

St Cyprian's Greek Orthodox Primary Academy

Meeting of the Education Committee

DRAFT Minutes of Meeting

Date of Meeting : 6.30 p.m., Wednesday 3 May 2023

Venue : Milan's Library, St Cyprian's Greek Orthodox Primary Academy

Mrs Angelina Adrien (AA)	Present
Mrs Aredi Christou (AC)	Present
Mrs Rianne Darko (RD)	Present
Mrs Naghmana Gani (NG)	Absent
Mr Andrew Mantilas (AM)	Present
Ms Nikoleta Tsiamas (NT)	Present
Mrs Sophie Tsoukkas (ST)	Present
Mr Christopher Vradis (CV)	Absent

In attendance :

Mary Rider (MR) : Clerk

1.	<p>WELCOME AND APOLOGIES</p> <p>RD welcomed everyone to the meeting. The meeting started at 6.40 p.m.</p> <p>Apologies for absence had been received from CV (sickness), which were accepted.</p> <p>Governors noted the absence of NG without apologies.</p> <p>The meeting was noted to be quorate.</p>
2.	<p>PRAYER</p> <p>RD led the Committee in the Lord's Prayer.</p>
3.	<p>CONFLICT OF INTEREST/PECUNIARY INTEREST DECLARATION</p> <p>There were no declarations of interest.</p> <p>Those present confirmed that the Register of Pecuniary Interest is correct.</p>
4.	<p>MINUTES OF LAST MEETING</p>

RD checked that everyone had seen a copy of the Minutes of the previous meeting and had read through them. Governors confirmed that they had.

The Minutes of the Education Committee held on 18 January 2023 were **AGREED** to be a true and accurate record of the meeting and were signed by the Chair of the Education Committee.

Actions:

AC to continue to arrange a meeting with the priest.

AC has spoken with Father George. He did express that he hadn't been at the school for a while and would like to be invited for Saint days or special occasions to speak with the pupils and hold a service. As this school is affiliated with the church of Saints Constantine and Helen, we should strengthen our connection with the church in Crystal Palace. He has expressed that he would like to become more involved.

Q : Is there any reason why he is not involved?

A : There is no reason, other than perhaps an overhang from Covid.

This is a great opportunity to reach out to Father George.

AC to book a meeting with AA to look through data.

Due to various issues at the school this meeting has not yet taken place. However, AC and AA have been working together.

Key outcomes and progress to date to be brought to Education Committee.

RD asked what has been outcome and progress of Singapore Maths? As CV was not present at the meeting, this matter was deferred. The Education Committee will continue to discuss the future of Singapore Maths and how effective it has been for children in school.

AA will send out this information after the meeting.

CV to send an email to AC who will forward on to all Governors regarding strike action.
This email was sent.

Q : How much notice do you get about which teachers are striking.

A : We get very little notice. Teachers have up to the day before to tell us whether they are striking. It depends on the individual teachers.

Q : When did you know who was striking.

A : The day the letter was sent out.

Q : How was it on Tuesday (strike day)?

A : It was fine, we had about seven classes in.

5.	<p>MATTERS ARISING</p> <p>There were no matters arising that were not covered by other items on the agenda.</p>
6.	<p>HEADTEACHER'S REPORT</p> <p>AA continues to step in as Acting Head due to CVs ongoing illness. AA had provided the Headteacher's Report which had been circulated prior to the meeting and the following was highlighted:</p> <p>Attendance is at 93.9%.</p> <p>There are 58/356 Pupil Premium students.</p> <p>There are 113/356 SEN students.</p> <p>There are 146/356 EAL students.</p> <p>Offers letters have been sent out for September 2023. Current intake is 36 in Reception and 13 in Nursery. Only five children have accepted a Nursery place. The deadline for acceptance was 2 May. Office staff will be contacting parents of children who have been offered a place. This number is very low. The highest the number there has ever been in the 20s.</p> <p>Q : Is it viable to keep the nursery going? A : We have had this discussion. However, there are admissions to the Nursery throughout the year and those who have accepted have children in school now.</p> <p>Q : If there are only five children confirmed in July, will you discuss viability? A : We will go ahead for September. We will assume children will come in throughout the year. We don't want to relocate staff and will continue to think about what we can do going forward.</p> <p>Governors suggested a date is set to reassess Nursery numbers, perhaps at the end of the month.</p> <p>ACTION : AA to update Governors by email during the first week back after half term regarding Nursery numbers.</p> <p>A : How many Nursery children in Reception? Q : We only have 36 children for Reception for September.</p> <p>Q : Did we have issues previously when we merged Reception and Nursery? A : No, numbers are low everywhere. Parents are not necessarily aware that Nursery and Reception are mixed.</p>

Q : In September, will you still have Reception and Nursery together or will you have Nursery on its own.

A : With 13 children, it is not worth moving Nursery back. We will not know until September how many children we will have in September.

QUALITY OF EDUCATION

Emma Hayward is back in school and teaching Year 6. It has been very helpful having her back in school.

The quality of education is not consistent due to a lack of strong teachers and high staff turnover.

Q : What are you doing to balance that off, are supply teachers coming in?

A : We have supply teachers in school and we are fully staffed. We are supply teacher heavy and have ECTs.

Q : Are any of the supply teachers at a standard where you would like them to stay?

A : To buy two supply teachers from the agency would cost over £12k.

Q : Would it not work out financially viable in the long run?

A : We have looked at it and carried out a comparison – agency v on school role.

RD informed Governors of a scheme called Teacher First. This involves six weeks of training in the summer, then teaching from September. They are put in the most challenging schools. St Cyprian's could meet the criteria as an inner London primary school. This would be a low cost for the school and it might be worth considering this as an option.

Q : With general recruitment, have you struggled to get permanent staff?

A : We have an advert with TES which has a closing date of 9 May. We have had about 9 applicants which is promising. Some are ECT. There are four we will call in for interview.

We are actively looking for teachers to replace supply.

Ms Sandburg will be returning from maternity leave. She was previously in Year 1 but will be covering Year 6.

Ms Maloney, who has been travelling, will be returning. She was in Reception, then in Year 5. She has worked as supply in Australia.

Two senior leaders continue to be on long term sick leave. One has a certificate that runs out on 20 May and the other on 9 June.

MONITORING

AA goes into classes daily to ensure teachers are adhering to timetables.

Workbook scrutiny has flagged up a few issues. AA has put a plan in place for the next steps with monitoring.

Q : Is this for all years?

A : Yes. It is across the school in all subject areas. Presentation is not good enough for us.

Q : Who are the subject leads?

A : Emma Hayward is subject lead for English, Geography and History.

Q : Now Emma Hayward is back in class, is she able to do that?

A : No, the priority is Year 6; Emma Hayward has not been able to carry out her leadership role.

Q : Is there scope for another teacher to take on this role.

A : Yes, AA has been in discussions. When Ms Sandburg and Ms Maloney return, as experienced teachers they could take on leadership roles.

ACTION : AA to update Governors on which teachers are taking on other subject leads.

We have looked at predications for summer. For early years we are looking at 67% to achieve a good level of development.

Q : Are these figures due to higher SEN numbers?

A : Yes, there are higher numbers in Reception. In one Reception class we have about five non-verbal boys.

26 out of 45 are redoing Phonics and we are hoping for 82%. For Year 1, 65% are expected to achieve a good level of development. We are embedding Read Write Ink.

Going forward, Governors requested a key for the abbreviations used. AA explained that EM is emerging, EXS+ is expected and GM is greater depth.

At KS1 SATs Reading is at 67%, Writing is at 60% and Maths is at 67%. The combined score is 65%. We are hoping this will be higher.

The issue is at KS2. We are struggling here and the results are not very good at all.

Q : It is very hard to correlate this with the numbers given previously.

A : This is more realistic. The previous data showed target tracker but this data shows where children have been doing papers. They are coming up very low. We have noticed that there are gaps in their maths.

Q : Is that related to Singapore Maths or to lockdown?

A : This is related to Singapore Maths. It was introduced during the summer term. Students had to work through books but progress was very slow.

Q : From a teacher's perspective, how do you find it?

A : Singapore Maths is now out of print so we cannot get any books. We have one more year of books left.

Q : If we weren't talking about it now, what would we be doing going forward?

A : It is felt that we should nip it in the bud now. AA has been having discussions about moving forward with staff and will feedback to Governors suggestions following those discussions. There are too many gaps in children's knowledge and too many topics not covered in books. Every Headteacher needs to present something new when they start at a school. Teachers should have had better, more in-depth training. For these years we didn't start well and we will have to move away. There needs to be a restructure of the whole curriculum. In all areas we are broadly 10% lower.

Q : Concerns were previously raised that some teachers may overinflate how their classes are performing. How accurate are those assessments?

A : The current assessments are more realistic.

Q : How is Phonics doing?

A : It is early days; it was only brought in in October. We expect to get more than 40%.

Q : Are you planning a restructure of Maths and English?

A : We will be relooking at the whole curriculum.

Q : Will you go back to what you did in the past or have a whole new curriculum?

A : There will be parts of both.

SAFEGUARDING

There have been no MASH referrals this term. There are a few open cases, usually due to DV. One child has been taken off role to be home educated and five children are on SGOs.

We continue to have visitors coming into school and special events.

Q : At the last meeting, Governors asked about how many children have left this term?

A : 31 children have left.

Q : A lot of the schools they are moved to are around the corner. Do we know why children have gone to a local school?

A : Year 1 parents were not happy with how Year 1 was running and the change of teachers. The child who went to David Livingstone came from that school and went back. The reason a child moved to St Joseph's is that their Modern Foreign Language is Portuguese which is the language the child's family speak.

Governors commented that it is sad to see 30+ children leave from September until now across the school. Hopefully, with the restructure of lead subjects and Nursery children coming into school we can start to rebuild the school's reputation.

AC recently saw the Saturday Greek School and discussed forging our communities together and talked about visiting the school to speak with parents about the children coming here.

Q : Do they have a Nursery?

A : They do have young children

One of the main obstacles is distance. Children are coming to the Greek School from all over London which would be difficult to facilitate on a day-by-day basis rather than just one day at the weekend. We could send out the mini-bus to pick them up.

Regarding trips, we want to avoid using public transport due to remaining concerns relating to Covid. We want to offer more trips to link with the curriculum, but the cost of coaches is very high. We want to take children to special places, but the cost is too high. We split the cost between the school and parents.

NT will look at funding to sponsor a school coach.

There is a scheme to take money from government to change the mini-bus.

After School Clubs were listed, together with the courses undertaken by staff throughout the year.

Q : Has the school trip to Norfolk been risk assessed?

A : It is going to be risk assessed in a couple of weeks' time.

Q : Have you chosen the teachers who are going?

A : Yes, Ms Walford will be going together with Ms Agyeman (Year 6 teacher) and Ms Eleni (a Year 6 TA).

Q : How many children are going?

A : 14.

Q : The Greek policy mentions the Greek coordinator. Who is the Greek coordinator?

A : TS has been helping in the role, liaising with the Embassy. We are trying to find a way to start fresh from September in the way Greek is taught and to motivate the children, and we will try to improve. We want to put children forward for the exam, offering a treat or reward to those children. We are trying to build a new culture around Greek tuition. From Year 2 we hope to have books from the Greek Government, with proper tuition.

Q : With the Greek School taking place here on Saturdays and on Fridays at Crystal Palace, we know they have a lot of teachers and rooms full of books. Can we reach out to them?

A : We would look to do that; they may donate books.

	<p>Q : Did you get feedback from the Greek visit?</p> <p>A : No. They were very happy during their visit, enjoying how the children were very engaged but we have not received anything in writing.</p> <p>Governors discussed a Graduation for Year 6, holding a fun day in school. There would be an opportunity for children to wear a gown and have photographs taken.</p> <p>Governors were asked if they had any further comments on the Headteacher's Report. There were none but Governors offered their thanks to AA for all of the hard work she is doing at this time, stepping into the role of Acting Headteacher.</p>
7.	<p>POLICIES</p> <ul style="list-style-type: none"> ○ Admission, Arrival and Collection Policy ○ After School Clubs Policy ○ Collective Worship Policy ○ Complaints Procedure ○ Early Years Policy ○ Exclusion Policy ○ Feedback and Marking Policy ○ Freedom of Information Policy ○ Greek (MFL) Policy ○ Handwriting and Presentation Policy ○ Home School Agreement Policy ○ Induction for New Admissions Policy ○ Internet Access Policy ○ Intimate Care Policy ○ Mobile Phone Policy ○ Pupil Premium Policy ○ Single Central Record ○ Speaking and Listening Policy ○ Teaching & Learning Policy ○ Visitors Policy ○ Whole School Food Policy ○ Wrap Around Care ○ Young Carers Policy <p>Governors had reviewed the policies prior to the meeting and made the following comments:</p> <p>Governors requested that any amendments to policies be clearly highlighted.</p> <p>Governors commented that quite a few acronyms are used. They asked if everything can be written out in full the first time it is used in a policy and then acronyms used throughout the rest of the document.</p> <p>Collective Worship</p> <p>Q : Page 2 mentions assembly structure. Is there an assembly every day?</p> <p>A : Yes, there should be.</p>

Q : Does this assembly structure still apply?

A : No, this is out of date and needs to be updated.

The policy cannot be signed off until these amendments are made.

Home School Agreement

On Page 1 under Our Mission Statement, there seems to be a word missing (The aim of is to provide ...). Should the name of the school be inserted here?

Page 3 refers to the Greenwich Safeguarding Children Partnership. Why doesn't this refer to Croydon? AA confirmed that this should be Croydon.

The policy cannot be signed off until these amendments are made.

Greek (MFL) Policy

Governors asked for the acronym MFL be written out in full.

On Page 1, point 3, item 3 reads, 'Greek is a language that – alongside with Latin – has offered a great deal to the formation and enrichment of other languages, including English. In this context, ...'. Governors asked for this to be removed and the sentence should start, 'We believe that the teaching of Greek ...'.

Page 2 refers to a trip to Cyprus. This should be changed to Greece or Cyprus.

The policy cannot be signed off until these amendments are made.

Induction for New Admissions

Governors asked for the acronyms on Page 4 be explained in full.

Pupil Premium

Q : Page 3 of the policy outlined the PPG grant from 2013/2014 up to 2020/2021 but nothing from 2021 onwards. Is there a reason why it stopped at 2021? Why does it need to be on there? This could be considered confidential information.

Q : AA will check whether this information needs to be included.

Speaking and Listening Policy

On Page 2, there is either a typo or a word is missing from the sentence, 'At St Cyprians we: Cover the Speaking, Listening, Group discussion and Drama objectives set out in the primary curriculum, teaching the ...'.

Q : Page 2 refers to class assemblies. Is there a timetable for the term? Parents received late notice for an assembly taking place later in the week. Please can we be given more notice about these assemblies?

A : The timetable is known in advance. We will arrange to send out the timetable early with a reminder nearer to the date.

The policy cannot be signed off until these amendments are made.

Teaching and Learning Policy

Governors thought it would be useful to hold back in signing off this policy, especially in terms of potential changes to the scheme of work in the school which will result in the policy needing to be updated.

Page 5 mentions the Forest School. Governors asked that references to the Forest School be removed from all policies (it is also referred to in the Pupil Premium Policy).

Q : Page 7 refers to TA provision. What is the TA provision at the moment? Does every class have a TA?

A : No, not all classes have a TA. We are low on the number of TAs. This has been caused by redundancies. We need to replace a TA who is going to retire on ill-health. We have to fill two TA roles.

In September we will have a child with significant needs who has been offered a place through Croydon.

Q : Will he get support?

A : We may get an additional £6k funding but the TA will end up becoming his 1:1 support. We have told Croydon that we are not the school for that child and they will not get 1:1 support. AA printed out a list of SEN schools for the child's parents and advised them what to do.

There is another child coming into Nursery who is tube-fed. Their mother would have to come in to school every hour to feed the child. If everything else functions and the mother is able to come in to feed the child, we will see how this works.

These are the children we are aware of; we won't know until September what needs the children coming in may have.

Q : How many TAs are there in Nursery and Reception?

A : There is one per class in Nursery and Reception?

Q : How can we reach out for additional funding for the challenging personalities in KS2?

A : We have to pay for a TA out of our budget. We either accept the children if we have the facilities to look after them or we have to think of the overall affect it has on other children who are being disrupted.

Q : Do we have part time TAs who want to become full time?

A : No. We have offered extra hours but there was no interest.

The Teaching and Learning Policy is to be reviewed and will not be signed off at this time.

Exclusion Policy

A confidential item was discussed.

Internet Access Policy

	<p>Q : What is the IT provision for the school? What do children have access to?</p> <p>A : There is a central storage point. It is timetabled when children can use IT equipment.</p> <p>Single Central Record</p> <p>Q : Is the Single Central Record up to date with staff changes?</p> <p>A : Yes, it is up to date.</p> <p>Governors were able to approve the remaining policies, which were signed by the Chair.</p>
8.	<p>ANY OTHER BUSINESS</p> <p>Q : AA is acting as Head in the absence of CV. We don't know when CV and Elias Loizou are coming back. Is anyone going to be Acting Deputy Head?</p> <p>A : No, this is not appropriate at this time. We have got in supply to allow days out of class for other subject leads.</p> <p>Q : AA was asked if she has the adequate support she needs?</p> <p>A : Yes, everyone has stepped up, looking at moving forward and bringing new ideas. We will all work together. There are a lot of challenges with Maths and English but there are real positives too.</p> <p>Governors again thanked AA for stepping in and taking on these challenges. They informed AA that Governors are here to support her.</p>
9.	<p>DATE OF NEXT MEETING</p> <p>The next meeting of the Education Committee is to be confirmed. It will take place in the Autumn Term.</p> <p>The Chair closed the meeting at 8.09 p.m., with the Lord's Prayer and thanked everyone for attending and for their contributions.</p>