



BRODETSKY PRIMARY SCHOOL GOVERNING BODY

Minutes of the meeting held virtually on Tuesday 18 March, 2021 at 17:00

PRESENT Jason Broch (JB) (Chair) Adam Baxter (AB) (from item 0321-03)
 Lisa Baker (LB) (from item 0321-04) Carolyn Glynn (CG)
 Henry Cohen (HC) Rachel Gould (RG)
 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)

	ACTION
<p>0321-01 Welcome, apologies and declarations of interest</p> <ul style="list-style-type: none"> The chair welcomed governors to the meeting Apologies were received, and accepted, for Susy Hardacre (Executive Headteacher) (EHT), Dan Cohen (DC) and Rabbi Kleiman (JK). The standing declaration for Jason Broch and Dan Cohen as governors of Leeds Jewish Free School (LJFS) was noted. 	
<p>0321-02 Membership matters and governor development</p> <p>SB noted that plans are in place for staff governor elections for early in summer term.</p>	SB
<p>0321-03 Minutes of last meeting and matters arising</p> <p>Resolved:</p> <p>The minutes of 19 January, 2021 meeting were accepted as a correct record and the chair was authorised to sign these minutes.</p>	
<p>0718-07 Task and finish group will complete the review of the SRE policy at beginning of summer</p>	
<p>0121-04 The annual staff survey has been completed</p>	
<p>0121-06 The one-page summary of the SDP will be added to the school website before <i>Pesach</i></p>	SB
<p>0321-04 Headship team’s report</p> <p>Sharon Bhogal led governors through the previously circulated report from the headship team. She was pleased to note that the school will be part of the northern teacher training hub of London School of Jewish Studies (LSJS). There are six schools in the cluster (King David in Liverpool, Manchester and Birmingham, Glasgow, North Cheshire and Broughton). Rebecca Skolnick will lead on this project for the school. Governors asked if good practice will be shared across this network, especially around teaching and learning? Sharonjit Bhogal confirmed it would, alongside the already strong links, and shared best practice, through the family of schools (FoS) and Red Kite Alliance (RKA).</p>	



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The DHT expressed her concern for the wellbeing of the headship team, particularly with some current, and challenging, HR issues. The team is aware of the difficulties it is causing each of them, and the knock-on effect this has across the school. They are working to manage this challenge within the team, supported by the chair.

The return of children to school has, as is recorded in many schools, revealed they have come back with challenges around low level behaviour issues such as the use of inappropriate language, not listening to others (both friends and staff) and more fall-outs in the playground. This is being addressed through assemblies and other social, emotional and mental health (SEMH) activities. Governors asked how is this being communicated with parents? The DHT confirmed their priority was to intervene with the children, and then that will be shared with parents to reinforce their responsibilities. One particular concern is that children note they are not being supervised when accessing social media and smart speakers.

Governors asked what support the board can give? The DHT commented that the ongoing support of the board is appreciated, especially with the HR challenge. Governors noted there were additional support mechanisms they may be able to access, and it was agreed the SBM should investigate what options are available through existing structures first.

0321-05 Latest risk assessment (RA)

Reviewing the previously circulated risk assessment, the DHT Noted the key change this term is for staff to wear masks in communal areas. She also reported how happy the early years foundation stage (EYFS) to be allowed to use sand and water again. She also reminded governors the document was frequently revised and updated. Governors agreed that they were happy with the assessment.

Governors asked how are staff coping with Covid testing? Sharonjit Bhogal confirmed that primary school staff are encouraged, not required, to test every three or four days. Across the campus 58 tests have been asked for and used, against around ninety staff in total, fifty of which work in Brodetsky. Governors asked if more staff would be encouraged to take them? Staff are often reminded that tests are available whilst recognising they are voluntary. It was agreed this situation should be monitored weekly, and be reported back to senior leadership, and governors, in future.

Governors asked whether the residential visit to Buckden would be happening? Sagi Yehezkel noted the school is in touch with Buckden and have a provisional date of 12/13 April reserved. Residential will be permitted in that phase of the roadmap, but the school is waiting for absolute confirmation of this from central government. If there is no confirmation, then it will have to be cancelled quickly to avoid charges. If it doesn't happen, other trips and events will be arranged. Governors asked if there was any feedback from parents about going so early in the roadmap? Sagi Yehezkel noted

SBM



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that most parents paid when asked a few weeks back understanding the possibilities around this, suggesting they are comfortable with going.

The chair noted that the risk register needs updating alongside the school development plan (SDP) which is being done. The executive headteacher will be asked to update governors around the plan for the special education needs and disabilities (SEND) coordinator (SENDCo).

0321-06 School development plan (SDP), curriculum and remote learning update

The DHT confirmed that a remote learning questionnaire will go out to parents before *Pesach*. Governors asked if there was any informal feedback from children? The DT confirmed it was too early to say with any confidence. She confirmed children are being assessed in class to identify areas which may have been missed, or progress has slipped, as a result of lockdown, to allow proper focussed interventions. At this time, priorities are to prepare the children to carry out the standard statutory assessments in year 1 phonics, year 2 SATs, year 4 multiplication checks and year 6 SATs as usual. The school will use past papers to help inform teacher assessments.

Governors asked how, in particular, children with disadvantages (DPs) or with education health care plans (EHCPs) have settled back into school? The DHT confirmed that once all children are assessed this information will be available. She also noted that parents evening would be held in the third week after *Pesach* which would give feedback specifically on this. In addition, towards the end of summer one term, there will be a data set to compare to autumn term. In summer two, the school will run a series of diagnostic tests to assess any gaps and plan suitable interventions. Governors asked if the school had the resources for this, especially at such a challenging time? The DHT confirmed they are very mindful of the school's financial challenges, but teaching and learning is at the heart of what the school does, and will always be prioritised. The school will be upgrading its diagnostic testing analysis tool so it can identify the attainment of groups of learners as, currently, it only allows us to access individual or cohort level data. The school has renewed its subscription to Target Tracker for another three years as that will allow us to track children's progress. The system has some new features which will help staff further improve their judgements and manage workload.

0321-07 Finance and virements update, including impact of Covid-19

This item is covered in the resources committee minutes and report below.

0321-08 Attendance, behaviour and attitudes

It was noted this was covered in the headship team's report. Governors asked how attendance has been on return? The DHT confirmed it was in line with previous years at this time. They also asked how staff have adapted to children coming back with a range of issues due to lockdown? She reported there were, at this early stage, no major issues, and it will be better understood within the data captures to come, which also allows time for settling back into school and proper assessment of children's learning.

SH



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The DHT also confirmed that there is a set of written behaviour principles within the school's policy on the website. The clerk will send through a standard set to reference if those on the site cover what's needed.

Clerk

0321-09 Policies for review

Governors considered the policies submitted for this meeting.

Resolved:

Governors adopted the following policies as tabled:

- Admissions
- Capability of staff
- Charging and remissions
- Data protection (GDPR)
- Disciplinary
- Governor expenses
- Remote learning
- Teacher's pay

The health and safety policy was also approved, subject to review by Adam Baxter, who will bring any amends to the next meeting.

AB

The managing workforce change and staff reductions, 2021 - 2023 paper was also approved.

0321-10 Safeguarding and child protection

The DHT and Lindsay Seaton are meeting to complete the annual review and monitoring (ARM) report for the chair and governor lead on safeguarding, Lisa Baker, to review and submit once approved

DHT, LS,
JB and LB

0321-11 Early years foundation stage (EYFS)

This item has been held over to allow time for Carolyn Glynn's monitoring visit. Governors noted that EYFS lead Simone Baxter ensures the school is compliant with statutory EYFS regulations. She will be asked to make a short presentation to the teaching and learning committee on updates to EYFS compliance this year.

SB

0321-12 Committee updates

Neither the *limmudei kodesh* (LK) nor pupil support (PS) committees had been able to meet since the last full governing board.

The resources committee met last week, noting that the local authority (LA) has approved the school's £161,000 deficit budget and budget reduction plan. The committee also noted there was still need to consider how to address the issue of the school roof replacement given its large cost and the contribution which the school would have to make in light of its large deficit.

The teaching and learning (T&L) committee met last week, discussing the return to school and data assessment. They acknowledged the concerns around data reporting,



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caused by lockdown meaning there was no assessment and so the target tracker could not be updated. The last set of data available at the start of autumn term was from spring term one, just before the first lockdown, so diagnostic testing was used, at the end of the autumn term 2020, to assess progress and achievement and identify any gaps. This confirmed that work was needed in maths, reading and spelling and grammar (SPaG), which was to be addressed at the start of this term. Now that children are back, that data will be used in pupil progress meetings due after the *Pesach* break, as well as what's been learned these last two weeks, followed by teacher assessment, and further diagnostic testing, in summer term. The Target Tracker software was discussed, as well as considering other systems, as to whether it's right for Brodetsky and a catch-up curriculum. The school met with Target Tracker to discuss the package and whether it could be adapted to the school's needs. Following updates to the software, it was agreed the school would stay with target Tracker as it has been improved. A three-year deal, which benefits staff not learning a new system, was also agreed. The T&L committee will keep this under review, especially the upgrade, to check on value for the school. The committee chair is meeting with the DHT to review pupil progress meetings. Finally, they noted the school's self-evaluation form (SEF) needs updating.

0321-13 Present the school calendar for 2021 - 2022

Training dates approved and are already listed on the school's website.

0321-14 Review of information on the school website

The item was covered at the last meeting.

0321-15 Health & safety (H&S) and premises

CST was warmly thanked for its investment in the safety and security of the site and people in it with the provision of new lights and gates. All H&S checks are up-to-date, and the chair and AB will arrange a date a for a socially distanced annual H&S walk.

JS & AB

0321-16 Update on admissions arrangements

As noted above, the updated admission arrangements have been approved.

0321-17 Risk register

This standing item will be covered at the next meeting.

0321-18 Educating for Impact (Efi) Update

Sagi Yahehzkel noted the appointment of Naomi Goldman to the position of community outreach, with initial projects already in place for *Pesach*. The long term vision for the role is that it should become a funded resource of the community, not just paid for by the school.

0321-19 Chair's business

The chair noted that he will be acting as investigating officer concerning a recent incident.

He also attended a virtual staff meeting recently to thank them for their exceptional work in difficult times. He reported how clear it was to see the amazing work being done by them all in challenging circumstances, especially the senior leadership team.



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0321-20 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.

0321-21 Any other urgent business

The DHT reminded the governing body not to undertake work or send emails on *Shabbat* and relevant festival rest days.

0321-22 Dates of next meetings

To be advised

The chair closed the meeting at 18:33

Action Tracker

Minute	Action agreed	By
0718-07	LK committee to complete SRE policy review beginning of summer with working group	LK
0321-02	Arrange staff governor elections	SB
0121-06	Add a one-page summary of the SDP to the school website will be done before <i>Pesach</i>	SB
0321-04	Investigate what support options are available for headship team through existing agreements	SBM
0321-05	Update on plan for the (SENDCo)	SH
0321-08	Send through template for written behaviour principles	Clerk
0321-09	Review health and safety policy	AB
0321-10	Complete ARM report	DHT, LS, JB and LB
0321-11	Simone Baxter to make a short presentation to the teaching and learning committee on updates to EYFS compliance this year	SB
0321-15	Arrange date for a socially distanced annual H&S walk	JS & AB