



FLEET PRIMARY SCHOOL

AGREED Minutes and actions from the Full Governing Board Meeting held on Wednesday 20th March 2024 at 6.00 pm

ATTENDANCE

Marcus Boyland (Chair)	✓
Don McGibbon (Headteacher)	✓
Oonagh Pierce	✓
Claire Price	✓
Kim Issroff	✓
John Showell	✓
Annie Balme	✓
Rebecca Coombes	✓
Ellie Melkuhn	✓
Abdul Al Mamun	Apologies
Sinead Costelloe	Apologies
Marcus Agbai	Apologies
Jason Cooke	Absent
Bukky Epenyong	Absent

Others present

Becca Wall (Deputy Headteacher)	✓
Owen Rees (Head of Governance, Camden Learning)	✓ (from 7.40)
Debbie Barry (School Business Manager)	Apologies
Pete McGuigan (Clerk)	✓

	ITEM	ACTION
1	Welcome, apologies for absence, declarations of interest, and AOB for later in the meeting	
1.1	<p>Marcus Boyland (MB) opened the meeting at 6.00 p.m. and welcomed everyone.</p> <p>Apologies had been received and accepted for</p> <ul style="list-style-type: none"> • Abdul Al Mamun. • Sinead Costelloe. • Marcus Agbai. • Debbie Barry. <p>and Governors noted the absence of Jason Cooke and Bukky</p>	



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	Epenyong.	
1.2	There were no declarations of interest for the meeting.	
2	Previous minutes from the 6.2.24 FGB meeting	
2.1	<p><u>Governors agreed the accuracy of the circulated minutes from the 6.2.24 FGB meeting.</u></p> <ul style="list-style-type: none"> • PM to upload 6.2.24 FGB minutes for GHub. • MB to sign previous minutes on GHub. <p><u>Governors agreed that all actions had been taken or were on the current agenda,</u> noting that:</p> <ul style="list-style-type: none"> • DM agreed to consider adding data on where prospective new Nursery and Reception parents had heard about Fleet. • the DfE recommended including diversity data on the school website, and Camden Learning also recommended compiling the data. However, a recent Chairs' and Governors' network meeting had queried this, that the sample size for each GB was too small to preserve anonymity. Owen Rees at CL had agreed to check on data protection and the legality of compiling diversity data. 	<p>PM MB</p> <p>DM</p>
3	Headteacher's report	
3.1	<p>Don (DM) presented the circulated report papers and highlighted:</p> <ul style="list-style-type: none"> • there had been no significant change to contextual data since the last report, except for 1 new Exceptional Needs Grant and 1 pending for Nursery through the Camden Local Inclusion Funding scheme (CLIF). • pupils leaving FPS before the end of Y6 went out of area, rather than to other local schools. • FPS had offered 25 Nursery places for September (with 18 acceptances so far). Reception final allocation of places are issued by Camden at the end of April. DM noted that nursery numbers and implications for funding would be considered at the following Finance committee meeting, . • HMRC funding for Early Years (for parents who were eligible) was higher than a similar Camden scheme. • attendance was lower in younger year groups, with several infectious illnesses in the community, including Chickenpox, Earache and Scarlet Fever, and Measles expected soon. DM noted that curriculum/playtime mitigations were in place to reduce the spread of these illnesses. Absence had improved since the previous report, with some identified groups lower than others. 	<p>Finance committee agenda</p>



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	<p>September. Reasons for staff leaving included 2 teachers moving out of London, a teacher going on maternity leave, and a teacher due to return from maternity leave, not returning. DM noted that:</p> <ul style="list-style-type: none"> ○ recruitment for 2 posts was in hand, so was actively recruiting 2 others. ○ a potential new teacher was currently from an agency and DM did not expect to have to pay a full 'finders' fee' to the them. ○ some SLT progression would likely be for current staff, but would also be advertised. <ul style="list-style-type: none"> ● rental income was strong, including from the HAF programme using the premises, Saturday drama school, a Yoga class, and an art club. ● in Premises, the Trim Trail in the Junior playground would be extended and the Reception roof had been replaced. ● there was currently £79k in the School Fund. 	
<p>3.2</p>	<p>Through questioning and challenging DM, Governors highlighted:</p> <ul style="list-style-type: none"> ● there were 2 FPS pupils who had left for home-schooling (called home education). DM reported that parents had to declare it to Camden, who checked carefully, to ensure it was not being done to cover up Child Protections issues. After that, there was minimal checking and parents were under no obligation to allow education officials into their homes. ● there was a variety of communication strategies to alert parents to the spread of infectious illnesses and promote vaccination (not done in school but by GPs). DM noted that: <ul style="list-style-type: none"> ○ measles could lead to up to 21 days of absence, including for close contacts. ○ there was no obvious identified community group pattern to absence, but the low uptake of the MMR vaccine in London probably contributed to higher levels of infection. ○ flu vaccines could be non-Halal compliant and if affected, parents needed to check with their GPs. ● DM agreed to consider checking on vaccinations when parents joined the school. ● Camden currently RAG-rated FPS's attendance as Amber, and were due to visit to discuss it with DM. ● there was a range of parental attitudes to attendance, with some condoning absence more readily than others. DM noted that the school tried to maintain balanced messaging to parents over maintaining attendance and keeping children off school for illness / potential illness. ● MB suggested considering school visits to the Town Hall and to view citizenship ceremonies. 	<p>DM</p>



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	<ul style="list-style-type: none"> the reported Nursery language progress and Phonics in EYFS and KS1 helped children across the curriculum in KS2. ENGs were quicker to apply for and more appropriate than EHCPs for some pupils. Marcus mentioned that the public can attend to witness Citizenship Ceremonies at the Town Hall suggesting school might want to consider taking pupils. the school was well-prepared for taking part in the July Camden Arts Biennale in Granary Square. UCS volunteers supported teachers in class and in return, FPS was able to visit UCS and use their workshops. the tutoring programme in Y5 was funded through Richard Reeves. the 135 partnership was going well, including SLT learning walks and teachers working together, planned for the summer term. 	
4	Policies	
4.1	<p>Governors agreed to send the Medical Conditions policy back to Camden for redrafting, noting that it was poorly titled, included some inappropriate medicines, and Governors wanted to double check that it was appropriate for schools in partnerships and federations.</p> <p><u>Governors approved the circulated draft SFVS form, for submission to Camden.</u></p>	DM
5	Governance	
5.1	<p>MB agreed to devise and circulate a Governor survey.</p> <p>Governors agreed for Governor visit reports to be presented to the appropriate committee.</p>	MB Committee agendas
5.2	<p>MB welcomed Owen Rees (OR) at 7.40, to discuss changing the size of the Fleet Governing Board. OR highlighted several issues, including:</p> <ul style="list-style-type: none"> 2012 guidance on GB size recommended 12, with more than that being less effective. Although several Camden schools had more than 12, there was some reduction overall, and OR offered to supply a list of GB sizes. since Covid, there had been a reduction in Governor volunteering. It was easier for large GBs to have effective (but low-attending) Governors. GBs should have no more than one third of staff (including the 	



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	<p>Headteacher) on them, to enable greater stakeholder representation.</p> <ul style="list-style-type: none"> • OR thought that 12-15 Governors would be a more effective number than the current 17 at Fleet. • there were different committee structures, which were used, including a 'circle model' (with no committees and all work done at FGB meetings), FGB with 1 Finance Committee, or up to 4 committees. The current committee model at Fleet seemed to work well. • OR agreed to supply questions for a GB survey and noted that further in-depth discussion would be more effective at a dedicated meeting. • an AGM would best be held at the last FGB meeting of the year, to discuss the effectiveness of the GB linked to school outcomes. <p>Through discussion, Governors highlighted:</p> <ul style="list-style-type: none"> • DM liked the current model, but noted that it was sometimes placed a heavy demand on his time, for reports, preparation and meetings. • the difficulty of Governors judging school effectiveness – OR advised ensuring that the Board asked insightful and challenging questions, which held the Headteacher and school to account, interrogating available data, and comparing the Head's report to outcomes, benchmarking to other schools where possible. • currently the diversity of Fleet's FGB did not represent its community – reducing the size of the GB would make that Board diversity harder to achieve. 	OR
8	FGB meeting dates 2023-24	
8.1	Governors noted the dates for remaining FGB meetings in 23-24:	
	<ul style="list-style-type: none"> • Monday 13.5.24 	<ul style="list-style-type: none"> • Tuesday 18.6.24

MB thanked everyone and closed the meeting at 8.00 p.m.

**AGREED AT THE 13.5.24 FGB MEETING AND SIGNED ONLINE BY
Marcus Boyland , Chair of Governors.**