



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 AT GOVERNORS' DAY
ON TUESDAY 20th MARCH 2018 AT 8.40 AM
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:

Jane Ronan – Assistant Headteacher / Inclusion Leader
Helen Holloway - Clerk *

* denotes present

^ denotes absent

All governors invited to meet staff in the staff room ahead of the meeting from 8am. The GB meeting commenced at 8.40am.

1. **OPENING PRAYER & APOLOGIES**

The meeting commenced with an opening prayer. Apologies received and noted from Eveleen Riordan Sayers, Kate Wynne and Liisa Dougall. The meeting was quorate.
The Chair welcomed Jane Ronan, Assistant Headteacher/ Inclusion Leader 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 30TH JANUARY 2018**

3.1 The part 1 minutes of the previous meeting 30th January 2018 were **RECEIVED** and **ACCEPTED** as a true and accurate record subject to the addition of catholic life events in the school.

3.2 There were no matters arising not covered elsewhere on the agenda.

4. HEADTEACHER'S REPORT

4.1 The Headteacher's report was circulated to the GB ahead of the meeting. The following areas highlighted:

4.1.1 There has been a shift in the category of EAL children. The school has seen an increase in the number of Albanian, Arabic and Romanian pupils.

4.1.2 The SLT objectives (on P6) have been modified to reflect the changes in the SLT staffing this term; it was noted the context is the same but the focus is more on Induction and Mentoring.

4.1.3 Funding is reduced for 2018-19 because of lower admission numbers to Reception in September 2017. It was reported the number of applications for reception places received this year is similar to last year. However, the Headteacher reported the school office staff are receiving calls regularly regarding admissions for new arrivals to the area.

4.1.4 There will be another meeting between the local authority and the Diocese in March once all the offers for September places have been decided upon. The Headteacher has already met with the Diocese to discuss future admissions and this will be reviewed again after April when the admission numbers are known for September.

4.1.5 The GB **AGREED** to set up a working party to focus on future admissions and seek ways to continue marketing the school. Date of meeting to be agreed. **ACTION: HT**

The **Admissions working party** members are
AT; RG; MF; FrMA; and AM

4.1.6 The Headteacher flagged up concerns for the well-being of all staff who continue to carry out their roles and responsibilities with the same commitment despite increased responsibilities as a result of reduced staffing numbers and resources. The increased pressures on everyone are very difficult and there is rising concern the situation is not sustainable

Clerk's Note: 9.25am The meeting stopped to allow Governors to visit lessons across the year Groups Meeting resumed at 10.30am

5. BUDGET 2018-19

The SBM joined the GB meeting to present the draft budget 2018-19.

5.1 The School will be implementing new budget planning software in April 2018. The new software offers detailed long term budget planning and scenario planning reports.

5.2 Staffing Costs (E01) is 81% of the delegated budget. The school has a number of maternity leave costs to factor in and additional site management costs will during the summer term. Noted that the recommendation is now 80% of the delegated budget is spent on staffing costs for sustainability.

5.3 Supply Cover budget allocation has been reduced for 2018-19 and reliance will be on in-house cover.

5.4 Reduced pupil numbers of 389 pupils in September 2017 compared to 411 pupils in September 2016 has resulted in lower income from the DfE. It was reported the income is £70k less this year.

5.5 The draft budget for 2018-19 is stable and balanced. The budget is now complete as the School is waiting to receive further information from Haringey.

5.6 The School agreed to take part in a shared benchmarking exercise run by Islington Council along with other local schools. The Benchmarking report was tabled at the meeting. The Governors were pleased to see OLM spending is very much in line with other schools and a significant amount of funds are spend on staff development and training.

Q: Are you happy the benchmarking exercise was against similar types of school?

R: Yes, we are happy with the comparisons. The selection for the benchmarking was very much out of our control and the lead school, Tetherdown Primary School, was driving the project. The benefits of this benchmarking exercise is the data used for comparison was 2015-16 data. The DfE benchmarking website is also available; however, the data is 2 years old.

Q: The lettings income for one of the Schools selected in the benchmarking exercise was much higher than the other three schools – do we know why?

R: It was noted that the School does have excellent facilities to offer the community to use at weekends and this has increased the potential for lettings income.

5.7 The LCVAP bid result is due to be announced this month. A bid for £130k has been submitted for fire safety works and safeguarding around the library area. Concern was expressed about the impact on the school budget to accommodate the school's ten per cent VA donation if the LCVAP bid is successful. It was noted the Voluntary Fund does have a balance of £57k and the ten per cent contribution would be taken from this fund.

Schools Financial Value Statement (SFVS)

5.8 The completed SFVS document was circulated to the GB ahead of the meeting for review. The SBM, HT and lead governor (KW) have all reviewed the document and recommended it to the GB. There GB **APPROVED** the SFVS.

The Chair thanked the SBM for her report.

Clerk's Note: BS left the meeting

6. POLICIES

6.1 Social Network Policy – The GB **APPROVED** the Social Network Policy

6.2 Critical Incident Policy – The Headteacher reported this is still a work in progress and will be carried forward to the next GB meeting.

ACTION: Clerk / agenda item

7. REPORT FROM LEAD GOVERNORS

7.1 PREMISES, HEALTH AND SAFETY

7.1.1 PB reported. There was an incident with one of ceiling acoustic panels in the school hall, which fell down during an after-school club. No one was injured. Following investigation, it was noted the incident was the result of poor behaviour with a ball, which was repeatedly knocked against the panel. A Health and Safety inspection has taken place and the affected panels are all back in place. A review has taken place on the frequency of the H&S checks to ensure the panels continue to be fit for purpose.

7.2 ADMISSIONS

7.2.1 The Admissions Committee met on 21st February 2018 and the agreed admissions list returned to the local authority.

7.3 CURRICULUM AND DATA

7.3.1 RG and MF circulated their visit report to the GB ahead of the meeting. Noted the visit report also which includes RE information. There were no questions.

7.4 CATHOLICITY

7.4.1 Fr Mark Anwyll reported. Events in school during the spring term include

- Confessions taking place in school this week
- Mass in the parish church at the end of term
- Liturgy at the beginning of Lent

7.4.2 It was reported 33 former pupils of OLM School are currently in preparation for Confirmation.

7.5 GENERAL DATA PROTECTION REQUIREMENTS (GDPR)

7.5.1 IC reported. The School appears to be on track to be compliant by May 2018. An audit of data storage has been completed. The SBM has secured a cost effective deal (£3,000 per annum) with Judicium to appoint a Data Protection Officer to support the school on GDPR for a four year term with a two year break clause. The contact starts on 1st April 2018. Noted there will need to be communication to parents to advise of the new GDPR regulations.

8. CHAIR'S ITEMS - No items to report.

9. GOVERNORS' VISITS AND TRAINING

Date	Training Course	Attendees
March 2018	Haringey Exclusion Panel training	PB
March 2018	HR Panel	RG

10. SAFEGUARDING

Chair to arrange a meeting with the Headteacher.

ACTION: CoG

11. CATS - No update to report.

