

Holly Park School – Chairs Committee Meeting Agenda

Date: Friday 22nd March 2024

Invited:- Ann Pelham, Clare Hegarty, Rhonda James

Apologies:- Annemarie Thomas, Gemma Morgan, Claire Powell

AGENDA ITEMS	KEY DISCUSSION POINTS	ACTION (who? /timescale?)
<p>Actions/Matter Arising from last meeting (in blue throughout document)</p> <p>Next term invite vice chairs to the chair committee meeting once all vice-chairs have been appointed.</p> <p>F&P Vice Andrea Messios</p> <p>T&L Vice Claire Powell</p> <p>SP&W Vice (Atia Rafiq appointed since last meeting).</p>	<p>Vice chairs now all in place.</p>	<p>Invite all vice chairs to next meeting on 17th July at 8am.</p>
<p>Strategic Discussions</p> <p>post OFSTED</p> <p>Items from Chairs briefing:</p> <p>Wrapround care</p> <p>Nursery hours</p>	<p>Ann noted 3 things that may come up in targets for improvement: consistency, children remembering things for longer and misconceptions.</p> <p>Consistency can be hard to do 100% as we need to take into account different teachers, styles etc.</p> <p>Children remembering things for longer – Maria and Emily attended DT/AHT meeting and found some useful information and ideas around this to us going forward. Emily has led a staff inset incorporating some of this this week.</p> <p>One staff Inset summer term will be a staff meetings for teachers will be around shape of school day, looking at times of assemblies and breaks/lunchtimes to see if we need to change these now Ofsted is over</p> <p>Will also be looking at some blue sky thinking for all staff ahead of next September.</p> <p>Over 80% of Barnet schools offer wrap around care – we are in this figure.</p> <p>We offer wraparound car 8am-6pm. Our current after school club provision is an outside company and we will be increasing rent by 2% from September. Rent is currently paid monthly over 12 months with an option to run a holiday club. If current provider did decide to leave we would look at getting another outside provider to run the afterschool club.</p> <p>We will not gain any grant funds for wrap around care as this is for start-ups.</p>	<p>The school will complete school improvement plan during the summer term.</p> <p>School will go forward with any feedback from Ofsted report in September.</p>

	<p>Governor asked if our current provider did not want to run any holiday clubs could they negotiate pricing? Possibly, this has been the same for last 7 years but the provider has chosen to not run any holidays clubs. We could look at redrawing contact to not include the summer holidays.</p> <p>We will not benefit from any grants for the nursery as we do not take children under 3 years old. There has been an increase in funding from child it will now be £6.23 per hour.</p> <p>We previously budgeted £89k for extended nursery but we only made £56k. We have a nursery nurse leaving at Easter and we will not be replacing her.</p> <p>From September it is likely in nursery we will have 3 adults in the morning and 2 adults in the afternoon, this will limit places to 39 in the morning and 26 in the afternoon. We will need to think about nursery layout from September due to the staff numbers and possibly think about moving reception in the nursery building and nursery using one reception class.</p>	<p>Look at After school contract and discuss with Caroline and probably remove the part about holiday camps</p>
<p>Budget 24/25</p>	<p>Ann and Mike the school accountant have look at the budget and have done most of it so far. It is balanced at present. Year end will be done after the Easter holidays.</p>	<p>Governor ratification 20th May</p>
<p>School library update</p>	<p>We will be looking at £20k-£25k in total. Meeting with PTA went well and they have agreed to give £10-£15k and will be asking the Friern Barnet Trust for £5k and rest from crowdfunding which Otto will look to set up. The library will cost around £18k this is without any decoration, carpets etc. There will be a short video filmed by a parent to advertise the funding for the library and Andrea is looking into a trust that provides funding towards books.</p>	<p>Get crowdfunding underway – 7th May for 3 weeks</p> <p>Choose library company</p> <p>Work to be done in August and we have been advised that it will take around 3 days.</p>
<p>Items to add to governor impact report Action: Ann to add report to Governor Hub</p>	<p>Govs have impacted with: Ofsted, governor safeguarding, link reports, library, budget decisions and speaking to subject leaders,</p>	<p>Ann to update impact form again on the Hub with these new additions Add to this at July meeting</p>
<p>Governance Action Plan Clare to amend/update governance action plan and post on Governor Hub Outstanding: Review of committee effectiveness</p>	<p>Clare has updated and rag rated.</p> <p>Effectiveness of committee is good but possibilities to improve.</p>	<p>Rhonda will look into this.</p>

Diversity of FGB	This has improved but still room for improvement on this. We only have one male governor at present. The diversity is hard to manage/change as governors are not elected by the school if there is a ballot required. Currently the governing body is full	
Governors skills audit – due July 24?	This was done last summer and can run again this year.	Will be sent out after Easter and run by Rhonda Discuss at July meeting
Governor Recruitment, succession and planning No end of terms within next 12 months	No vacancies at present.	
Agendas for committee meetings summer term	Finance meeting look at school budget, spring term census, review of school risk register and risk assessments. Other committee meetings have standard items.	Ann to prompt chairs and remind them of meeting dates for next term
FGB Training for the Summer term	Training on EAL, Emma will be doing a project around this so will provide some training for governors.	EAL training at 6.30pm on 8 th July
Governor presentations for July meeting	Atia – diversity, Otto health & Safety Claire wider curriculum.	Clare H to inform those govs who will do a report
Learning Walk themes for Summer term x 3 (Include one missed)	The next 3 learning walk themes will be: April - working scientifically, May - resilience June - campaign to change July will be a review of the year	Ann to update the calendar on the Hub
Policy List review	None required	
Directors report - any relevant items for discussion – Included in strategic discussions	None required as discussed above	
AOB	Agenda for 17 th July will include: governor impact calendar review skills audit review governor effectiveness Plans for next year.	