Chair had an item of confidential “any other business” (item 14).

17. CLOSING PRAYER

The Chair led governors in a closing prayer. The meeting closed at 10pm.



14.7.21