



Hale Drive Mill Hill NW7 3ED Tel: 020 8959 2152  
 Email: office@deansbrookinf.barnetmail.net Web: www.deansbrookinfants.co.uk  
 Headteacher: Carole Catley

## MINUTES OF THE FULL GOVERNING BODY MEETING OF DEANSBROOK INFANT SCHOOL, HELD AT THE SCHOOL ON TUESDAY 20<sup>th</sup> JUNE 2023 AT 6.30 PM

### PRESENT:

Name	Governor Type	Other Information	Term of Office	Present/Apologies/Absent
Julia Hutton-Squire (JH-S)	Co-opted	Chairman	3/4/2023-2/4/2027	Present
Nickolas Mailer (NM)	Co-opted		27/6/2019-26/6/2023	Present
Jade Cheung (JC)	Co-opted	Vice Chairman	3/4/2023-2/4/2027	Present
Nicola Simon (JC)	Co-opted		3/4/2023-2/4/2027	Present
Judith Suissa (JS)	Co-opted		22/11/2022-21/11/2026	Present
Carole Catley (CC)	Staff	Headteacher	Ex-officio	Present
John Parnaby	Staff		25/01/2022-24/01/2026	Present
Rajen Rajput	Parent		11/05/2021-10/05/2025	Present
Ryan Hannan	Parent		07/10/2021-06/10/2025	Present
vacancy	Parent			
Roshi Klair	Parent		07/10/2021-06/10/2025	Apologies
Ayub Abdi	Parent		29/04/2022-28/04/2026	Apologies
Hugh Rayner (HR)	LA		28/02/2022-27/02/2026	Present
Caroline Winston	Clerk			In attendance

## PART ONE

### 1. WELCOME & INTRODUCTIONS

- 1.1 The Chair welcomed Governors to the meeting, which followed a 30-minute presentation on the History curriculum.

### 2. ACCEPTANCE/NON-ACCEPTANCE OF APOLOGIES FOR ABSENCE

- 2.1 Consent was recorded to apologies for absence submitted on behalf of Roshi Klair and Ayub Abdi.  
 2.2 It was reported that the term of office of Shabaz Darr had ended on 12<sup>th</sup> June 2023. A decision had been made to delay the parent governor election to September, to include new parents to the School.  
 2.3 Thanks were recorded to Shabaz Darr for the time and commitment he had shown the School during his term of office.

### 3. DECLARATION OF PECUNIARY INTEREST

- 3.1 None of the Governors present declared a pecuniary interest in the business to be discussed.

### 4. MINUTES OF THE MEETING HELD ON 24<sup>th</sup> APRIL 2023 AND MATTERS ARISING/ACTIONS

- 4.1 The Part I Minutes of the meeting held on 24<sup>th</sup> April 2023 were confirmed, initialled, and signed by the Chair.  
 4.2 Arising from the minutes:  
 4.3 Item 13.8 Invite a subject leader to present their subject to governors at the start of every GB meeting  
 This had been completed, commencing that evening with the History leader.  
 4.4 Item 13.15 Circulate link to NFU website to parents This had been completed.  
 4.5 **ASKED** for an update on the number of pupils on the waiting list for Nursery, the Headteacher said that these families had been contacted following the last meeting to find out whether they were still wished to remain on the waiting list. This resulted in some movement and she said that there were now only 2 children

on the list. She said that it was therefore not necessary to look at the possibility of increasing staff numbers in the Nursery at the current time.

- 4.6 **ASKED** when the results would be available from the recent Phonics screening check, the Headteacher said that schools were currently awaiting confirmation of the pass mark from the DfE. Once this was published, then the data would be available.

## **5. REPORT OF THE HEADTEACHER**

- 5.1 The report of the Headteacher, copies of which had been previously circulated, was received and noted.
- 5.2 Arising from the report:
- 5.3 **ASKED** about the resources ordered for work on the physical development of the children, the Headteacher said that a number of resources for gross motor skills activities had been purchased. This included things like space hoppers, mops for painting with water on the walls and paint brushes for the same purpose. It was explained that this helped strengthen the children's arms.
- 5.4 **ASKED** whether there was any feedback on the visit to local school Courtland, the Headteacher said that she had visited the school with the Deputy Headteacher and had had the opportunity to look at the children's books. Next week, this was being followed up with subject leaders going there for training, Governors heard that Courtland had a topic-based curriculum like Deansbrook Infant.
- 5.5 A discussion ensued about some of the proposed changes of protocol for Ofsted inspections. This included teaching staff having a member of the SLT with them when meeting with inspectors.
- 5.6 The Headteacher reported that the School had written a letter of complaint to Ofsted about the process and inaccuracies within the report. The feedback from this complaint had been unsatisfactory and therefore a further complaint would be made about the complaint process.
- 5.7 Training was ongoing in school to ensure that subject leaders were confident enough to talk to anyone in detail about their subjects.
- 5.8 The Headteacher reported that she had had the opportunity to visit an inner London school with the Phonics Lead, where they had looked at the books in KS1 and discussed the curriculum.
- 5.9 **ASKED** how the schools visited had been selected, the Headteacher explained that Courtland was a very local school that had recently been judged as Outstanding by Ofsted. This School generated a lot of income through fundraising as they had an affluent parent community. The other school had been organised as a Governor had a contact there.
- 5.10 The Headteacher reported that the SLT had been looking at several school websites to see how they had designed their curriculum and which schemes they were using, particularly in History.
- 5.11 The School's scheme had been chosen as it was felt that it would work best the most effectively. Documentation would be in place for new teachers, including the updated curriculum maps.
- 5.12 **ASKED** whether it was apparent in the curriculum maps how writing was linked to each area, it was confirmed that examples of this had been provided, although it was not always explicitly written within the documents.
- 5.13 **ASKED** whether the School was aiming for 59 on roll in Reception for September, the Headteacher said that there had been 56 places accepted to date and there was always some movement over the summer. It was hoped that there would therefore be 60 on roll for September.
- 5.14 A meeting for new parents would be taking place next week at the School. The Headteacher encouraged parent governors to attend so that they could talk about their experiences with the new parents.

*Rajen Rajput left the meeting at this point.*

- 5.15 Governors were reminded that the School Summer Fair would be taking place on Sunday 2<sup>nd</sup> July and volunteers from the Governing Body were requested.
- 5.16 The Headteacher highlighted that the attendance data included an analysis of PP children to see if their new stamp incentive scheme had made an impact. There was improvement in four classes.

## **6. REPORTS OF COMMITTEES**

- 6.1 Curriculum, Attainment and Standards The minutes of the meeting held on 17<sup>th</sup> May 2023, copies of which had been previously circulated, were received and noted.
- 6.2 Finance and Premises Committee The minutes of the meeting held on 18<sup>th</sup> May 2023, copies of which had been previously circulated, were received and noted.
- 6.3 Parent, Pupils and Community Committee The minutes of the meeting held on 13<sup>th</sup> June 2023, copies of which had been previously circulated, were received and noted.

- 6.4 The Chair highlighted that the committee had discussed a compliance check of the school website and took an action to do this by September. They would also be researching a redesign of the website.
- 7. UPDATE ON SAFEGUARDING**
- 7.1 The Headteacher reported that safeguarding continued to be effectively monitored in school.
- 7.2 There was currently:
- One child on Child Protection (CP)
  - One child on Child in Need (CIN)
  - One child on Legal Supervision
- 7.3 The Headteacher reported that the School continued to use CPOMS for the logging of safeguarding concerns.
- 7.4 Ryan Hannan, Safeguarding Governor, would be meeting with the Headteacher soon to look at the safeguarding audit report.
- 8. RATIFICATION OF POLICIES**
- 8.1 There were none.
- 9. BELS DIRECTOR'S REPORT**
- 9.1 The report was not yet available.
- 10. GOVERNOR SUPPORT AND DEVELOPMENT**
- 10.1 The Governor Support and Development programme was commended to Governors.
- 10.2 The Chair added that there were also lots of useful learning resources on GovernorHub.
- 11. ANY OTHER BUSINESS**
- 11.1 Re-appointment of Co-opted Governor It was highlighted that the term of office of Nick Mailer would be ending on 26<sup>th</sup> June 2023.
- 11.2 Governors unanimously **AGREED** that he be reappointed for the four-year term of office ending on 26<sup>th</sup> June 2027.
- 11.3 Teaching Union Strikes The Headteacher reported that the NEU had announced further teaching strikes on 5<sup>th</sup> and 7<sup>th</sup> July.
- 11.4 The Headteacher reminded Governors that headteachers and support staff were currently being balloted and that further strike days were anticipated for September.
- 11.5 **ASKED** what had happened in school during the last strike, the Headteacher said that all teachers had joined the strike resulting in partial closure of the School.
- 11.6 **ASKED** whether strike action had had an impact on the budget, the Headteacher said that this had resulted in savings of £5,000 to date as staff were not paid on the days they were on strike.
- 11.7 A Governor said that the strikes were clearly now having an impact on pupil learning but recognised why the action was being taken. The Headteacher said that they were also affecting staff finances and pupil attendance.
- 11.8 IDSN – Inspection Data Summary News Report The Chair said that she had shared this document for information. Governors were encouraged to familiarise themselves with this system and the information on the School. It was explained that this version of the report was in relation to the July 2022 data.
- 11.9 A brief discussion about the moderation of data in schools.
- 11.10 It was noted that last year the School was below national averages for reading and inline for Writing and Maths, which was an unusual picture.
- 11.11 Governors were reminded that the impact of Covid was still being felt at this point and that in an infant school there was less time to show the catch up in the data.
- 11.12 The school would be implementing change to have an impact on this data, with greater moderation and monitoring to find the gaps in learning and addressing them.
- 11.13 The Headteacher said that the next data was due to the LA by 30<sup>th</sup> June, with national data not expected until September.
- 11.14 **ASKED** whether she expected to see the School back to above average in Reading in the next report, the Headteacher said that the SLT were predicting that Reading would be at least in line with the average. She added that the new phonics scheme was already having a positive impact.
- 11.15 The Deputy Headteacher reminded Governors that the School's high pupil mobility had had a significant impact on their data.
- 11.16 The IDSN report would be analysed in further detail at the next Curriculum, Attainment and Standards Committee meeting.

- 11.17 Busy Bees The Headteacher reported that Busy Bees had given notice due to low numbers and would be joining the Junior School basing themselves in their premises.
- 11.18 Consideration needed to be given to whether to run an after-school club internally, to run activity clubs or to hire the hall.
- 11.19 The Headteacher said that she had already been in discussion with three members of staff interested in running activity clubs. She said that the next step would be to send a form out to parents for find out what levels of interest there was.

**12. ANNUAL MEETING SCHEDULE 2022-2023**

- 12.1 The meeting schedule had been emailed to Governors and was available in the calendar on GovernorHub.

**13. DATE OF NEXT MEETING**

- 13.1 The date of the next meeting was confirmed as:  
- **Tuesday 21<sup>st</sup> November 2023 at 6.30pm**

*Hugh Rayner left the meeting at this point.*

**14. CONFIDENTIAL ITEMS**

- 14.1 A discussion was held on confidential items, which were subject to separate confidential minutes.

Signed:.....  
Chair of Governors

Date:.....