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## Public Minutes of the Local Governing Board of Ravenscroft Primary School

**Date:** Thursday 30<sup>th</sup> January 2020

**Time:** 19.00pm

**Venue:** Ravenscroft School, Carson Road, London E16 4BG

**Present:**

Anush Begoyan	Co-opted Representative (Chair)
Patricia Regis	Co-opted Representative
Jakira Rowshan	Co-opted Representative
Natalia Karpukhina	Parent Representative
Elizabeth O'Connell	Parent Representative
Louise Baker	Staff Representative
Simon Bond	Headteacher

**In attendance:** Janice Faldo Clerk – Education Space

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### The meeting commenced at 7.20pm

#### 134. WELCOME / INTRODUCTIONS / APOLOGIES FOR ABSENCE / QUORUM

Governors and attendees were welcomed to the meeting. The absences of Graham Folkes and Veronica Nosiri were noted but not condoned. Governors noted that the meeting was quorate.

#### ACTION

- As Veronica Nosiri had not sent her apologies and not attended meetings over a 6-month period, it was **AGREED** that she should be removed from the Governing Board of Ravenscroft Primary School. Governors thanked Ms Nosiri for her previous support to the school and acknowledged her personal circumstances which has made it difficult to attend meetings.

#### 135. DECLARATION OF INTERESTS

There were no declarations of interest on any item on the agenda.

#### 136. PUBLIC MINUTES OF THE PREVIOUS LOCAL GOVERNING BOARD MEETING

The minutes of the meeting held on 28<sup>th</sup> November 2019 were **AGREED** as an accurate record and signed by the Chair.

#### 137. MATTERS ARISING AND ACTION LIST

**Min 124** – Declaration of Interest forms will be emailed to Jakira Rowshan and Graham Folkes.

**Min 127b** – discussed during minute number 138

**Min 129** - discussed during minute number 140d

#### 138. CONSTITUTION

The following Link Governors were agreed:

Safeguarding	Natalie Karpukhina
Looked After Children	Pat Regis
SEN	Elizabeth O'Connell
Training	Louise Baker
English and Maths	Anush Begoyan

**139. MATTERS OF NOTE FROM THE TRUST BOARD AND COMMITTEES**

There were no matters to report from Trust Board or Committee meetings.

**140. MAIN BUSINESS**

**a. Head Teacher Report**

Governors advised that they had received and read the report from the Head Teacher and the following points were highlighted:

- The Senco has resigned to take up a position in another borough close to his home and is currently in a handover period with a new Senco who was a Year 6 teacher and Science lead. Governors should be aware that there will be a slight cost implication due to having 2 Sencos for a month, however, the role of SENCO is so important to the school given the numbers of pupils with complex needs, and also in terms of the amount of revenue accrued by HNF pupils, that this is a justifiable cost given the need for a smooth handover and for the knowledge, expertise and insight that can be passed on.
- The Year 1 teacher and Geography lead has been appointed as Science lead.
- One member of staff is on maternity leave and has been replaced by an agency teacher.
- The outcome of the Section 8 Ofsted Inspection is that the school continues to be Good. The Inspectors felt that the school is a welcome and inclusive community. They acknowledged the good work in early years to ensure pupils are ready for Key Stage 1 and beyond including pupils with special educational needs. They noted that safeguarding arrangements in the school are effective. They felt that to improve leaders should strengthen the way Computing and History are planned and taught so that pupils acquire a deep understanding of important knowledge and concepts. They also felt that the school needs to ensure that no pupils are missing out on high-quality after school experiences that the school provides.
- The school has brought into Quality Mark which is a certification of how good the school is at what they are doing in early years. The Ofsted 8 Lead Inspector was so impressed with the quality of early years that he arranged for staff at his own school to come and see the work that is being carried out.

**Questions arising from the Headteacher's report:**

**Q.** Could you get support from the Trust for Computing and History?

**A.** A member of staff will be employed.

**Q.** How will you ensure that all pupils are experiencing after school activities?

**A.** We are looking into obtaining a piece of software that will analyse this area of the curriculum.

**Q.** How many after school clubs are available?

**A.** Approximately 25 different ranges of activities depending on the term. Agency staff get involved with the clubs but are not paid for it.

**Q.** Has the ratio of teachers to pupils declined?

**A.** No, we currently have the right number of teachers for the number of pupils on roll plus SLT and the Senco.

**Q.** Why have SEND numbers increased in Reception?

**A.** Ravenscroft has an excellent reputation for its work in SEND and have now become a school of choice for parents with children with SEND.

There being no further questions governors thanked the Head Teacher for his concise and informative report and asked for their congratulations to be passed onto the staff for the Ofsted outcome.

**b. Executive report**

There was nothing to report.

**c. Keeping Children Safe in Education Part 1**

As the document for signing was not available it was **AGREED** that Graham Folkes and Jakira Rowshan would sign to indicate that they had read and understood KCSIE Part 1 at the next meeting.

**d. Summer Event**

Governors **AGREED** with the school decision to organise a small fete to include stalls, art and crafts and refreshments during the summer term.

**141. STANDING ITEMS**

**a. Governor Visits and training**

Patricia Regis, Elizabeth O'Connell and Louise Baker reported that they have received training on RSHE (Relationship, Sex and Health Education) delivered by Education Space.

Pat Regis advised that she has visited a Year 5 English lesson and a Year 3 Mandarin and Music lesson with Elizabeth O'Connell. Pupils were full of enthusiasm.

Governors advised that they now want to observe learning in early years and track the progression into KS1 and 2. Natalia Karpukhina advised that she will be visiting Reception to look at science and Pat Regis will observe cookery which will be reported back at the next meeting.

**b. Policies**

There were no policies to approve or adopt.

**c. Safeguarding / Single Central Record**

Safeguarding was acknowledged as being effective at the recent Section 8 Ofsted Inspection. Natalia Karpukhina will review the Single Central Record during her visit to observe Science.

**d. Trustee Business Update**

There were no matters to report.

**142. AGENDA ITEMS FOR THE NEXT MEETING**

- Training on RSHE

**143. ANY OTHER URGENT BUSINESS**

There was no further business that needed to be discussed.

**144. DATE, TIME AND VENUE OF NEXT MEETING**

Governors noted the following meeting dates for the remainder of the academic year.

**Summer Term**

Thursday 12<sup>th</sup> March 2020 at 6.30pm (RSHE training session prior to the meeting)

**Summer Term**

Thursday 7<sup>th</sup> May 2020 at 7pm (training session prior to the meeting tbc)

Friday 10<sup>th</sup> July 2020 – Governors' Awards Day

There being no further business the meeting closed at 8.20pm.

Signed: .....

Date: .....

Anush Begoyan  
Chair of Governors