



BRODETSKY PRIMARY SCHOOL GOVERNING BODY

Minutes of the meeting held virtually on Tuesday 15 July, 2021 at 18:00

PRESENT Jason Broch (JB) (Chair) Susy Hardacre (Executive Headteacher) (EHT)
 Adam Baxter (AB) Lisa Baker (LB)
 Dan Cohen (DC) Carolyn Glynn (CG)
 Rachel Gould (RG) Rabbi Kleiman (JK)
 Rebecca Skolnick (RS)

IN ATTENDANCE: Lindsay Seaton (LS)
 Sagi Yechezkel (SY)
 Manjit Hare (MH), school business manager (SBM)
 David J Israel (Clerk)

0721-01 Welcome, apologies and declarations of interest

- The chair welcomed governors to the meeting
- Apologies were received, and accepted, for Sharonjit Bhogal (SB) (deputy headteacher (DHT)) and Henry Cohen (HC).
- The standing declaration for Jason Broch and Dan Cohen as governors of Leeds Jewish Free School (LJFS) was noted.

ACTION

0721-02 Membership matters and governor development

The EHT noted that RS had been the only staff member who had stood for election as staff governor, and so had been duly elected.

Carolyn Glynn’s term of office was noted to end in December 2021.

0721-03 Minutes of last meeting and matters arising

Resolved:

That the minutes of both the 18 March, 2021 and 25 June, 2021 (with the School Council and Eco-Council) meetings were accepted as a correct record and the chair was authorised to sign these minutes.

- 0718-07** The ask and finish group has completed the review of the SRE policy. Governors thanked Sagi Yechezkel, Louisa Simons and the EHT for their hard work on this.
- 0121-06** The EHT will confirm the one-page summary of the SDP has been added to the school website
- 0321-02** Staff governor elections have been held as noted above
- 0321-04** The headship team worked closely together to support each other; whilst external support was available, they did not need to use it
- 0321-05** The updated plan for the special education needs and disabilities (SEND) coordinator (SENDCo) is contained in the headship team’s report
- 0321-08** The clerk did send a template for written behaviour principles

EHT



Brodetsky Primary School
Governing Body Documents

0321-09	The health and safety (H&S) policy was reviewed with no changes needed	
0321-10	The annual review and monitoring report (ARM) was completed, reviewed and submitted to the local authority (LA)	
0321-11	A presentation to the teaching and learning (T&L) committee on updates to EYFS compliance will take place next term	T&L
0321-15	The annual H&S walk has been completed	
0621-02	Chair to liaise with Brodetsky Link around raising money to help address the leaks in the classrooms and corridors	JB
	The EHT noted vegetable portion size and variety would be reviewed as part of the overall menu review for the new academic year	
	The Eco-Council (EC) will consider ways to encourage parents not to park cars outside school on yellow lines and/or leave their engines on	EC
	The Eco-Council (EC) will lobby for a teacher and volunteer rota to do litter pick-ups across the school	EC
	The <i>limmudei kodesh</i> committee will discuss the issue of more <i>Ivrit</i> (Hebrew language) lessons	LK
	The T&L committee will review the school homework policy	T&L
	School Council (SC) will seek a suitable way to remind children to tell teachers as soon as possible if they are sad or feel unsafe	SC
	The EHT noted that the locks on toilet doors would be repaired during the holidays	EHT
0621-03	The clerk will ask colleagues in the LA about carbon reduction grants	Clerk

0721-04 Questions arising from the headship team’s report

Governors noted the previously circulated report. They asked if the school will be staffed properly for September? The EHT noted that it has been a difficult process re-organising the school’s staffing. She was pleased to report that there had been no compulsory redundancies in the changes. She noted that Mrs Bhogal leaving has led to some last-minute amends, but it has also allowed a refresh of staffing and responsibilities, with younger staff, alongside experienced staff, taking on new responsibilities. Sge confirmed the appropriate staffing ratios would be in place for the new year, as well as specialist SEND support where needed. Staff will, she said, need time to embed into their new roles. Whilst the Jewish holidays will make that a little trickier, she is confident it will happen. Governors asked if she had a date in mind for when all staff positions will be finalised? She said she doesn’t have a hard and fast deadline, as it is important to make sure that people are settled in and in the best places possible. She has an unofficial target aim to do this by October half-term if not earlier.

Governors praised and thanked her, the headship team, and the whole staff team, for their exceptional hard work over a very challenging year. They noted that people will not have seen, or can appreciate, just how hard the work has been to keep the school appearing to run normally. They also particularly noted the contribution that Sharonjit Bhogal has made to the school over the last eleven years, especially during some very difficult times.



**Brodetsky Primary School
Governing Body Documents**

0721-05 Governor monitoring of school development plan (SDP)

Governors noted that this had been reviewed thoroughly in the recent T&L committee meeting.

0721-06 Committee reports

Governors noted the previously circulated *LK* minutes of 13 May, 2021 and detailed report. Governors thanked the whole *LK* team for ensuring that through the last fifteen months, they ensured that the unique Jewish nature of the school was kept at the forefront of the school's work.

The finance meeting of 26 May, 2021 focus was the deficit action plan, which has been submitted to, and accepted by, the LA. The committee noted the school may have to delay use of the grant for roof repairs whilst attempts continue to find the exceptionally high amount of money the school must contribute. There may be a need to extend the deadline to next year to allow the school to raise these funds. Governors requested that AB be included in all matters relating to the roof.

They also noted a working group is exploring the expansion of nursery provision to meet the needs of then community and the potential to raise more funds needed for the school. They are looking at allowing children to join nursery from either six or nine months old, and extending opening hours to better match working hours and extend to out-of-term provision. Governors noted the concern that Brodetsky is only one of a very few schools in Leeds which is running a deficit.

The T&L report focussed on a strategy from September around how catch-up will continue, particularly for children with disadvantages (DPs) and those who didn't engage with home learning. The transition of year groups will be the start of this process. Writing and maths will be two key focuses across the school, including additional support being made available over summer. The school's self-evaluation form (SEF) and school development plan (SDP) will reflect it is in the Ofsted window.

0721-07 Safeguarding and child protection

The EHT confirmed that a new designated safeguarding lead (DSL) in place of SB will be appointed from September. She also noted this will have a resource implication. The relevant policies and posters will be updated once this decision is in place. The governor safeguarding lead will also be involved in these determinations. There is safeguarding training for staff on 1 September. which governors were encouraged to attend as well.

0721-08 Latest risk assessment (RA) and risk register update

The EHT advised that LA advice is to remain with the current RA despite central government changes, especially as there are so few days left of school. The RA will be reviewed in time for the opening of school in September.

SBM



Brodetsky Primary School Governing Body Documents

The risk register will also be reviewed in September, with staffing still a key risk due to ongoing isolations, often through circumstances at home rather than school.

0721-09 Policies for review

Governors considered the policies submitted for this meeting.

Resolved:

Governors adopted the following policies as tabled:

- Behaviour and anti-bullying
- Complaints
- Early years foundation stage
- Equalities
- Health, wellbeing and relationships education
- SEND and inclusion

Governors asked if the school's use of closed circuit television (CCTV) is specifically, and properly referenced, in its policies? The EHT confirmed it was part of the school's user agreement with Community Security Trust (CST) and Gough and Kelly (G&K), the camera operators and monitors, and is contained within their general data protection regulations (GDPR) policy. They asked if the GDPR policy specifically mentions that the CCTV system is owned and monitored offsite by CST and G&K? They asked too how the school assesses the GDPR aspect of this offsite monitoring? CG said she would review this alongside the SBM, and liaise with other campus occupants. Governors did note that the use of the CCTV images is specifically referred to in the school's privacy notice.

CG and
SBM

0721-10 Admission arrangements

The EHT, DC and Sarah Ferguson from the Chief Rabbi's office have a meeting with the LA in September to explain how elements of the school's policy works in line with the school's foundation, and is a legal policy.

0721-11 Arrangements for performance management of the headteacher

Dates are being set for JB, DC and CG to carry this out.

0721-12 Educating for Impact (Efi) update

SY reported that the project is still making great progress, in spite of lockdown, with Efi being very happy with the work of the school. They were especially pleased with the appointment of Naomi Goldman as education outreach worker, noting she is making great impact within the wider Jewish community through work with The Zone, Donisthorpe and Leeds Jewish Housing Association (LjHA). As examples of her work, over *Shavuot* flowers were sent to residents of LjHA; she is seeking to bring young people to work alongside LjHA residents around the theme of *chesed* (kindness); and is looking towards the *yamim noraim* (high holy days) and *Chanukah* for work in the community. The cross-community *Purim* activities were successful and *Pesach* involved helping young people learn how to lead their own *Seder*. The school is hoping that Efi will extend funding for both an element of SY's work, as well as Naomi Goldman's, for



**Brodetsky Primary School
Governing Body Documents**

another year. There was also formal thanks to RS, whose work on this project continued even through her maternity leave.

0721-19 Chair’s business

The chair, with permission from the sender, read an email from staff member Julia Graham about her recent illness and the amazing support she received from the school, particularly SB and LS. Governors thanked those staff, and the school, for the support they gave her.

0721-20 Clerk’s business

The clerk drew the attention of governors to the training available to them through governors’ support services and the support available through [The Key for School Governors](#) online advice and guidance on a wide range of topics.

0721-21 Any other urgent business

There were no other items of business.

0721-22 Dates of next meetings

Dates for next year are still to be set.

The chair closed the meeting at 19:23

Action Tracker

Minute	Action agreed	By
0121-06	Check the one-page summary of the SDP is on the school website	EHT
0321-11	Short presentation to the teaching and learning committee on updates to EYFS compliance in autumn	T&L
0721-06	Governors requested that AB be included in all matters relating to the roof	SBM
0721-09	Review CCTV inclusion in policies, and liaise with other campus occupants	CG and SBM

Action Tracker from meeting with School Council (SC) and Eco-Council (EC)

Minute...	Action agreed	By
0621-02	Raising money to help address the leaks in the classrooms and corridors	JB
	Cars parking outside school, on yellow line s and leaving their engines on	EC
	Teacher and volunteers to do litter pick-ups	EC
	Discuss chance of more Ivrit (Hebrew language) lessons	LK
	Review the school homework policy	T&L
	Reminding children to tell teachers f they are sad or feel unsafe	SC
	Fixing toilet door locks	EHT
0621-03	Send through carbon reduction grant details	Clerk