
Public Minutes of the Local Governing Board of Ravenscroft Primary School

Date: Thursday 9th May 2019

Time: 19.00pm

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

Present:

Anush Begoyan	Co-opted Representative (Chair)
Graham Folkes	Co-opted Representative (Vice Chair)
Patricia Regis	Co-opted Representative
Natalia Karpukhina	Parent Representative
Elizabeth O'Connell	Parent Representative
Louise Baker	Staff Representative
Simon Bond	Head Teacher

In attendance: Janice Faldo Clerk

The meeting commenced at 7.15pm

102. Welcome / Introductions / Apologies for absence / Quorum

Governors and attendees were welcomed to the meeting. Apologies were received and condoned from Jakira Rowshan. The absence of Veronica Nosiri was noted but not condoned. Governors noted that the meeting was quorate.

103. Declaration of interests, pecuniary or otherwise in respect of items on the agenda

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

104. Public minutes of the previous federated local governing board meeting

The minutes of the meeting held on 26th February 2019 were **AGREED** as an accurate record and signed by the Chair with no matters arising.

105. Matters arising and action list

Min 96 – Governors advised that they had read the Trust Board documents that were presented at the last meeting and no questions were raised.

Min 97 - Governors advised that they had studied the Head Teacher's report in more detail and there were no questions were raised.

Min 98 – Governors confirmed that they have submitted training certificates for central filing.

106. Constitution

It was noted that Louise Baker's term of office as a staff governor ends in the autumn term. The Head Teacher advised that an election will take place. It was acknowledged that, for future appointments of co-opted governors, the LGB requires members with skills and/or backgrounds in HR and education.

107. Trust Update

Governors received the following updates:-

- Governors were advised that the Chief Finance Officer has resigned from his position and the Trust has employed the services of Academies Finance Limited.
- The Trust has carried out Health and Safety audits in all schools.
- The CEO has visited all schools within the Trust and carried out learning walks with Head Teachers. He also checked the SCR (Single Central Record).

108. Main business

a. Head Teacher Report

Governors considered the report of the Head Teacher and the following points were highlighted:-

- The School Improvement Partner visited last term. She met with staff and scrutinised documentation and pupils' work. She noted that the end of key stages for 2018 were above national and compared favourable with schools in the Trust except for Higher Attaining (HA) combined at KS2. The Head Teacher is well aware of this issue and has taken steps to ensure this will not be the case this year. Further to the SIP's review of the high rate of fixed term exclusions, the Head Teacher has prepared a detailed report analysing when and why exclusions have taken place over the last 4 years. One of the key strengths from the report was that the foundation subjects' curriculum is clearly mapped for all year groups. Areas of development are subject leaders' understanding of data and monitoring and evaluating the subject leaders' plan.
- The Head Teacher's mid-year appraisal has taken place.
- Pupils are on track to achieve predicted levels of GLD. Phonics is currently at 84% against an expected end of year of 89% and KS2 are currently on track to meet all predictions of pupils achieving age expected attainment.
- Teachers continue to deliver good and outstanding teaching.

Question arising from the Head Teacher's report:-

Q. Were there any concerns arising from the CEO's visit?

A. He felt that there was too many scaffolding sheets in some of the pupils' books. SLT will review this concern.

Q. How many HA pupils are there in the school?

A. 11% is the national average, however Ravenscroft have more across both key stages.

DECISION

- Fixed term exclusion report to be presented at the next meeting and yearly reports henceforth.

There being no further questions governors thanked the Head Teacher for his concise and informative report.

b. Budget Monitoring

This item was deferred in the absence of the CFO.

c. Finance Audit

This item was deferred in the absence of the CFO.

d. Governance Handbook

The latest edition of the Governance Handbook March 2019 was noted.

e. Remote Meetings

Further to minute 99b from the previous meeting, governors advised that they have considered the option of remote meetings but felt that it is preferable for governors to meet in person which is ultimately more interactive.

DECISION

- It was unanimously **AGREED** that meetings should continue in the current format, however the option of remote access will remain open in exceptional circumstances.

109. Standing Items

a. Governor Visits and training

No visits or training has been undertaken since the last meeting. Governors were signposted to on-line training that is available.

b. Policies

There were no policies to agree or adopt.

c. Safeguarding/Single Central Record

The CEO has inspected the Single Central Record for this term and found all to be in order. Louise Baker will carry out a governor check later this term.

110. Agenda Items for the Next Meeting

- Executive Report

111. Any Other Urgent Business

There was no urgent business that needed to be discussed.

112. Date, Time and Venue of Next Meeting

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

Summer Term

Saturday 15th June 2019 – Governors Away Day

Friday 19th July 2019 – Governors' Awards Day

There being no further business the meeting closed at 8.45pm.

Signed:

Date:

Anush Begoyan
Chair of Governors