
St Cyprian's Greek Orthodox Primary Academy

Minutes of a Meeting of the Full Academy Trust Board

Date of meeting:	7.00pm, Wednesday 15 th September 2021	
Venue:	School Hall	
Present:	Mrs Angelina Adrien (<i>Deputy Headteacher</i>)	Mrs Sophia Tsoukkas
	Mr Arthur Broadberry (<i>Chair</i>)	Mr Andrew Mantilas
	Ms Rianne Darko	Ms Ehimwenma Osagiobare
	Mr Philip Prodromou	Mr Adrian Prescod (<i>Vice-Chair</i>)
	Mr Christopher Vradis (<i>Headteacher</i>)	Ms Zoi Iliokaftou
	Mr Peter Tragoulas	
In attendance:	Ric Euteneuer (<i>Clerk to Governors</i>)	
Absent:	Mr Christos Nestoros	His Eminence Archbishop Nikitas
	Ms Aredi Christou (<i>Vice-Chair</i>)	Mrs Naghmana Gani

The meeting was quorate: **11** Governors present, **8** required. 1 teacher governor vacancy

The meeting began at 19.10pm

1. PRAYER AND WELCOME

The Chair welcomed governors to meeting; The Headteacher led the governors in prayer. The Chair outlined the three core functions of the governors.

- *Strategic direction,*
- *Holding the Headteacher to account*
- *Overseeing spending at the school*

2. APOLOGIES AND ABSENCE

Apologies were received from Mr Christos Nestoros, His Eminence Archbishop Nikitas and Ms Aredi Christou (*Vice-Chair*), all due to work commitments - these were **ACCEPTED**. Apologies were also received from Mrs Naghmana Gani as her family were isolating. These apologies were also **ACCEPTED**.

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

No declarations of interest in items under discussion at tonight's meeting were notified. The Head circulated the code of conduct to be signed and returned to him – this was completed by governors present at the meeting and returned to the Head. The Annual Register of Pecuniary Interests was also circulated and was to be completed and returned to Vicky or the Head. There was a discussion as to a governor's work potentially bringing them to the school – the Chair was of the opinion that a declaration was best completed. (**ACTION: Governors not present at the meeting to sign**)

4. MINUTES OF THE MEETING HELD ON THE 14TH JULY 2021

These were proposed, seconded and **AGREED** as accepted as a true and accurate record, and emailed to the Chair for the record with the following amendments (**ACTION: Clerk**).

- Item 2 - Zoi said he had tendered her apologies. Clerk to check with VY (**ACTION: Clerk**)
- Item 10 - Governor training Records: Zoi, Andy, Rianne, and Nagmana had undertaken "Introduction to Governance training" – a record of training authorised attended to be received by Chair, rather than "Safeguarding training"

5. MATTERS ARISING FROM PREVIOUS MINUTES OF THE MEETING HELD ON THE 14TH JULY 2021

- Item 4 - Minutes amended – no further action needed
- Item 8 - Safeguarding – still outstanding – Chair to speak to Naghmana – the latter to speak to Angelina – lead officer (**ACTION: Chair/Naghmana**)
- Item 9 – Governance – the Chair said that governors need to keep working to the commitments they made in the previous two meetings – Head to address in report.
- Item 10 - Governor training – AB had spoken to the office

6. HEADTEACHER'S UPDATE

- Head said that teachers will receive an additional days' leave. School will move end of term 21st July 2022 – moving one day. Thursday 17th half term. Governors need to assent to this – this was **AGREED**.
- The Head spoke to His Eminence around the dates of Easter Holidays – discussions will continue. This is unlikely to be an issue for the next 2 years as Orthodox and Catholic Easter are much closer, but beyond that, times will vary.
- The Head gave a COVID update – the school are back to normal for start and finish times. The Head said that the act of Collective worship and singing was very good – the school had missed doing this.
- The Head would be meeting parents on the 22nd September 2021 – to ask for donations

Q. A governor asked about 9am meetings with parents? Could they be recorded?

A. Head said that he wanted the persona touch was needed, but slides could be sent, and consider 6pm meeting

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- The Head spoke about choice of vaccination – staff who have not been vaccinated are required to go home if someone is infected. Head has taken advice from their new HR partner “Judicium” – who said that they should paying staff only Statutory Sick Pay (SSP) if the scenario outlined above arose

Q. A governor asked about the legality of paying only SSP, as he had concerns about the legality of doing so?

A. The Head said he would investigate and take further advice on this issue

- Culture and Greek language teachers - Nicoleta from the Greek Embassy, and His Eminence were thanked for funding a post.
- Head said that the existing library will be turned into two offices, and a new PPA room provided
- The PTA were raising money to turn “Skopelos” into a Library/Classroom/meeting room
- The Head outlined staff recruitment and new class teachers – he had also successfully recruited Assistant Headteachers, and Phase Leaders for Early Years and Years 2 and 3, and outlined the new structure to governors
- The numbers on roll were 364 pupils – around 10 less than this time last year – but half the fall of previous year (20 pupils) – this reductio is still concerning
- An external “teaching and learning” review had been booked for September 29th 2021 – the Head says he is expecting a comfortable “good” rating
- The School development plan to be shared with Education Committee this term, and then would be brought to FGB in December 2021
- Financially, the school will be affected by the government’s proposed increase in National Insurance – this will need to be quantified and incorporated into the budget figures
- Staff governor recruitment – the deadline for expressions of interest is this week – the new recruit should be ready for Education Committee, and the FGB in December
- School is now “friends” with a Greek School
- A “Gala dinner” at the Camberwell Halls – 6th November 2021. Price likely to be around £40 each – to raise money for the school. Invitations to be sent

Q. A governor asked who initially approached them?

A. Head said they were approached by the office, but His Eminence intervened and negotiated a better price!

- The Head gave a presentation about providing a “world class education” to pupils at the school
 - *the 5 pillars of learning for life,*
 - *key skills needed – needs to be in every lesson*
 - *what do we want children to be at 18 – all these themes leading back to this*
 - *Securing an OFSTED “Outstanding” grade – whenever the inspection is by Easter*
 - *Outstanding SATS results*
- The school recently became liable for inspection, but is not expecting one this year

Q. A governor asked whether the website has been updated

A. The Head said that the plan is already on website and website has been updated already. The school has a Facebook and Instagram page. The Head also outlined what needs to be on website and what information is required to be provided on this

Q. A governor asked about nursery recruitment – how was the latter being promoted?

A. The Head said it was permanently open – Head said doing a big Facebook/Instagram promotion as well as flyers. Tours of the school are starting next week – these are very successful at recruiting parents and pupils

Q A governor suggested putting the nursery offer on the front page of the website?

A. The Head said that this was a good idea

Q. A governor asked whether teachers have bought into the new teaching methodology?

A. The Head said he’d seen clear examples that there had been a sea change in attitude from teaching staff and that it was yielding results

Q. A governor asked if he felt he had the right structure?

A. The Head said as regards teaching staff yes. Work continues on other areas of the school staffing structure to match the staff to the school needs

Q. A governor asked if we still had the same pamphlets as previously?

A. Head said planning to redesign when the existing pamphlets had been used up – the new ones would more closely match the existing promotional material

The Chair said that he had made contact with the C of E Area Dean (the Reverend Joyce Forbes), and was booking her in for a tour, when this becomes possible.

Governors thanked the Head for the report

7. FUNDRAISING

The Chair said governors to undertake actions agreed and updated at the previous 2 governing body meetings.

Q. A governor suggested we revisit the multi-cultural event previously mentioned, as Black History month was upcoming - an International evening.

A. The Head said that Naghmana had said she would support this – she would be contacted and asked if she wanted to lead on this.

8. COMMITTEE MEETINGS

Where available minutes will be circulated to governors, and Chairs of committees will be invited to comment on their respective committees.

Membership of individual committees was outlined and **AGREED**

- Education Committee: Christopher Vradis, Andrew Mantilas, Angelina Adrien, Aredi Christou – Chair, Arthur Broadberry, Ehimwenma Osagiobare, Naghmana Gani, Sophie Tsoukkas
- Premises, Health & Safety Committee: Christopher Vradis, Adrian Prescod – Chair, Arthur Broadberry, Aredi Christou, Ehimwenma Osagiobare, Philip Prodromou, Rianne Darko, Zoi Iliokaftou

- iii. Personnel & Pay Committee: Christopher Vradis, Angelina Adrien, Arthur Broadberry – *Chair*, Christos Nestoros, Naghmana Gani, Peter Tragoulias, Rianne Darko, Sophie Tsoukkas
- iv. Finance & Audit Committee: Christopher Vradis, Andrew Mantilas, Adrian Prescod Arthur Broadberry – *Chair*, Christos Nestoros, Peter Tragoulias – *Chair (Audit)*, Philip Prodromou, Zoi iliokaftou
- v. Admissions Committee: Angelina Adrien, Aredi Christou – *Chair*, Peter Tragoulias, Christos Nestoros

Dates previously circulated are up to date. Chair to send clerk the committee list – **ACTION:** Chair

9. SAFEGUARDING UPDATE

The Chair will speak with Naghmana and Angelina. Item 14 refers. **ACTION:** Chair

10. GOVERNANCE

- Recruitment of clerk for committees – Chair to speak with Rianne to recruit a clerk. Some assistance in this would be welcome.
- Governors' skill survey to be recirculated.
- Link governor roles outlined – this could be cut down. The Head felt that a maximum of 4 or 5 link roles was ideal. Roles identified were Safeguarding (Naghmana was presently the lead for this), Teaching and Learning, IT, and Premises (Adrian had volunteered for this). Chair to email governors to ascertain their willingness for roles identified. **ACTION:** Chair

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

Training on Octavo website. The Chair will attend the upcoming Chair's briefing.

12. ADMISSIONS

The Admissions Committee meeting scheduled for the middle of January 2022. The Head noted that tours by parents have very good chance of recruitment.

13. POLICIES

There were none to agree

14. KEEPING CHILDREN SAFE IN EDUCATION (PART 2).

The Chair circulated a paper to ensure governors had read this. Governors who were present signed the paper. Non-present governors would be sent the document and encouraged to do so. This was **AGREED** and signed by the Chair.

15. CONFIDENTIAL ITEMS

There was none

16. ANY OTHER BUSINESS

There was none

17. CLOSING PRAYER

The Chair led the governors in prayer

There being no other business, the meeting ended at 9pm.

DATES AND TIME OF THE NEXT FGB AND COMMITTEE MEETINGS FOR 2021/22

A full list of FGB and committee dates are given below.

6th October 2021 at 7pm	Premises, Health & Safety Committee
20th October 2021 at 7pm	Personnel & Pay Committee
2nd November 2021 at 7pm	Education Committee
17th November 2021 at 7pm	Finance Committee
7th December 2021 at 7pm	FGB
Mid-January 2022	Admissions Committee
20th January 2022 at 7pm	Education Committee
9th February 2022 at 7pm	Personnel & Pay Committee
3rd March 2022 at 7pm	Premises, Health & Safety Committee
16th March 2022 at 7pm	Finance Committee
5th April 2022 at 7pm	FGB
12th May 2022 at 7pm	Education Committee
25th May 2022 at 7pm	Personnel & Pay Committee
22nd June 2022 at 7pm	Premises, Health & Safety Committee
6th July 2022 at 7pm	Finance Committee
19th July 2022 at 7pm	FGB