

**Minutes of the meeting of the Governing Body of Stormont House School
held at the school at 5pm on Monday 10 July 2023**

Membership:

Name	Governor Role	Link Role	Term of Office
Bernard Hawes	Co-opted – Chair	Safeguarding	25/11/2019-24/11/2023
Beatrice Andrews	Co-Opted – Vice Chair		10/07/2023-09/07/2023
Kevin McDonnell	Head Teacher		Ongoing
Rhiannon Eglin	Co-opted		05/10/2020-04/10/2024
Judith Enemoh	Co-opted		21/06/2021-20/06/2025
Dot Hodgson	Co-opted	Student Council	31/07/2022-30/07/2026
Claire Napier	Staff		01/09/2019-31/08/2023
Dayo Okewale	Co-opted	6 th Form	23/11/2020-22/11/2024
Nicola Pizzolato	Co-opted		21/06/2021-20/06/2025
Gillian Wickham	Parent	Student Council	(tba)
Allan Roddie	Parent	H&S	(tba)

Present:

Bernard Hawes (via MS Teams)
Beatrice Andrews
Kevin Mc Donnell
Dot Hodgson
Claire Napier
Gillian Wickham
Alan Roddie

In attendance:

Sandra Collier Deputy Head Teacher
Katie Foster Deputy Head Teacher

Clerk:

Nyree Hughes Hackney Education Governor Services

SUMMARY OF OUTSTANDING ACTIONS

Date	Details
21.06.2021 and 08.11.2021	Governors interested in discussing the Chair role to contact Chair. Ongoing
28.11.2022	Governors to attend appropriate training from Hackney and attend Governors Forum where possible. Ongoing
28.11.2022	Chair to circulate the Board Self-Evaluation questionnaire. Ongoing
28.11.2022	Ms Foster to compile visible learning data analysis for the whole programme. Ongoing. One-page summary to be produced.

28.11.2022	Clerk to repeat the skills audit in the newer NGA format in autumn 2023
20.03.2023	Chair, Ms Andrews and Ms Hodgson to finalise safeguarding training and inform Governors. Completed
20.03.2023	Ms Foster to liaise with Ms Andrews regarding unconscious bias training. Ongoing
20.03.2023	Head Teacher to arrange for the SDP Focussed Priorities summary document to be added to the website. Completed
20.03.2023	Head Teacher to find out if SEF is leadership team or Governing Body document. Completed
20.03.2023	Governors to send any feedback on the SDP Focussed Priorities document, or questions on the SEF, to the Head Teacher. Completed
20.03.2023	Governors to email the Head Teacher with any suggestions for rewording the statement around student diversity. Completed
20.03.2023	Governors to check their profile on the school website and inform the school if it is not correct or current. Closed
20.03.2023	Ms Napier to arrange for school events calendar to be shared with Governors. This could potentially be added to the agenda for meetings. Update: Head Teacher to arrange.
10.07.2023	Chair or Vice-Chair to check that Mr Okewale was receiving meeting invites and wishes to continue as a Governor.
10.07.2023	Chair or Vice-Chair to check with Ms Enemoh to confirm she wishes to continue as a Governor.
10.07.2023	Governors to consider their own networks for a suitable Governor.
10.07.2023	Governors to complete online safeguarding training before November meeting.
10.07.2023	Head Teacher to arrange for Governor profiles to be circulated in September; Governors to confirm up to date or advise changes.
10.07.2023	Ms Collier to add examples of protocols to Ofsted question sheet.
10.07.2023	Clerk to forward a visit template to Chair and Head Teacher. Completed
10.07.2023	Ms Collier to recirculate the previously circulated safeguarding slides.

The meeting started at 5.07pm

1 Attendance

1.1 Welcome and Apologies for Absence

Ms Andrews welcomed all to the meeting.

The Clerk initially chaired the meeting as the Chair had sent apologies for lateness and would join by MS Teams and additionally the Vice-Chair's previous term of office as an LA Governor had come to an end.

The Chair's term of office as a Co-opted Governor was due to end before the next meeting. The Board **agreed** to reappoint the Chair as a Governor for a further term of four years, on the proviso that he would be willing to stand.

The Board **agreed** to reappoint Ms Andrews as Co-opted Governor whilst a decision on the LA Governor role was made.

Ms Napier's term of office as a Staff Governor was also coming to an end before the next meeting. The school would consult the staff on the re-election.

The Vice-Chair chaired the meeting from here.

2 Governing Body Organisation

2.1 Declarations of Interest

There were no declarations of interest.

2.2 Register of Pecuniary Interest

There were no changes to the register of pecuniary interests.

2.3 Membership and Recruitment

The Vice-Chair would speak to Governors for Schools regarding the remaining vacancy for either a Co-opted or LA Governor.

The Board discussed and agreed that a Governor experienced with the youth sector and with an understanding of the current issues facing young people would be particularly welcome.

The Head Teacher noted that Mr Okewale's work email address was not being used for meeting invites.

ACTION: Chair or Vice-Chair to check that Mr Okewale was receiving meeting invites and that he wished to continue as a Governor.

ACTION: Chair or Vice-Chair to check with Ms Enenmoh to confirm she wished to continue as a Governor.

ACTION: Governors to consider their own networks for a suitable Governor.

2.4 Governor Training and Training needs

The Vice-Chair flagged the Hackney Education training link on the agenda and reminded Governors to look for appropriate courses to support their training needs.

Some Governors had completed the e-learning on safeguarding. Ms Collier reminded all Governors to complete this multiple choice learning and advised that she would recirculate the link.

ACTION: Governors to complete online safeguarding training before November meeting.

3 Minutes of the Last Meeting and Action Taken

3.1 To agree the minutes of the meetings held on 20th March and 22nd May 2023

The minutes of the meeting held on 20th March were **agreed**, subject to the amendment that in item 8 'Down's Syndrome' should read 'Down Syndrome'.

The minutes of the meeting held on 22nd May were **agreed** as an accurate record.

3.2 To note outstanding matters arising and agree carry forward items

The Head Teacher confirmed that the SEF was a leadership document that the Governing Body were stakeholders in and which they use to hold to the leadership team to account.

SDP feedback from the Board had been incorporated by the Head Teacher.

Governors **agreed** to remove the phrase re 'normal' from the student diversity statement.

ACTION: Head Teacher to arrange for Governor profiles to be circulated in September; Governors to confirm up to date or advise changes.

See also Action summary table above.

3.3 Any urgent action taken since the last meeting

There had been no urgent action.

4 Main Business

4.1 'What do we know about our school and how do we know it?'

Governors divided into three groups to discuss a range of questions covering the following areas:

- Your understanding of your role and school
- Quality of education/curriculum
- Personal development, behaviour and attitudes

Discussion around a selection of the questions is summarised below:

What is the governing board's vision for the school and how is this shared?

- The vision is around achievement for all and details are on website.
- Learning, emotional and social development and pupils being ready when they leave are all priorities.
- Shared by SDP summary, Committee updates.
- Staff and student wellbeing are also priorities - feedback comes from HSWC, staff surveys, parent survey, student voice (Smart school council).

- Shared via Governors' participation in events and visits.

What are your school's priorities? How do you, as a governing board, ensure the priorities are moved forward?

- Committees do the 'heavy lifting'.
- Also some key Link Governors e.g. for safeguarding. It would be beneficial to have more Link Governors.
- Minutes show challenge and track actions.

How do you hold the headteacher to account?

- Regular Chair-Head discussions
- Committee challenge and support.
- Timescaled plans
- Triangulation with external sources e.g. SIP visits, survey outcomes.

Tell me about your governor safeguarding training.

- Face to face training was held May 2023
- Online training option
- Governors forum

Do you have any gaps in your governing board?

- One vacancy
- Commitment to increase representation of local community we serve.
- When recruiting we carefully consider skills needed or missing. Currently finance, IT, procurement, curriculum, young people/community perspectives could all be strengthened.

How do you meet the Equality Act 2010?

- Equalities and diversity webpage shows this, including policy and also public sector equalities duty objectives.

What are the strengths and weaknesses of the school? What issues does the school face? How do you know?

- Strengths include: knowing each student and their families; mapping progression opportunities; curriculum provides a wide range of accreditation appropriate to support progression to next stages; progress made compared to starting points in English and maths; innovative 6th Form that ensures progression and retention on next courses/training over time; leadership structures and their revision according to need.
- Post-pandemic, attendance recovery to previous levels remains a challenge nationally.

Governors fed back from their groups and discussed the questionnaire.

ACTION: Ms Collier would add some examples of protocols to the question sheet.

The Head Teacher suggested that there was greater scope for Governors to spend time in the school outside formal board meetings; Governors were strongly in agreement. To ensure this happened, the school would communicate opportunities for the term ahead and ensure Governors were invited to key events such as the Christmas lunch. Governors would be proactive in arranging visits, particularly in their role as link Governors in different areas (careers, safeguarding, etc).

ACTION: Clerk to add Governor visits schedule to November agenda.

ACTION: Clerk to forward a visit template to Chair and Head Teacher.

5 Head Teacher's Report

Governors noted the previously circulated Head Teacher's report, which was taken as read.

6 Safeguarding Update

Ms Collier explained that there were no major changes in Keeping Children Safe in Education for the coming year. She would brief Governors in the November meeting.

ACTION: Ms Collier to recirculate the previously circulated safeguarding slides.

7 Reports from Committees and Working Parties

7.1 Resources

Governors noted the previously circulated Resources Committee minutes of the meeting of 15th May 2023. These were taken as read.

The Head Teacher advised that the Resources Committee had met again in the previous week and the minutes would be circulated to Governors in due course.

7.2 Teaching and Learning

The Teaching and Learning Committee had not met since the last Board meeting.

7.3 School Improvement Partner (SIP) - Update on recent visits

Governors noted the previously circulated SIP visit reports.

The Head Teacher advised that there would be a further visit that week to look at sequencing, content and connections across the curriculum.

8 A.O.B

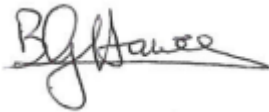
There was no other business.

9 Date of Next Meeting

Governors **agreed** meeting dates for the coming year as 27th November, 4th March, 20th May (budget approval) and 1st July. All meetings would commence at 5pm.

The Head Teacher would circulate Committee dates for the coming year later that week.

The meeting ended at 6.27pm



22.11.23

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Signed: Chair of Governors

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Date