
Public Minutes of the Local Governing Board of Ravenscroft Primary School

Date: Thursday 10th May 2018

Time: 7.00pm

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
Jakira Rowshan	Co-opted Representative
Louise Baker	Staff Representative
Simon Bond	Head Teacher

In attendance:

Steven Lock	Chief Operating Officer (for item 68)
Jagdeep Ghataore	Chief Finance Officer (for item 65c)
Janice Faldo	Clerk

61. Welcome / Introductions and apologies for absence

Governors and attendees were welcomed to the meeting. The absence of Veronica Nosiri was noted and condoned.

62. Declarations of interests, pecuniary or otherwise in respect of items on the agenda

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

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

The minutes of the meeting held on 8th March 2018 were **AGREED** as an accurate record and signed by the Chair.

64. Matters arising and action list

Min 55a – Governor for Head Teacher mid-year Performance Management arranged.
Min 55b – This was covered in the CFO update.

There were no further matters arising from the minutes.

65. Main business

a. Parent Governor

Governors noted that Mr Masum Miah has resigned from the LGB due to health reasons. The Head Teacher will arrange another election and approach the parent who was also interested in becoming a governor during the previous election.

b. Head Teacher Report

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

- The Trust have employed a School Improvement Partner (SIP) who carried out a visit last term to meet staff and familiarise herself with the school. She noted the strengths of the school including the Head Teacher being aware of what areas need developing, effective working walls in most classes and outcomes in all key stages are good. She will focus on EYFS at the next visit.

- 2 members of staff are leaving at the end of the academic year.
- There is a reduction of one Assistant Head Teacher post.
- Three Phase Leaders positions are being created and the teachers filling these posts will do so on their current salary ultimately resulting in more value for money and a more meaningful role for them. They will be able to develop their career further.
- The school will be paying for the Assistant SenCo to undertake the NASENCO qualification.
- The two trainees who carried out their training at the school will be remaining at Ravenscroft for their NQT year. However the school has not managed to recruit a School Direct trainee for the next academic year.

There being no questions, governors thanked the Head Teacher for his report.

c. Verbal update from the Chief Finance Officer

The CFO highlighted the following points:-

- Further to a query at the previous meeting, the CFO confirmed that he has had lengthy discussions with the Trust auditors and pleased to inform governors that individual schools do not need to be concerned about funds put aside for buildings depreciation.
- The budget will be completed by 25th June 2018.

66.

Trust Polices

Governors noted the following polices which have been ratified by Trustees on 14th March 2018:-

- Admissions Policy
- Behaviour and Discipline Statement
- Business Charge Card Policy
- Central Funding and Appeals Policy
- Complaints Policy
- Data Protection Policy
- Dealing with Allegations of Abuse Against Teachers and other Staff Policy
- Equality and Diversity (Pupils) Policy
- Equality and Diversity (Staff and Trust Officers) Policy
- Freedom of Information Policy
- Gifts and Hospitality Policy
- Health and Safety Policy
- Information Management Policy
- Local Governor Induction Policy
- Safeguarding and Child Protection Statement
- Staff Expenses Policy
- Trustee and Local Governor Expenses Policy
- Whistleblowing Policy
- Governor and Trustee Visit Policy

67. Standing items

a. Governor Training

Jakira Rowshan reported that she has attended training on Handling and Resolving Complaints, RE Collective Worship and Safeguarding Children in Education. Louise Baker, training link governor distributed upcoming training information.

b. Policies

This was covered in item 66.

c. Safeguarding/Single Central Record

There were no issues to report.

68. Governors to Note

a. Members and their responsibilities

Governors received and noted information on the responsibilities of Members.

b. Trustees and their responsibilities

Governors received and noted information on the responsibilities of Trustees.

c. Executive Team and their responsibilities

Governors received and information on the responsibilities of the Executive Team.

Q. Is there a limit to how many schools will be admitted to the Trust?

A. The Trust is more focussed on financial stability rather than viability. 12-15 schools is the number to be financially viable. The Trust already has 7 schools and 5000 pupils. As the Trust grows certain functions carried out within schools will be amalgamated into one central area to create efficiencies. The school will also be looking at taking on strong schools to bring capacity to the Trust to be able to support struggling schools in the future.

Q. Can schools be imposed on the Trust?

A. The DfE would approach the CEO for what capacity the Trust has to support a failing school. However the Trust do not currently feel in a place to take on another failing school.

Q. Is there any intention on job losses?

A. The Trust do not condone job losses. In some instances certain positions will be amalgamated however this will be done via natural wastage.

The Chief Operating Officer and Chief Finance Officer left at this point.

Governors expressed concerns that the Trust had grown to 7 schools without their knowledge and felt that formal communication should have been carried out with all stakeholders. Governors noted their initial understanding, prior to Ravenscroft agreeing to join the Trust, was that only outstanding/good schools would be allowed to join, however a failing school has been accepted into the Trust. Governors also felt that job positions are not safe and that Ravenscroft may ultimately lose their independence within the Trust. The Clerk pointed out that Ravenscroft have representation on the Board of Trustees.

ACTION

- Patricia Regis, Trustee, to ascertain immediate short and long term plans of the Trust in regards to expansion and report back to governors.

69. Governor suggestions for future agenda discussions

There was no particular business that governors wanted to discuss.

70. Any other urgent business

There was no additional business that needed to be discussed.

71. Date, time and venue of next board meeting

The Governors' Prize Giving day was noted as Friday 20th July 2018 – time to be confirmed.

72. Close of meeting

There being no further business, the meeting closed at 8.30pm.

Signed:

Date:

Anush Begoyan
Chair of Governors