



**BRODETSKY PRIMARY SCHOOL GOVERNING BODY**

Minutes of the meeting held on Thursday 15 March, 2018 at 15:30

<b>PRESENT</b>	Lisa Baker (LB) (Vice-Chair)	Susy Jagger (Executive Headteacher) (EHT)
	Cllr Dan Cohen (DC)	Henry Cohen (HC)
	Alan Dunwell (AD)	Carolyn Glynn (CG)
	Rabbi Kleiman (JK)	Rebecca Skolnick (RS)

**IN ATTENDANCE:** Sharonjit Bhogal (SB), Deputy Headteacher (DHT)  
Lindsay Seaton (LS)  
Sagi Yechezkel (SY)  
Manjit Hare (MH), School Business Manager (SBM)  
David J Israel (Clerk)

**0318-01 WELCOME, APOLOGIES AND ANY NEW DECLARATIONS OF INTEREST**

- Apologies were received, and accepted, for Jason Broch (JB) (Chair) and Lisa Lee (LL).
- Governors wished the chair a speedy recovery from his recent operation.
- There were no new declarations of interest.

**ACTION**

**0318-02 MEMBERSHIP MATTERS AND GOVERNOR DEVELOPMENT**

Governors welcomed CG to her first full governing body meeting. They noted too she had already been working within the Resources committee. Governors noted too that CG would be appointed as local authority (LA) governor, replacing LB, who would become a foundation governor. This would leave the school with a full governing body of ten members.

**0318-03 MINUTES OF LAST MEETING**

The minutes from the meeting held on 7 December, 2017 had been received.

**Resolved:** That the minutes of the meeting were a correct record and the Vice-Chair be authorised to sign the minutes accordingly.

**0318-04 MATTERS ARISING**

- 0217-12** As the decision on a pupil admission number (PAN) of 30 has been implemented, informed by budget projections, the five-year budget projection was no longer needed.
- 1610-09** MH has forwarded the summary of the work of the Recourses committee to JB.
- 1610-09** JB will meet with remaining governors to review their effectiveness in the previous year.
- 0917-16** The clerk did re-send details of how the local authority can represent the school during school appeals.
- 1217-04** SY has created Brodetsky email addresses for governors.



**Brodetsky Primary School  
Governing Body Documents**

**1217-08** See if health data collected at beginning of academic year can be shared with school.

**1217-09** Special Education Needs and Disabilities (SEND) annual report is being reviewed by the Pupil Support (PS) committee at their meeting next week.

**1217-11** Approach Friends of Brodetsky for purchasing of *mezzuzot*. Present nursery funding scenarios to resources committee. The EHT confirmed that the school's fixed insulation is not a fire risk. In doing this assessment a new risk was identified which is being assessed next week.

- Cllr Cohen noted that the formal name of the school was Brodetsky Primary School, not Brodetsky Jewish Primary School. It was agreed that the word Jewish be removed from the school's name where it appeared in agendas, minutes, policies etc moving forward.

**0318-05 GOVERNOR DEVELOPMENT**

Cllr Cohen has attended training on safeguarding and understanding school data. There is also training available to governors on 23 May on safer recruitment.

**0318-06 AREA INCLUSION PARTNERSHIP (AIP) AND PARTNERSHIP WORK**

The EHT reminded governors that the school had signed up to remain part of the AIP. Indeed they recently had need to use its services, which would be reported on at next week's PS meeting.

**0318-07 POLICY REVIEW**

Governors noted that the issue with policy errors due to the recent virus and server issues has now been resolved.

The governors considered the Early Years Foundation Policy previously circulated to them. The only amendment was to remove the word 'Jewish' from within the school's name.

**Resolved:**

Subject the amendment above to approve the policy as presented.

**0318-08 SCHOOLS FINANCIAL VALUES STANDARD (SFVS)**

Governors noted that, as chair of Resources, Henry Cohen had signed off the completed SFVS, and that this has been submitted to the LA.

**0318-09 SCHOOL BUDGET**

Governors reviewed the previously circulated paper titled 'Projected Financial Position for 2017-18'. They noted the projected surplus for this year of £28,875 would be set off against the deficit of £83,491 carried forward from the previous year. This leaves a deficit to carry forward of £54,616.

**JB**

**SY & AD  
Resources**

**EHT**

**Clerk and  
staff**



**Brodetsky Primary School  
Governing Body Documents**

They noted too that the nursery would not be able to increase its numbers because it is not able to afford to offer the full thirty hours free childcare. They are only able to afford to provide the statutory fifteen hours.

In addition, there are increased staff costs to cover classes with over 30 pupils from the previously higher PAN. Changes to staffing in these year groups to save money would have a serious and direct impact on the educational standard provided to the pupils, which governors were not willing to countenance. This situation would be reviewed at the next teaching and learning (T&L) committee meeting.

T&L

**0318-10 SAFEGUARDING/CHILD PROTECTION**

Governors requested that this item be fully explored at the next PS committee meeting, with a report back to the next governors meeting.

PS

**0318-11 PARENTAL ENGAGEMENT**

This item was delegated to the PS committee. It was noted that the current parents' evenings had a 95% take-up, with any missing parents being followed up.

PS

**0318-12 REVIEW OF INFORMATION ON THE WEBSITE**

This has been completed by the DHT and Sagi Yechezkel, and governors thanked them for their hard work to bring the site up to standard.

**0318-13 EXCEPTIONAL ITEMS TO REPORT FROM GOVERNORS**

There were no items to report not covered elsewhere on the agenda.

**0318-14 ADMISSIONS AND TERM DATES**

Governors noted the policy and calendar were both on the school's website. Dates for the following academic year would be brought to the July meeting of governors.

Agenda

**0318-15 GOVERNOR MONITORING OF SCHOOL IMPROVEMENT PLAN (SIP) PRIORITIES**

Whilst noting that this is done, and reflected in the notes of, the sub-committees of the full governing body, governors agreed that it should be formally reported on, through the EHT report, at governors.

EHT

The DHT noted that she and the chair had reviewed the SIP in full in February, with resultant actions already being implemented.

**0318-16 QUESTIONS ARISING FROM THE HEADTEACHER'S REPORT**

Governors asked about the particularly low attendance in year 4, with nineteen children below expected attendance. Before Christmas there were a large number of children off with infections, so much so that advice was sought from environmental services to do a deep clean of the school. In addition, there were a number of big family events which took children out of school. The absences are all being monitored and parents reminded of their responsibilities. Governors asked if



## Brodetsky Primary School Governing Body Documents

this was a problem with this cohort of children? This will be looked into and reported back.

Governors asked how many pupils had made Brodetsky their first preference? 33 against the thirty PAN. It was noted the school has made an 'as needed' arrangement with the LA to represent them at any appeals.

Governors praised the increase reported in sports and music, noting they had also had positive anecdotal feedback from parents on these areas.

They asked if all the agencies on campus were cooperating with the campus review? They are, but there has to be caution with regards to possible funding through the LA coordinated voluntary aided programme (LCVAP). The last one was ten years ago and the campus, as a whole, is very different now to how it was. Even though the underlying challenges still exist, these may be lost amongst the additional elements recently added to the campus, as well as the increased square footage.

The EHT explained she had taken advice from the Community Security Trust who confirmed that the risk presented by the open nature of the radio channel is minimal. In addition, the school was now fully compliant with the licences required for the radios too.

Governors asked that in addition to pupil premium numbers being reported in the pupil support committee notes, they are also reported in the EHT report.

Governors asked about the preparedness of the school for the incoming general data protection regulations (GDPR)? The EHT noted that the family of schools is proposing to employ a person as the Data Officer for all the schools which, being shared by all the schools, will keep costs to a minimum. It is envisaged this role will also cover, where appropriate, the other campus tenants.

Finally, governors praised the staff team for the excellent way they handled the difficult conditions with the recent heavy snowfall.

### 0318-17 COMMITTEE REPORTS

The pupil support and *limmudei kodesh* (Jewish Studies) committee meetings are being held next week.

The teaching and learning committee met on 24 January and is doing so again next week. They reviewed preparations for SATs and noted that the proposed handwriting scheme has been purchased.

The finance committee met on 19 February, with particular attention paid to the predicted deficit this year. They noted too that if voluntary contributions were better paid by parents, this would go a long way to resolving the deficit and

DHT

EHT



**Brodetsky Primary School  
Governing Body Documents**

potentially stave off staff reductions. Carolyn Glynn and Gabby Rosenberg were thanked for taking on the task of contacting parents to remind them of the importance of making their voluntary contributions.

**0318-18 VICE-CHAIR’S BUSINESS**

There were no items to report.

**0318-19 CLERK’S BUSINESS**

The clerk drew the attention of governors to the forthcoming briefing session on ‘Raising Aspirations for All’ on Tuesday 20 March, and the other training available to governors.

**0318-20 ANY OTHER URGENT BUSINESS**

There were no any other items of urgent business.

**0318-21 DATES OF NEXT MEETINGS**

**12:15 - 25 April, 2018 with School Council**

**17:30 - 19 July, 2018**

The Chair closed the meeting at 16:36

Minute...	Action agreed	By
1610-09	Meet with each governor to review effectiveness in the previous year	JB
1217-08	See if health data collected at beginning of academic year can be shared with school	JB
1217-09	Review SEND annual report	PS C’ttee
1217-11	Approach Friends of Brodetsky for purchasing of <i>mezzuzot</i>	SY & AD
	Present nursery funding scenarios to resources committee	Resources
	Assess newly identified fire risk	EHT
0318-04	Remove the word Jewish where it appears in documents about the school	Clerk and staff
0318-09	Review staffing on higher PAN classes	T&L
0318-10	Safeguarding and Child Protection review	PS
0318-11	Parental engagement review	PS
0318-14	Term dates for 2019-20 to be brought to July governors	Agenda
0318-15	Add details of SIP reviews into EHT report	EHT
0318-16	Add details of PP into EHT report	EHT