



## Part A Minutes of the Meeting of the Full Governing Body Wednesday 20<sup>th</sup> 2023 at 7 p.m.

|                                  |                     |         |           |
|----------------------------------|---------------------|---------|-----------|
| Mr Gareth Thomas (GT)            | Acting Headteacher  | Present |           |
| Fr Christodoulos (FCC)           | Governor            |         | Apologies |
| Ms Aredi Christou (AC)           | Governor            | Present |           |
| Ms Rianne Darko (RD)             | Governor            | Present |           |
| Ms Naghmana Gani (NG)            | Governor            | Present |           |
| Ms Zoi Iliokaftou (ZI)           | Governor            |         | Apologies |
| Ms Carolyn Kellaris (CK) - Chair | Foundation Governor | Present |           |
| Mr Andrew Mantilas (AM)          | Governor            | Present |           |
| His Eminence Archbishop Nikitas  | Governor            |         | Absent    |
| Mr Adrian Prescod (AP)           | Governor            |         | Apologies |
| Mr Phillip Prodromou (PP)        | Governor            |         | Apologies |
| Mr Peter Tragoulias (PT)         | Governor            |         | Absent    |
| Ms Nikoleta Tsiamas (NT)         | Governor            | Present |           |
| Ms Sophia Tsoukkas (ST)          | Parent Governor     | Present |           |

### In attendance:

Mrs Jo Addison – Croydon Education Partnership Clerk

| Agenda Item | Description  | Action |
|-------------|--|--------|
| 1.          | <b>Prayer and Welcome</b><br>The Chair opened the meeting at 7.10 p.m. with a prayer and welcomed everyone present.  |        |
| 2.          | <b>Apologies</b><br>Apologies for absence had been received from FCC, PP, ZI and AP which were accepted.<br>PT and His Eminence Archbishop Nikitas were not present.<br>The meeting was agreed to be <b>quorate</b> .  |        |
| 3.          | <b>Matters for Governor's Attention</b><br>Governors were asked to complete and return the following documents as soon as possible:<br>Declaration of Pecuniary Interest<br>Code of Conduct<br>Governors were asked to confirm in writing that they had read KCSIE 2023. |        |
| 4.          | <b>Election of Chair</b><br>One nomination for the role of Chair had been received from CK.<br><b>DECISION: Governors unanimously agreed to appoint Carolyn Kellaris Chair of the Full Governing Board.</b>  |        |

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| 5. | <p><b>Election of Vice Chair</b></p> <p>One nomination for the role of Vice Chair had been received from AC.</p> <p><b>DECISION: Governors unanimously agreed to appoint Aredi Christou Vice Chair of the Full Governing Board.</b></p>  |  |
| 6. | <p><b>Minutes of the meetings held on 10<sup>th</sup> July 2023</b></p> <p>Governors noted that the minutes were incorrectly dated the 20<sup>th</sup> instead of the 10<sup>th</sup> July.</p> <p><b>DECISION: Governors AGREED that the Minutes of the meeting held on 10<sup>th</sup> July 2023 were a true and accurate record of the meeting subject to the above amendment.</b></p>  |  |
| 7. | <p><b>Matters Arising from Previous Minutes</b></p> <p>There were <b>no</b> matters arising.</p>   |  |
| 8. | <p><b>Head Teacher’s Report</b></p> <p>CK thanked ZI for filling the Vice Chair position on an interim basis. A lot of work was done which was not visible to all.</p> <p>Gareth Thomas was welcomed as interim Headteacher for two terms. Recruitment for a permanent Headteacher will begin soon.</p> <p>GT noted that he would address the key issues which he had noted during his first few weeks at the school.</p> <p><u>Admissions</u></p> <p>The pack included the numbers currently on roll. There has been a significant fall with 323 currently on roll which is the lowest for some time.</p> <p><i>Q: What is full capacity?</i></p> <p>A: Full capacity would be 480 with two forms in each year group and 30 in the Nursery.</p> <p>Higher up the school there are more, it is lower down the school where there are more spaces.</p> <p>Nursery and Reception are low and Year 1 and 2 a surprise.</p> <p>The school is trying to track where pupils have moved on to.</p> <p>The school is working on the basis that it will remain at 323 which will have an impact on the budget next year and the future of the school.</p> <p><u>Exclusions</u></p> <p>There have been no exclusions.</p> <p><u>Early Career Teachers</u></p> <p>There are four ECTs, two first and two second year who all need to be supported.</p> <p><u>Staff Joiners</u></p> <p>There have been five new staff since September, four teachers and one TA.</p> <p><u>Complaints</u></p> <p>There has been one complaint about parking received by email.</p> |  |

### Safeguarding

Data on the number of children with support in place was presented to governors.

### SEND

Data on SEND pupils was presented to governors.

There has been a rise in the number of SEND pupils and the provision from Croydon is not strong. The number of hours from the Educational Psychologist have been increased to ensure needs are identified early.

### Attendance

Attendance is low. The school have engaged with the Local Authority and there is DfE funding available to identify patterns and provide strategies to improve levels of attendance.

Some is a result of family holidays, but the school policy is not to issue fines, which might need to be reconsidered.

*Q: Have Governors discussed issuing fines before?*

A: Not really. There has been more flexibility due to the demographic.

As the level of attendance is now in the behaviour and safety judgment level this may need to be reconsidered. If pupils are not here, we cannot teach them. The figures will be reviewed for the next meeting.

*Q: Have the numbers improved since the start of the year?*

A: These figures are from the end of the year. This terms figures will be reviewed at the next meeting as this is normally done half termly.

There were changes in the term calendar which may have impacted on some families who had already booked time away, but they will not be penalised.

*Q: How would that work?*

A: Anyone who had booked time away before the dates were changed can write to me and discretionary approval for the absence can be granted.

### Pupil Outcomes

The data for EYFS, Phonics and SATs was presented.

Comparisons against National and predictions for the coming year will be included when they are confirmed.

The end of KS2 results were not great, and work will be done to understand what contributed to this.

Phonics results have been poor, but work has already gone in to improve these results which showed an increase on last year.

### Safeguarding

The school is compliant and there are weekly meetings with the Safeguarding team.

The number of cases on the system is low with strong signposting and a multi-agency approach.

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|           | <p>The Croydon model statutory policy has been adopted and will be updated with details of the new LADO.</p> <p>KCSIE 2023 included a focus on the filtering system in school so that when any flags are raised due to inappropriate searches etc. a record is kept. The school has the right level of filtering, it will be checked regularly, and appropriate documentation put in place.</p> <p>KCSIE 2023 also recommended that a wider internet search is carried out on individuals as part of the Safer Recruitment process.</p> <p><i>Q: Who is the Safeguarding Team?</i></p> <p>A: It was just AA, who is the Designated Safeguarding Lead (DSL), but there are now Deputy DSLs in each phase, SW a TA who leads the wrap around club, a DDSL to lead on PSCHE and the Headteacher.</p> <p>The PSCHE curriculum needs to be enhanced.</p> <p><i>The following item is reported in the Part B Confidential minutes</i></p> <p><i>Q: What can governors do to help?</i></p> <p>A: It would be useful to get up to date on the new framework and guidance. School visits should be carried out and a pro forma for visits completed.</p> <p><i>Q: Should there be link governors for specific subjects?</i></p> <p>A: Ideally there should be link governors for Safeguarding, Reading, English, Maths, Curriculum, SEND and Greek/Ethos.</p> <p>The Chair will look at allocating the link roles and asking governors to arrange visits this term.</p> <p><b>ACTION: CK to review Governor Link Roles</b></p> <p>The website has been reviewed by AM and it is a priority to ensure it is up to date.</p> <p><b>ACTION: AM, GT and VY to meet and review the updates required to the website.</b></p> | <p>1</p> <p>2</p> |
| <p>9.</p> | <p><b>Committee Meetings</b></p> <p>The Chair proposed amalgamation of the Committees so that there are:</p> <ul style="list-style-type: none"> <li>• Audit (this needs to remain separate)</li> <li>• Education</li> <li>• Finance and Resources.</li> </ul> <p>The Chairs of the Committees would be the Link for their committee areas. The overall number of meetings and commitment required would be reduced as well as lowering clerking costs.</p> <p>Governors noted there was a danger that meetings could become very long, but that this might force them to become more focussed and strategic.</p> <p>Governors would be asked which committees they would like to sit on, and each committee would need to elect a Chair and Vice Chair.</p>   |                   |

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|     | <p><b>DECISION: Governors AGREED to amalgamate the committees and their Terms of Reference.</b></p> <p><b>ACTION: CK to liaise with governors over committee membership.</b></p> <p>The revised meeting dates would be circulated by the Chair</p> <p><b>ACTION: CK to circulate revised meeting dates.</b></p>   | <p>3</p> <p>4</p> |
| 10. | <p><b>Governance</b></p> <p>A plan on how to organise Policies would be drawn up.</p> <p>Policies would be updated and circulated with tracked changes and a note of the amendments.</p> <p>Training is available through Croydon Education Partnership (Octavo) if the annual contract is agreed.</p> <p>Information on preparing for Ofsted can be found online and the handbook can be found here:<br/> <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/101121/school-inspection-handbook-for-september-2023.pdf">School inspection handbook for September 2023 - GOV.UK (www.gov.uk)</a></p> |                   |
| 11. | <p><b>Confidential Items</b></p> <p>Governors were reminded of the need for meetings to remain confidential and of the expectation that they would be positive in their support of the decisions made by the collective board.</p> <p><i>One item is reported in the Part B Confidential minutes.</i></p>   |                   |
| 12. | <p><b>Closing Prayer</b></p> <p>CK thanked Governors for their contributions to the meeting.</p> <p>The meeting concluded with a prayer.</p> <p>The meeting closed at 20.45.</p>  |                   |

Actions arising from the meeting  
2023-24

| No. | Description   | Person(s) | Update and status |
|-----|---|-----------|-------------------|
| 1   | CK to review Governor Link Roles                                      | CK        | Open              |
| 2   | AM, GT and VY to meet and review the updates required to the website. | AM/GT/VY  | Open              |
| 3   | CK to liaise with governors over committee membership.                | CK        | Open              |
| 4   | CK to circulate revised meeting dates.                                | CK        | Open              |