

GOVERNING BODY FOR HOLLICKWOOD PRIMARY SCHOOL
MINUTES OF THE MEETING HELD AT THE SCHOOL
MONDAY 23rd September 2024 AT 6.30PM

MEMBERS

<p><u>LA GOVERNOR</u> Mrs Abigail Martin (1/2/2026)</p> <p><u>PARTNERSHIP GOVERNORS</u> *Mr Adam Fagan (01/02/2025) (Chair) *Ms Sara Liney (05/07/2025)</p> <p><u>HEADTEACHER</u> *Mrs Jo Kennedy</p> <p>Mr Andy Griffiths (Executive Headteacher)</p> <p><u>STAFF GOVERNOR</u> *Sarah Gillen (6.11.27)</p> <p>*Lenka Jenks (Non-Voting Observer)</p>	<p><u>PARENT GOVERNORS</u> *Mrs Azadeh Jahani (10/3/2027)*Mr *Mohammad Mia (17/01/2026) Mr Dren Lubovci (05/07/2025) Mrs Anil Baglan (14/3/2028)</p> <p><u>CO-OPTED GOVERNORS</u> *Mrs Kirstie Stroud (07/02/2027) (Vice Chair) *Ms Eleanor Diamond (05/07/2025) Mrs Beverley Friedgood (23/4/28) 1 X Vacancy</p> <p>*Denotes member present</p>
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IN ATTENDANCE

Mrs Patricia Roche (Clerk)

24/01 APOLOGIES

The Chair welcomed all to the meeting and thanked Jo Kennedy for delivering Safeguarding training for governors before the meeting. Governors who were unable to attend were asked to book a Safeguarding course via the Borough.

Apologies were received and accepted from Andy Griffiths, Dren Lubovci, Abigail Martin and Beverley Friedgood and post meeting from Anil Baglan.

24/02 CHANGES TO PECUNIARY INTERESTS

There were no changes to declare.

24/03 TO CONFIRM ANNUAL DECLARATIONS ON GOVERNORHUB FOR GOVERNORS

All governors were reminded to make their annual confirmations under their profile on Governorhub.

Signed: (Chair) Date:

24/04 **TO CONFIRM CHAIR AND VICE-CHAIR FOR THIS ACADEMIC YEAR**

AF agreed to remain on as Chair for this year as there were no other nominations and KS agreed to remain on as Vice-Chair.

24/05 **TO CONFIRM CHAIRS OF COMMITTEES**

KS will remain as Chair for Curriculum committee.

AF will remain as Chair for Resources with a view to the newly appointed Co-Opted governor stepping into this role. MM will join Resources committee.

Committees to agree their Terms of Reference at their first meeting and bring to next full gb meeting to approve.

24/06 **APPROVAL OF THE 1ST JULY 2024 MINUTES AND MATTERS ARISING**

The minutes were approved by all.

Update on Action points:

1. Clerk did explore this but it was not possible and is now seeking to fill this role via Governors for Schools.
2. KS will send links to governors via the WhatsApp group and governors were reminded that links to social media are on the school website. JK advised the school will aim to put weekly reports on their Instagram account.
3. JK has sent the SDP to governors prior to this meeting.
4. Clerk will ask AG for report for governors on SLLF

24/07 **HEADTEACHER REPORT**

JK had uploaded her report prior to the meeting on Governorhub and governors were asked if they had any questions.

JK highlighted that the Y6 SATs results and teacher assessment data was included in her report and governors were pleased to see there is a lot to be celebrated.

Governors were pleased to see that KS2 results are really good especially reading.

A governor asked why Hollickwood was impacted more by this years' Maths paper which was Year 6 content heavy and JK advised this was impacted more due to late arrivals of pupils into the year group and inconsistencies of practices in Year 3 and 4 which meant that a lot of time in Year 6 was spent going over Year 3, 4 and 5 content. It was felt some children were phased by how wordy the paper was and lost their confidence with parts of questions which they found challenging.

Signed: (Chair) Date:

A governor asked if the school can maximise access arrangements and SG advised there are lots of small nurturing groups taking place.

JK feels there are too many children getting to Year 6 who are not fluent in core skills and advised governors that Maths will be a big focus for this year.

Governors were pleased to see that the combined scores are still in line with national scores, however, SLT are disappointed with the Maths results.

JK advised that 12 children joined in Year 5 and 4 were children with EHCPs.

JK advised that the results showed the children had skills in reading and writing from the year before.

JK advised the school has already introduced "Fluent in Five" and is looking at how to harness it.

JK is looking at a Maths hub and has stopped using White Rose. SLT are now looking at what the core objectives are in each unit and introducing times tables for bursts of five minutes from Kate Friends method of work which includes chanting and quick recall taking place little and often but keeping it simple.

SLT are focusing on pictorial and concrete use of resources and looking at moving to secure abstract by the end of it as well as modelling "I do, we do, you do approach".

Governors felt that parents could be asked to help with Times Tables.

JK advised that the focus for the next 3 weeks are Maths fluency workshops for parents with a view to getting parents on board and to show them there is so much out there that is free and accessible to them.

JK advised governors that the SEND support plans are very heavily English focused and very few have Maths related targets built in.

JK is aware that the Headteacher welcome video is not working, however, it will appear as a presentation and the video will be set up soon.

A governor asked if JK can include national statistics for pupil premium and free school meal numbers for the school in her next report and similarly for attendance.

JK advised that at the end of last year attendance was up to 94.6% which was in line with national figures and that persistent absences was in the best 20% of schools nationally. The focus is on 90-95% attendance for this year.

JK advised that Barnet has introduced doing attendance panels where all the professionals get together without meeting families to look at why attendance is lower than it should be. JK advised that the trigger for this is persistent absentees or children with SEND, EHCPs or LAC children.

A governor asked if Planet Youth are still running the after school provision and JK advised that Planet Youth is no longer running this provision.

THIS ITEM WAS MOVED TO PART II MINUTES

Signed: (Chair) Date:

24/08 **SAFEGUARDING**

JK has included this in her Headteacher report.

24/09 **POLICIES**

JK had uploaded the following policies on Governorhub:

Behaviour – it was noted there were quite a few changes to this and a governor highlighted it is a very intuitive policy and very child centred with equality and a pastoral support plan in evidence as well as being practical and offering different rules for children with needs. JK advised that she worked with Laura on this policy.

KS asked if she can share this as an example of a good policy.

JK advised governors of a new requirement that Behaviour Principles are on the website separate to the Policy.

Marking policy – was felt to be really clear.

Child Protection and Safeguarding

Supervisions and Exclusion

All policies were duly ratified.

Post meeting note:

The following policies were uploaded onto Governorhub and governors were asked to ratify via Govhub by 11th October 2025 in order that JK can publish prior to the next full gb meeting:

Debt recovery policy

Wraparound provision policy

Early Career Teacher policy

(b/fwd item for confirmation)

JK advised there is a policy tracker in place (which she had shared on Governorhub) which will help with updating and renewing of policies.

Signed: (Chair) Date:

24/10 **ANY OTHER BUSINESS**

TO BE RECORDED IN PART II MINUTES

Date for next full gb meeting 9th December 2024

The meeting closed at 7.30pm

Action Points:

- 1. Governors to record their safeguarding training on Govhub**
- 2. Governors who were unable to attend safeguarding training at this meeting to book a Borough led course**
- 3. All governors to make their annual confirmations on Govhub**
- 4. Committees to agree their Terms of Reference and bring to next full gb meeting to approve**

b/fwd item Policies to be ratified via Govhub

Signed: (Chair) Date: