

WILLIAM ELLIS SCHOOL



MEETING OF THE FULL GOVERNING BODY held at the school on Thursday 26 May 2022

MINUTES

GOVERNORS		Present
Headteacher	Ms Izzy Jones (IJO)	✓
Co-opted	Mr Jonny Woolf (JWO)	x
	Ms Imogen Sharp (ISH)	✓
Foundation	Mr Richard Ault (RAU)	✓
	Ms Ronke Coote (RCO)	x
	Dame Karen Dunnell (KDU)	✓
	Prof Daniel Monk (DMO) Vice chair	✓
	Mr Daniel Needleman (DNE)	✓
	Mrs Nicola Sinclair (NSI)	✓
	Ms Selina Skipwith (SSK) Chair	✓
	VACANCY	N/A
	VACANCY	N/A
Local authority	Mr Hanad Mohamed (HMO)	✓
Parent	Ms Sophie Jenkins (SJE)	x
	Mr Stuart Taylor (STA)	✓
Staff	Mr Rob Yurchesyn (RYU)	x
ASSOCIATE		
	Prof Lee Elliot Major (LEM)	x
ATTENDING		
	Mr Bernard Lane (BLA) Deputy head	
	Mr Matthew Scott (MSC) Senior assistant head	
	Ms Flora Wilson (FWI) Senior assistant head	
	Mr Mike Hutchinson (MHU) Clerk	

1. Welcome, apologies and declarations of interest

SSK welcomed all present to this William Ellis School FGB meeting, which began at 5.05pm. Apologies were received from, and permission for absence granted to, RCO, SJE, JWO and RYU. There were no apologies from LEM. A quorum was present. There were no declarations of interest, pecuniary or otherwise, in respect of any items on this agenda. All papers had been circulated in advance.

2. Receive chair's report

2.1 Ofsted thanks SSK thanked IJO and her senior leadership team for all their hard work connected with the visit by Ofsted inspectors the previous week. All involved were forbidden from publicising the result, which for various reasons may not be made public by Ofsted by the time of the next (7 July 2022) FGB meeting.

2.2 Governor moves SSK would be writing to the William Ellis and Birkbeck Schools Trust to request that RCO be stood down as a Foundation governor – her term of office ending on the day after this meeting – and replaced as a Foundation governor by SJE when SJE's term of office as a parent governor ended on 19 July 2022. A parent governor election would be held following the half term break. Governors **AGREED** to appoint RCO as an associate of the Governing Body for four years as of 20 July 2022, with voting rights in any committee on which she sat.

[FWI joined the meeting with apologies at 5.07pm.]

2.3 Governor recruitment SSK noted that two Foundation governor posts were currently vacant. Governors had expressed a wish to recruit individuals with particular expertise or knowledge, specifically of the white disadvantaged or Bangladeshi communities, and external educational expertise. She and SSK had interviewed a candidate in the first category, and the school had advertised in the educational press for a candidate – perhaps a recently retired head or senior leader at another school – in the second category.

3. Receive headteacher's report

3.1 SSK thanked IJO for her report and asked her to introduce it. IJO thanked governors for postponing today's FGB meeting, which otherwise would have followed immediately on from the exhausting Ofsted inspection. Her report had been drafted in advance of that inspection, and in some ways in anticipation of it.

3.2 School self-evaluation: executive summary The Ofsted inspectors had confirmed the strengths highlighted in bold in her report.

3.2.1 In the Ofsted category of quality of education, these had included the broad and varied curriculum, the use of formative assessment, and teachers' subject knowledge, clarity of explanation and curriculum sequencing.

3.2.2 In the behaviour and attitudes category, they had included repurposed pastoral leadership and special educational needs and disabilities (SEND). (With regard to the latter, a new SEND co-ordinator had now joined at the school; NSI, as governor with responsibility of safeguarding, had already been in touch.)

3.2.3 Strengths in personal development had included revitalised extra-curricular provision, particularly in arts and sport, gratifyingly taken up by many students in receipt of the Pupil Premium. Strengths in leadership and management had included increasingly habitual sharing of good practice, and the joint business unit initiative with neighbouring Parliament Hill School. Governors' Personnel and Resources Committee would increasingly scrutinise this in a more systematic way.

3.3 School Development Plan: reflections on 2021-22 and looking ahead to next year

IJO noted that the aims of the plan were not inconsistent with anticipated feedback from the Ofsted inspectors.

3.4 Assessment data for examination cohorts: Y11 Turnout for exams had been excellent, at 100 per cent in the first week, including by students on part-time study timetables and others who found learning challenging. All had worked hard, although Covid had taken its toll.

3.5 Assessment data for examination cohorts: Y13 The attitude of students who had attended had been very positive. Many students exhibiting high levels of anxiety had requested alternative arrangements. FWI noted that one student had been so anxious they had fainted in the course of two exams in a row.

[MSC joined the meeting with apologies at 5.12pm.]

3.6 SSK thanked IJO for her summary and called for questions. There was one.

3.7 How did exam attendance compare with pre-pandemic years [NSI]? MSC said that Y11 students had required significantly less chasing; there had been a single no-show. FWI reported that there had been significantly more KS5 absences.

4. Review school self-evaluation

This had been covered as part of the previous item.

5. Review implementation of School Development Plan

This had been covered as part of the previous item.

6. Receive reports from committees

6.1 School Improvement Committee SJE and RCO – chair and vice chair of this committee – having given apologies, ISH reported that it had met on 28 April 2022. Draft minutes had been circulated. The meeting had received three presentations, on the teaching of history and of modern foreign languages, and on whole-school literacy. One concern raised by the last had been the number of Y7 children with a low reading age, and the importance of extended writing skills, especially for the PE GCSE. Attendance in Years 7-11 stood at around 90 per cent.

6.2 Personnel and Resources Committee KDU, who chairs this committee, reported that it had met on 5 May 2022. Draft minutes had been circulated, along with finalised minutes of the previous (17 March 2022) meeting.

6.2.1 At the 5 May 2022 meeting, members of the committee had agreed to adopt Camden's Fair Workload Charter. IJO had reported that funding for post-Covid tutoring had been spent largely on internal coaching in maths and English.

[HMO joined the meeting with apologies at 5.23pm.]

6.2.2 RHE had reported on progress migrating from one management Information system to another. Over the holidays, the school's corridors had been painted. Investigating drainage in the playground would be the next project.

6.2.3 A parental survey had elicited a poor response, perhaps due to the complexity of the questions.

6.2.4 Finally, the committee had agreed to recommend the school's proposed three-year budget to the Governing Body, and had reviewed a record ten policies.

7. Approve budget 2022-23

7.1 SSK thanked IJO for this budget and asked her to introduce it. IJO explained that there had been some minor changes to it since it had been reviewed by the 5 May 2022 meeting of the Personnel and Resources Committee, due to appointments to cover maternity leaves and some additional Covid income for literacy and SEND.

7.2 SSK thanked IJO and called for questions.

7.3 Is the school really heading for a £394k in-year deficit in just two years' time [ISH]? KDU replied that if that were the case, it was why scrutinising spending was so important.

7.4 If the cumulative deficit reaches £82k in 2024-25, what will the school do [ISH]? IJO replied that she would not want to, but she would have to apply to submit a deficit budget to the regional schools commissioner. However, future deficits were a given in education. RAU, a former chair of the Personnel and Resources Committee, agreed, although finances would not be easy post-Covid.

7.5 What could the school cut if a deficit loomed [DNE]? IJO pointed out staff were most at risk, as cutting utilities and services was problematic.

7.6 Governors **AGREED** the budget for 2022-23 as circulated.

8. Receive updates on governor training

SSK reminded governors to log any training they had undertaken on GovernorHub, although any training led by Camden Learning should be automatically logged. IJO to forward link to online National Governance Association (NGA) safeguarding course; all governors to undertake this training.

ACTION	Item 8	<i>IJO to forward link to online NGA safeguarding course; all governors to undertake this training.</i>
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[BLA left the meeting at 5.38pm.]

9. Receive reports on governor link visits to school

9.1 Standing item This would resume as a standing item on FGB agendas: SSK encouraged all link governors, now that the pandemic had subsided, to resume link visits to the school. SSK and IJO to discuss range and allocation of link governor roles.

ACTION	Item 9.1	<i>SSK and IJO to discuss range and allocation of link governor roles.</i>
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9.2 Safeguarding governor Governors **AGREED** to appoint SSK to replace RCO as governor with responsibility for safeguarding.

9.3 Student attendance panel ISH reminded governors that the school's new Attendance Policy included provision for a governor meeting with a poorly attending student, his family, a governor and staff. She had attended the first of such meetings, involving a student with 62 per cent attendance. Since the 25 April 2022 meeting, he had missed only two days of school. ISH suggested setting up governor focus groups on student attendance and students posing an exclusion risk.

9.4 Student placements DMO urged governors to source, through contacts – possibly alumni of the school – potential student placements. Governors to liaise with IJO.

ACTION Item 9.4 *All governors to source potential student placements, liaising with IJO as part of process.*

[BLA returned to the meeting at 5.47pm.]

10. Agree governor meeting dates for 2022-23

MSC to check proposed governor meeting dates for 2022-23 against recently published LaSWAP dates. On the assumption that the William Ellis dates as circulated are final, governors **AGREED** them. MHU to add dates to GovernorHub calendar.

ACTION Item 10 *MHU to add governor meeting dates for 2022-23 to GovernorHub calendar.*

11. Minutes of the previous meeting and matters arising

11.1 The minutes of the meeting of 24 March 2022 were **AGREED** as a full and accurate record; SSK to sign after the meeting. There were a number of matters arising.

11.2 Item 2.15 SSK apologised that she had not yet set up a meeting between William Ellis School Parents' Association (WESPA) and the School Council on the latter's proposals regarding the school uniform, but would do so.

ACTION Item 11.2 *SSK to set up a meeting between WESPA and the School Council on its uniform proposals.*

11.3 Item 2.17 STA apologised that he had not yet liaised with the School Council on brainstorming practical ways to address toxic masculinity in the school but would do so.

ACTION Item 11.3 *STA to liaise with School Council on brainstorming practical ways to address toxic masculinity in school.*

11.4 Item 4.14 NSI and FWI apologised that they had not yet liaised on potential sources of industry scholarships for university courses but would do so.

ACTION *Item 11.4* **NSI and FWI** to liaise on potential sources of industry scholarships for university courses.

11.5 The two remaining items – on Ofsted training and governor lanyards – had been fulfilled, and were in the process of being fulfilled, respectively.

12. Any other business

SDP action plans IJO and MSC summarised key actions from the School Development Plan action plans.

Next scheduled meeting: Thursday 7 July 2022 at 5pm

There being no further business in this part of the meeting, SSK thanked all present for attending and closed this part of the meeting at 6.02pm. Confidential items followed. All present remained.

Signed.....

7 July 2022

Selina Skipwith
Chair of the Governing Body, William Ellis School

ACTIONS ARISING FROM THE ABOVE MINUTES

ACTION *Item 8* **IJO** to forward link to online NGA safeguarding course; **all governors** to undertake this training.

ACTION *Item 9.1* **SSK and IJO** to discuss range and allocation of link governor roles.

ACTION *Item 9.4* **All governors** to source potential student placements, liaising with IJO as part of process.

ACTION *Item 10* **MHU** to add governor meeting dates for 2022-23 to GovernorHub calendar.

ACTION *Item 11.2* **SSK** to set up a meeting between WESPA and the School Council on its uniform proposals.

ACTION *Item 11.3* **STA** to liaise with School Council on brainstorming practical ways to address toxic masculinity in school.

ACTION *Item 11.4* **NSI and FWI** to liaise on potential sources of industry scholarships for university courses.