



Vision: OLM is a community where all will excel

We strive to have a passion to learn, positive attitudes, high expectations and strong values. We strive to be resilient, reflective and nurturing.

**GOVERNING BODY MEETING
ON TUESDAY 30TH JANUARY 2018 AT 7.00 PM
PART 1**

FOUNDATION GOVERNORS (7):

Fr. Mark Anwyll (20/02/2020)*
Eveleen Riordan-Sayers (02/04/2018)^
Andrew Tobin (31/08/2019)*
Rose Gregorio (31/08/2019)*
Kate Wynne (31/08/2019)^
Liisa McDougall (31/08/2019)*
Paul Byrne (31/08/2020)*

LA GOVERNOR (1):

Marco Franchi (10/11/2020)*

STAFF GOVERNORS (1):

Angela McNicholas (ex-officio)*
Lorraine Frain (21/09/2019)*

PARENT GOVERNORS (2):

Imran Chaudry (24/01/2021)*
Matt Derry (23/01/2021)*

Also in attendance:

Audrey Galvin – Deputy Headteacher^
Martin Maloney – Acting Assistant Deputy Headteacher*
Helen Holloway - Clerk *

* denotes present

^ denotes absent

1. **OPENING PRAYER & APOLOGIES**

The meeting commenced with an opening prayer. Apologies received and noted from Eveleen Riordan Sayers and Audrey Galvin. Kate Wynne was absent. The meeting was quorate. The Chair welcomed Martin Maloney, Acting Assistant Deputy headteacher to the meeting.

2. **DECLARATION OF INTERESTS**

2.1 The Declaration of Interests register was circulated at the beginning of the meeting and signed by all governors present. There were no conflicts to declare.

3. **MINUTES AND MATTERS ARISING OF THE PREVIOUS MEETING HELD 12TH DECEMBER 2017**

3.1 The part 1 minutes of the previous meeting 12th December 2017 were **RECEIVED** and **ACCEPTED** as a true and accurate record subject to an amendment to Section 8.2.6 Finance Future Projects and long term budget planning will be an agenda item at the GB meeting in *April 2018*. The Chair signed the minutes.

4. **HEADTEACHER'S REPORT**

4.1 School Partnership Review

The Headteacher reported the School Partnership Review had taken place conducted by the Headteacher at Eden School, and the Deputy Headteacher at Coldfall Primary School. The agreed focus area for the review within the school was looking at pupils on the cusp of underachieving.

QUESTION: A governor asked if the Headteacher had completed a review at another school.
R: The Headteacher (AM) confirmed she would be conducting a review at Rhodes Avenue in the summer term 2018. The Deputy Headteacher (AG) has already completed a review at Coldfall Primary School.

4.2 The Headteacher informed the GB the feedback at the NLC group indicated that schools found the review process positive.

5. OFSTED REPORT

5.1 The OFSTED report has been published and the School upgraded to **OUTSTANDING**. The Chair, on behalf of the Governing Body, thanked the Senior Leadership Team and all Staff for their efforts and the successful outcome of the recent Ofsted inspection.

5.2 A celebration took place last week with the staff and governors to celebrate the Ofsted success, and the event was well attended.

5.3 Banners are now displayed across the Borough publicising the School's 'Outstanding' Ofsted result and will promote advertising the School's success for future admissions.

5.4 There were no questions about the report.

6. HARINGEY EDUCATIONAL PARTNERSHIP (HEP)

6.1 Information about the HEP and the HEP brochure were circulated to the GB ahead of the meeting.

6.2 The Headteacher and Chair of Governors gave an overview of the HEP. During the discussion, consideration was given to the benefits of joining the HEP and concerns.

Q1 Do we know what services the local authority will be providing in the future with the introduction of the independent company HEP?

R: The local authority will continue to provide statutory services such as admissions and attendance.

Q2 How many schools have committed to join HEP?

R: The Headteacher confirmed all the schools in their NLC have committed to join. Eden did initially present concerns as it is a Free School and they needed to find out if this was a suitable option for them.

Q3 Are there any other options open to or considered by the School?

R: The Headteacher confirmed the School has looked at other options but not costs. It would be possible for Schools to buy external services from various consultants / companies and would probably cost in the region of at least £500 per day. Buying in to the HEP is also about buying into the partnership and this is an advantage for the schools and provides continuity of our NLC now established as strong and professional group.

6.3 The Governing Body **AGREED** unanimously to join the HEP based on the figures presented. The HT will complete the membership registration form.

ACTION: Headteacher

7. POLICIES

7.1 Social Network Policy – The GB were informed the policy has been amended to include the use of Twitter and Facebook. It was agreed to give governors more time to review the policy and carry the item forward to the next GB meeting.

ACTION: Clerk / agenda item

7.2 Critical Incident Policy – The Headteacher reported this is still a work in progress based on the Haringey model Critical Incident Policy. Discussions are ongoing reviewing current security measures in the school. This has involved looking at finding a safe place to go in the event of a lock down; conducting a review of the existing phone system; looking at upgrading the telephone system to manage an alert for a lock down scenario; and reviewing current computer software to see how it could be used to send lock down alerts. The next steps will be the installation of locks on all doors. The Critical Incident Policy will be carried forward to the next GB agenda.

ACTION: Clerk / agenda item

8. REPORT FROM LEAD GOVERNORS

8.1 Finance

8.1.1 The Headteacher reported in KW's absence. A finance meeting had taken place to review the end of the third quarter. It is predicted there will be surplus of £192k at year-end. The increased surplus is the result of staff mobility and not replacing all posts when they become vacant. The Headteacher has written to Haringey local authority to ensure the surplus will not be clawed back as the school is facing a huge budget deficit for 2018-19 due to reduced pupil numbers, and the departure of 18 pupil premium children at the end of the academic year. It was reported the reduction in staff numbers, by not replacing all staff vacancies, is having an impact on all staff who are all working at maximum capacity.

8.1.2 Planned budget spend by the end of the year 2017-18 will include purchasing new Maths Scheme books.

8.1.3 Despite the budget surplus looking healthy, next year presents more challenges with the introduction of the National Funding Form and further budget constraints; it was noted that any long-term sickness absence could have a detrimental effect on the budget going forward.

8.1.4 The Schools Financial Value Statement (SFVS) annual review is not due until March and will be reported to the GB at a later date.

8.1.5 The Headteacher reported on behalf of the SBM to inform the GB since the Spring Term voluntary donation payment went live at the end of last week our parents have donated £645.

8.2 PREMISES, HEALTH AND SAFETY

8.2.1 PB reported on the Fire Safety inspection, which took place last term, post the Grenfell fire, and found 11 issues for the school to address. However, the previous Fire Safety Inspection in July 2017 only highlighted minor issues. Consequently, the School has involved the DHP consultant, who visited the School a couple of weeks ago to review the Fire inspection findings. Following his visit, the School Business Manager, will now compile a written report back to the Fire Inspection Company to show how the School has responded and actions taken

to the issues presented in the Fire inspection report. The DHP consultant will also meet with the Fire Safety Inspector who conducted the recent inspection. It was confirmed LCVAP funds could be used to fund fire safety works.

QUESTION: How does the Fire Inspection report findings impact on the school insurance?
R: The School has been informed the report findings do not affect the insurance as the School has a block policy with the Diocese.

8.3 ADMISSIONS

8.3.1 The School has received 34 first choice applications for September school admissions. This number of applications for admissions is the same as last year.

8.3.2 A meeting took place last week with the Catholic Headteachers, the local authority Admissions team, and the Diocese to look at the reduction of pupil admissions numbers to schools. Haringey local authority have projected that pupil admissions numbers are reducing. There are nine catholic schools in the London Borough of Haringey and only three of these schools are hitting the exact admissions number target. Two of which are 'oversubscribed' by one pupil. This is based on first preferences

8.3.3 The Primary School admission offers date is 16th April 2018. Prior to this date, there will be another meeting with Haringey local authority to review the situation on admissions numbers within the Borough and dioceses.

8.3.4 The GB proposed it would be beneficial to send a letter of support to the Diocese in connection with the falling number of admissions requesting recommendations to protect the school going forward in the future. The Chair of Governors agreed to draft a letter on behalf of the GB. **ACTION: CoG**

8.4 Curriculum and Data

8.4.1 RG and MF met with the Deputy Headteacher (AG) to review school data and MF informed the GB a report will follow. **ACTION: MF**

8.5 SEND

8.5.1 IC met with the newly appointed Inclusion Manager, Jane Ronan. It was reported JR has reviewed some observations and noticed there is a more questioning culture within -OLM. The Inclusion Manager is also impressed with the communication and number of emails between staff at OLM providing a transparent audit trail.

8.5.2 The SEND training programme for the newly appointed Inclusion Manger will commence next year.

8.6 GENERAL DATA PROTECTION REQUIREMENTS (GDPR)

8.6.1 IC attended the Haringey GDPR training and recommended a working party is set up to oversee the School is compliant in meeting the GDPR. Volunteers for the working party are Imran Chaudry, Angela McNicholas, Bernadette Napleton, Eileen Heath and Audrey Galvin.

8.7 CATHOLICITY

8.7.1 Fr. MA reported. The children have been involved in many religious events in the autumn term. The events included:

- School Carol Service
- Reconciliation in School
- End of term Mass
- A visit to Westminster Cathedral to take part in the Carol Service
- Advent Liturgy
- Advent prayer group

9. CHAIR'S ITEMS

No items to report.

10. GOVERNORS' VISITS AND TRAINING

Date	Training Course	Attendees
23 rd January 2018	New Governor Induction (Haringey)	IC; MD; PB
January 2018	GDPR (Haringey)	IC
Spring Term 1	NSPCC Safer Recruitment (online)	PB
Spring Term 1	Prevent Training (Online)	RG

11. SAFEGUARDING

Martin Maloney (Act Dep HT) and Jane Ronan (Inclusion Manager) will be attending the designated lead training.

12. GOVERNORS' REFLECTION

The governors were asked to reflect on decisions made at the meeting, which will make a difference for the pupils of our school:

- Positive result of the OFSTED inspection – An “outstanding” judgement provides evidence the school environment and teaching are good for the children
- Proactive approach and responsibilities taken by Governors’ about the falling admissions numbers in the future

13. ITEMS FOR NEXT AGENDA

13.1 Catholic Academy Trusts (CATs). The GB **AGREED** this should be a standing item for all future GB agendas. **ACTION: Clerk / agenda item**

14. ANY OTHER BUSINESS

14.1 The Headteacher reported the World’s tallest athlete visited the School as part of Health Week.

DATES OF FUTURE GB MEETINGS

SPRING TERM: Admissions Committee Meeting (Wed 21st February 2018 at 8am)
Tuesday 20th March 2018 (Governors’ Day)

SUMMER TERM: Tuesday 15th May 2018
Tuesday 10th July 2018

Clerk's Note: Part 1 meeting closed at 8.50pm
Part 2 follows

Signed: _____

Date: _____

Chair of Governors

Please be reminded that you are responsible for the security of all papers that you receive, whether in electronic or paper format. Emails and electronic copies should not be forwarded to anyone and should be stored in a secure space. Paper copies should likewise be safely secured and if they are no longer required, must be disposed of correctly as confidential waste. If you would like the School to dispose of your papers, please return them to the School and request this.

GOVERNORS' ATTENDANCE RECORD:

	24/01/17	21/03/17	25/04/17 Gov's Day	23/05/17	20/06/17	18/09/17	10/10/17	12/12/17	30/01/18
FOUNDATION									
Fr. M Anwyll	/	/	/	/	A	A	A	/	/
E. Rirodan-Sayers	/	/	A	A	A	A	A	A	A
A.Tobin	/	/	A	A	/	/	/	A	/
K. Wynne	/	A	/	/	/	A	/	/	A
R. Gregorio	/	/	/	/	/	/	/	/	/
L. McDougall	/	/	/	/	A	A	/	/	/
P.Byrne wef			/	/	/	A	/	/	/
STAFF GOVERNOR									
A.McNicholas	/	/	/	/	/	/	/	/	/
L.Frain	/	/	/	A	/	/	/	/	/
LA GOVERNOR									
M.Franchi	/	/	/	/	/	/	/	/	/
PARENT GOVERNOR									
I.Chaudry	/	A	/	/	/	/	A	/	/
M. Derry	/	/	/	/	/	/	/	/	/
OBSERVER									
A.Galvin	/	/	/	/	/	/	/	/	A
P.Byrne	/	/							
M. Maloney									/

/ = PRESENT A = ABSENT