



**Minutes of St Cyprian’s Greek Orthodox Primary Academy  
Education Standards Committee Meeting – Part A  
Held on Thursday, 23<sup>rd</sup> January 2025 at 6pm, via Teams**

|                           |                          |         |        |
|---------------------------|--------------------------|---------|--------|
| Aredi Christou (AC)       | Foundation Trustee/Chair | Present |        |
| Nikoleta Tsiama (NT)      | Staff Trustee            |         | Absent |
| Leonie Fernandes (LF)     | Foundation Trustee       | Present |        |
| Peter Papanastasiou (PPa) | Foundation Trustee       | Present |        |
| Maria Loizou (ML)         | Parent Trustee           | Present |        |
| Abigail                   | Parent Trustee           |         | Absent |

**In attendance:**

Janet Standen (JS) - Croydon Education Partnership Clerk  
Gareth Thomas (GT/HT) - Headteacher

| Agenda Item | Description  | Action |
|-------------|--|--------|
| 1.          | <p><b>Prayer and Welcome</b><br/>NB welcomed those present to the meeting and AC opened the meeting at 18:00 with a prayer.</p> <p><b>Apologies</b><br/>Apologies for absence had been received from:<br/><b>NT</b> (prior commitment) - the Committee <b>agreed</b> the apology.<br/><b>A</b> (prior commitment) - the Committee <b>agreed</b> the apology.</p> <p>It was confirmed that Hazel Peters, Staff Trustee, was no longer a Trustee, having left the school.</p> <p>It was advised that Maria Loizou and <b>Abigail</b> are newly elected Parent Trustees and were joining the Education Standards Committee.</p> |        |
| 2.          | <p><b>Declaration of Interest/Matters for Governor’s Attention</b><br/><b>No</b> declarations of pecuniary or personal business were raised in respect of any agenda item.</p> <p>For transparency, AC declared that she was Aunt to ML and LF declared that she has previously worked with the clerk, JS.</p> <p>The meeting was confirmed quorate.</p>   |        |
| 3.          | <p><b>Minutes of the Previous Meeting (17.10.2024)</b><br/>The minutes of the above meetings were <b>agreed</b> as an accurate and complete record.</p>  |        |

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|           | <p>A discussion took place regarding the style of minutes and Trustees agreed that the minutes should be a summary of key points, actions and a record of questions/challenge.</p> <p><u>Matters Arising</u><br/>See updated summary action lists below.</p> <p style="text-align: right;">ACTION: Add TOR to FTB agenda <b>1</b></p> <p style="text-align: center;">ACTION: HT to upload Teach First presentation to Governor Hub <b>2</b></p>  |  |
| <p>4.</p> | <p><b>Committee Business</b></p> <p>a) Terms of Reference<br/>This had been reviewed and will be added to the agenda for the next full Trust meeting in March.</p> <p>b) Link Governor Appointments<br/>LF had sent a list of appointments to all Trustees.</p>  |  |
| <p>5.</p> | <p><b>Curriculum</b></p> <p>It was confirmed that these agenda items would be covered in the HT report.</p>  |  |
| <p>6.</p> | <p><b>Headteacher’s Report</b></p> <p>The HT presented an executive summary via PowerPoint. It was noted that the report summarised contextual data including Special Educational Needs and Disabilities (SEND), Pupil Premium (PP) and attendance.</p> <p>It was noted that pupil numbers were 275.</p> <p>Trustees were advised that attendance was 95% against a National Average of 94.5%, SEND was above national average, and PP was slightly below the national average</p> <p>The HT reminded Trustees that following the Ofsted inspection in June 2024, and an outcome of RI, objectives for improvement were specified. There will be a 1-day monitoring visit to review the position. Trustees were advised of the two potential outcomes “effective action” or “no effective action taken. If progress is evident at the monitoring visit, it can convert to a full 2-day inspection, but the HT advised that the school is currently on a journey within the RI category.</p> <p>The Headteacher summarised the following key actions from Ofsted:</p> <ul style="list-style-type: none"> <li>a) Safeguarding: recording, follow up and training.</li> <li>b) Behaviour: teaching of PHSE (Personal, Health, Social Education)</li> <li>c) Curriculum: all 10 National Curriculum Subjects must be taught</li> <li>d) Curriculum Progression: skills knowledge</li> </ul> <p><b>Safeguarding</b></p> |  |

Trustees were advised that staff have received training on using the school's safeguarding system, CPOMS. Incidents are recorded on the system and key owners are allocated to incidents. There is evidence of analysis of data.

It was shared that Prevent Training, including an update to incorporate the far right, had been undertaken. The school has also completed a safeguarding audit and survey questionnaires.

#### **Behaviour**

The Kapow resource has been bought in to provide guidance to staff in PHSE. This supports staff in creating their own scheme of work.

There has been an increase in obtaining pupil voice.

*Q: Is Kapow like a reference document?*

A: HT. It is a reference point for staff to use.

#### **Curriculum**

*Q: Is there any impact on other subjects because of the need to teach all 10 curriculum subjects?*

A: HT. This is something that the school must do. Measures and planning have been put in place to ensure that the subjects are not overloaded. This involves block periods of teaching some subjects for a period. It is important not to impact on core subject areas.

*Q: Are National Curriculum expectations met for those subjects taught in block periods?*

A: HT. Impact is evidenced using this method. Ofsted questioned pupils during their inspection, and they were able to see evidence of learning.

*Q: If Ofsted visit, would subject leaders be able to demonstrate subject blocking and planning?*

A: HT. Trustees were reassured that subject leaders would be able to demonstrate.

Trustees were advised that a Teaching and Learning Review will take place week commencing 3<sup>rd</sup> February 2025. This will involve the HT, DHT and subject leaders. Observations will take place on an informal basis across as many classrooms as possible. Formal observations take place six times across the year. Unannounced drop ins to classes are undertaken professionally and help to identify areas for improvement and training.

*Q: How are weaknesses dealt with?*

A: HT. Overall the quality profile has improved and there is a stronger teaching staff since September. There are no support plans in place. If a need is identified, training and targets are put in place.

*Q: Are there any ECT staff?*

A: HT. There are 2 ECT staff. They are making good progress. Historically, the school has worked well with ECTS.

*Q: Do you drop in with a clipboard and pen?*

A: HT. This is discouraged. The new framework focuses more on learning and evidence in pupil books.

It was discussed that as the school is in a category of concern, the School Improvement Partner (SIP), Joyce Lydford, will be part of the next review. The SIP will walk the school with Phase Leads.

There was a discussion around the use of differentiation to adapt lessons so all children can access the learning objective.

It was discussed that most lessons were considered 'good or better', particularly Greek and PE lessons. It was noted that a grade is not longer required. There is evidence of modelling and shared writing, and appropriate challenge for most pupils. There are talented teaching assistants who provide good support. The children articulate learning better and can describe learning, not just the task they are doing.

Trustees were advised that SEND pupils are the next focus.

*Q: What % of Year 2 are SEND pupils?*

A: HT. There are several factors in Year 2, not just SEND. Historically, learning was more a free flow provision in Early Years, requiring catch up in Year 1. In Year 2, eight pupils are in the specialised provision, and initially, there was a poor start with a supply teacher. Whilst there is concern, there are options that can be considered. Trustees were advised that as Year 2 is a non-statutory test year, results do not need to be reported.

*Q: Is Year 2 a split class?*

A: HT. There is a mixed Year 1/Year 2 class and a separate Year 2 class. The pupils in the mixed class are performing better.

*Q: Is there any additional support for lower attainers?*

A: HT. Additional teaching assistant support is in place for additional reading. There will be a further discussion with the SIP regarding SATs.

*Q: Are there any legal implications of not publishing results?*

A: HT. There are no legal implications as they are not statutory. The school has published in previous years. Mock tests are planned to review progress.

There was a discussion concerning concerns over not reporting in Year 2 and the importance of context. It was agreed that progression from a low outcome at early years would be regarded favourably.

Trustees were advised that the SIP has confirmed that the school has been awarded funding to undertake the Teach First Leadership course. The course would normally cost £40,000. This will support the Senior Leadership, Middle Leadership and Subject Leadership teams. The course will start in April 2025 over a period of 2 years and looks at school specific context.

*Q: How will the course work?*

A: HT. Staff will work with release time and be supported by their achievement partner.

Trustees were reminded of points to monitor on school visits.

The HT gave an overview of vulnerable pupils. It was discussed that there are 7 pupils with healthcare plans, with a further 4 pending. There are 4 pupils in the Starlight provision that have been referred to the Local Authority for further support. The main focus of EHCPs agreed are for speech and language needs (SALT).

*Q: Do any of the pupils overlap with needs in more than one area?*

A: HT. A couple of pupils do but it does not reduce the overall numbers.

*Q: Is Locality funding still in place?*

A: HT. This is in place and the school has pushed for additional funding where needed.

It was discussed that there is a rise in SEND needs.

*Q: What is the reason for the increase?*

A: HT. The Starlight provision is successful. As the school is in a category of concern, the profile of the school is changing due to the different needs of new pupils joining.

*Q: Are IEPs still used in the school?*

A: HT. They are used in school. It is not planned to change these at this time unless needed to.

The HT highlighted predictions for the end of year. The ISDR has now been received and will be sent out for Trustees to review at further detail (outstanding action point from last meeting).

Trustees noted that the combined results are lower than the national average and Local Authority levels. The HT advised that this is a concern, and measures have been put in place. The next data drop using an improved tracking system will provide further analysis.

*Q: The Reception GLD is looking good at 61%?*

A: HT. The classes had a low baseline. More formal, blended learning has been put in place.

*Q: What are the speaking and listening levels?*

A: HT. These are below average.

**ACTION: HT to send Year 2 performance data to Trustees.**

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*Q: Are subject areas combined for learning?*

A: HT. Some subjects support cross curricular learning, for example, English and History.

However, despite low Nursery numbers, the Nursery class and Reception class maintain separate learning rather than combining them to protect the different curriculum and learning needs.

### **Greek Learning**

Trustees were advised that pupils continue to receive Greek lessons. The Commission have provided an additional teacher for half a day per week. NT has sourced a person to provide Greek dancing for half an hour per week to all pupils. NT is also approaching the Embassy to secure additional funding/resources, possibly working with another school.

### **Ellinomatheia Exam**

It was confirmed that preparation for the Ellinomatheia examination has started earlier, with someone coming in to provide further support alongside NT. They are

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|    | <p>doing this as a volunteer, claiming expenses. Whilst early days, this is filling the gap and could be a strong resource. Trustees agreed that it was good to see preparations are taking place earlier than before.</p> <p><i>Q: How is the Greek teacher timetabled?</i><br/> A: HT. Work on the Greek culture is timetabled on a rota basis.</p> <p>The HT confirmed that all Trustees are invited to attend the event on 10<sup>th</sup> February 2025.</p> <p><b>RE Inspection</b><br/> The HT confirmed that the last inspection took place in 2017, and a meeting had taken place with the Chair and Vasoula. A meeting with the inspector is due the following week.</p> <p>It had been advised that as a Greek Orthodox school, they would be inspected under the old framework and is likely to take place in June. They will review the scheme of work and observe this in practice. The HT advised that a good outcome is anticipated. An outstanding outcome is unlikely with an RI category.</p> <p><i>Q: What is needed to obtain outstanding?</i><br/> A: HT. There are several actions needed that would not be achievable by June. The preference is to secure a 'good' outcome with action points.</p> <p><i>Q: If development plans are needed, would it be better to have a plan in place?</i><br/> A: HT. The paperwork is in place. It is possible to achieve more but not in this academic year or by the inspection date.</p> |  |
| 7. | <p><b>Policy Documentation</b></p> <p>The following policies were uploaded in advance of the meeting:</p> <ul style="list-style-type: none"> <li>• Admission, Arrival &amp; Collection</li> <li>• After School Club Policy</li> <li>• Collective Worship Policy</li> <li>• Complaint Procedure Policy</li> <li>• Early Years Foundation Policy</li> <li>• Educational and Residential Visits Policy</li> <li>• Exclusion Policy</li> <li>• Feedback &amp; Marking Policy</li> <li>• Freedom of Information Publication Scheme</li> <li>• Handwriting &amp; Presentation Policy</li> <li>• Home School Agreement policy</li> <li>• ICT Policy</li> <li>• Induction of New Admissions Policy</li> <li>• Internet Access Policy</li> <li>• Intimate Care Policy</li> <li>• Mobile Phone Policy</li> <li>• Music Policy</li> <li>• Personal, Social, Health and Citizenship Policy</li> <li>• Phonics Policy</li> <li>• Physical Education Policy</li> </ul>   |  |

|     |  |          |
|-----|--|----------|
|     | <ul style="list-style-type: none"> <li>• Positive Handling Policy</li> <li>• Pupil premium Policy</li> <li>• Single Central Record Policy</li> <li>• Speaking and Listening Policy</li> <li>• Teaching &amp; Learning Policy</li> <li>• Visitors Policy</li> <li>• Whole Academy Food Policy</li> <li>• Wrap Around Club Policy</li> <li>• Young Carers Policy</li> </ul> <p><b>ACTION: Trustees to provide comments/approval to the SBM by the end of the Spring Term.</b></p> <p>After a discussion took place regarding the circulation of policies, Trustees agreed that policies would be read in full to approve rather than approving changes only.</p> | <b>4</b> |
| 8.  | <p><b>Any Other Business</b></p> <p>None tabled</p>  |          |
| 9.  | <p><b>Confidential</b></p> <p>No items were identified as confidential</p>   |          |
| 15. | <p><b>Closure of Meeting</b></p> <p>Dates of future meetings</p> <ul style="list-style-type: none"> <li>• FTB: 26 March 2025, 6pm (in person)</li> <li>• ECC: 08 May 2025, 6pm (virtual)</li> <li>• FTB: 17 July 2025, 6pm (in person)</li> </ul> <p>AC closed the meeting with a vote of thanks and prayer at 19.30pm.</p>  |          |

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Actions arising from meetings 2024-25

| No.   | Action  | Who      | By                 | Status |
|---|---|----------|--------------------|--------|
| <b>Meeting of 23<sup>rd</sup> January 2025:</b> |   |          |                    |        |
| 1.  | Add reviewed Committee TOR to FTB meeting                                       | Clerk    | 26/03/25           | Open   |
| 2.  | Copy of Teach First presentation to be uploaded to Governor Hub                 | HT       | ASAP               | Open   |
| 3.  | HT to send Year 2 performance data to Trustees.                                 | HT       | ASAP               | Open   |
| 4.  | Trustees to provide comments/approval to the SBM by the end of the Spring Term. | Trustees | End of Spring Term | Open   |

| No.   | Action  | Who | By   | Status |
|---|---|-----|------|--------|
| <b>Meeting of 16<sup>th</sup> October 2024:</b> |   |     |      |        |
| 1.  | Review CEP's template ToR with LF and consider any relevant inclusions to the Education Standards Committees' ToR.          | AC  | ASAP | Closed |
| 2.  | Share Teach First presentation with the Education Standards Committee.  | HT  | ASAP | Closed |
| 3.  | Contact AA (Member) regarding the possibility of funding/supporting teaching Greek (MFL) by December 2024.                  | HT  | Dec  | Closed |
| 4.  | Invite Trustees and Members to the Greek Assembly (29.10.2024).   | HT  | ASAP | Closed |
| 5.  | Email SEF and SDP to Trustees after half term.  | HT  | Oct  | Closed |
| 6.  | Email Trustees the ISDR once evaluated in October.  | HT  | Oct  | Open   |
| 7.  | Send LF the subject list for Trustee link responsibilities that are vacant and the monitoring visit policy/report template. | HT  | ASAP | Closed |

Actions arising from meetings 2023-24

| No.   | Action  | Who | By   | Status |
|---|---|-----|------|--------|
| <b>Meeting of 15<sup>th</sup> May 2024:</b> |   |     |      |        |
| 1.  | Ask VY to confirm the cost of the data reporting assessment tool. | AC  | ASAP | Closed |
| 2.  | Circulate presentations to the Committee.                         | NB  | ASAP | Closed |

| No.   | Action   | Who   | By      | Status |
|---|--|-------|---------|--------|
| <b>Meeting of 17<sup>th</sup> January 2024:</b> |  |       |         |        |
| 1.  | AC, RD, ZI to meet with DHT to review results, predictions within the next two weeks (to be co-ordinated by AC). | AC    | Jan-Feb | Closed |
| 2.  | Send Expression of Interest Forms for Nursery to HT.   | AC    | ASAP    | Closed |
| 3.  | Arrange a Governor visits with YV.   | ALL   | ASAP    | Closed |
| 4.  | Draft questionnaire for parents evening.   | HT    | ASAP    | Closed |
| 5.  | Review Greek Policy.   | AC/NT | ASAP    | Closed |

| No.   | Action  | Who          | By   | Status |
|---|---|--------------|------|--------|
| <b>Meeting of 18<sup>th</sup> October 2023:</b> |   |              |      |        |
| 1.  | Committee membership to be clarified  | CoG/AC/Clerk | ASAP | Closed |
| 2.  | Committee ToR to be amended to include a statement on when apologies for absence must be received by            | AC           | ASAP | Closed |
| 3.  | Consistent practice with regards to apologies for absence to be agreed by the collective Board/other committees | CoG          | ASAP | Closed |
| 4.  | AC to meet with Chair of Governors and agree what is required for the   | CoG/AC       | ASAP | Closed |



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|    | policies tabled at the 18.10.23 meeting   |           |      |               |
| 5. | Croydon Education Partnership to circulate proposed safeguarding training dates for the Board's consideration | Chair/CEP | ASAP | <b>Closed</b> |

Draft