



**Preston Park Primary School: Minutes of the Full Governing Body**  
**16<sup>th</sup> December 2021, 5.30pm - Preston Park Primary School**

**Register of Attendance**

**Meeting Attendees:**

<b>Name of Participant</b>	<b>Role</b>
Georgina Nutton (GN)	Ex Officio – Headteacher
Hari Varanasi (HV)	Governor and Chair
Jay Varsani (JV)	Governor
Jane Noy (JN)	Governor
Oli Lestner	Governor
Siobhan Ali	Contributor

**Apologies:**

<b>Name</b>	<b>Role</b>
Marie Cusack	Governor
Katarina Kassouf	Governor
Ranjna Shiyani - No apols	Governor
Lanre Agbetayo - No apols	Governor

*Clerked by Deepti Bal, Clerk to Governors – Preston Park Primary School*

**Minutes of Full Governing Body**

	<b>Agenda Item</b>
1.	<b>Welcome and Introductions</b> HV welcomed attendees.
2.	<b>Apologies for Absence</b> Apologies from MC and KK were noted. RS and LA were absent.
3.	<b>Declarations of Interest</b> None.
4.	<b>Minutes of the Previous Meeting and Matters Arising</b>  Minutes of the previous meeting were approved as a true and accurate record.
5.	<p><b>Subject area presentations</b></p> <p>GN welcomed Sarah (Geography Lead) and Jaspreet (AHT, Maths Lead).</p> <p><u>Maths</u> Jaspreet provided an overview of the maths curriculum:</p> <p>The desire is that the maths curriculum allows children to solve problems and ensures fluency – this is the curriculum intent.</p> <p>Since 2017, the school has followed a mastery curriculum. The mastery approach, as well as the national curriculum, places emphasis on children becoming fluent in the fundamentals of maths.</p> <p>Intent is driven by the DfE Mathematics Guidance (KS 1 and 2) which highlights the importance of coherence. This allows for greater connections to be made across the curriculum.</p> <p>In the development of the curriculum, the school was guided by the EEF and the DfE publication on ‘Teaching a broad and balanced curriculum for education recovery’.</p> <p>The EEF’s approach is to acknowledge the importance of manipulatives as powerful tools for supporting children.</p> <p>The school is following the National Centre of Excellence in the teaching of Mathematics Professional Development Spines. They produce small steps to help with a coherent curriculum and support teacher subject knowledge. It also supports sentence stems which help children learn the vocabulary of maths.</p>

The NCETS teacher for mastery approach is built upon the five big ideas and supports children to use concrete, pictorial and abstract representations.

The school uses a CPA approach. The three stages of learning are Enactive (when children use manipulatives), Iconic (pictorial) and Symbolic (abstract).

The school uses a spiral curriculum to teach elements of concepts and learn in context. Context questions are built in through peer models of learning, bringing in other subjects to practice mathematical concepts. This will be developed further this year.

Jaspreet shared examples of core representatives and the use of representations to support a number of relationships.

Jaspreet underlined the importance of progressively unfolding mathematics – the lessons build upon learning in small steps and ensuring a coherent curriculum.

Jaspreet shared how implementation was addressed in the maths curriculum across the Key Stages. The school aims to develop independent skills and fluency.

Jaspreet shared the impact of the learning and how well children could work well independently and use the skills which they had learnt. Governors reviewed the examples of work by the children.

Jaspreet is now leading as a PD accredited as a Teacher for Maths Mastery and identified some next steps.

HV asked to follow up as a Governor Visit on the area of Maths.

### Geography

Sarah shared examples of children discussing what Geography meant to them.

In geography, options are taught once per term, across a six week period.

The geography topics are closely linked to the overarching theme, core books and writing topics to ensure a cross-curricular approach.

From overarching themes, the programme of study is developed into four key areas. Teachers have a medium term plan, six weeks in advance. Leaders know the journey which the children are expected to undertake in the six week cycle, and staff are supported by professional conversations. Planning this way ensures consistency, curriculum coverage and confidence.

	<p>Cultural capital opportunities are embedded into the curriculum – these include trips, whole school events and enrichment activities. This instils a love of learning while applying the national curriculum.</p> <p>The original staff questionnaire identified where there were gaps in resources and confidence around assessments. This has now improved significantly, as reported in recent questionnaires.</p> <p>Impact is measured closely and progress of individual students is carefully tracked. Impact is also captured through videos which capture dialogues and conversations.</p> <p>The school also takes part in global and current events (COP26), eco-clubs, and links with schools in Brent and nationally.</p> <p>Next steps are developing an eco club, developing subject knowledge and impact.</p> <p>Governors thanked Sarah and Jaspreet for their presentations.</p>
<p><b>6.</b></p>	<p><b>Governor Appointments</b></p> <p><u>Appointment of Ketan Sheth (KS)</u>  KS is a councillor in the London Borough of Brent, having been first elected in 2010. He is Chair of Brent Council’s Community and Wellbeing Scrutiny Committee and Chair of the North West London Joint Health Scrutiny Committee.</p> <p>KS is an experienced commercial solicitor, based in London. He has worked for several law firms in either Central London or the Home Counties and, previously, for a number of years for the Law Society. In his early years in the legal profession, he successfully managed a Judicial Review in the High Court - Regina -v- Harrow Justices ex parte Jordan – which was considered to be a landmark ruling concerning an offence committed by a defendant on licence and was widely reported, cited and followed in subsequent cases. Additionally, he is a member of the Chartered Institute of Arbitrators and a member of the Institute of Revenues, Rating and Valuation.</p> <p>KS also sits on a number of public bodies, including as Chair of the Valuation Tribunal for England and the Lead Governor of Central and North West London NHS Foundation Trust.</p> <p>KS enjoys many community events and GN felt that he would work well with the school community.</p>
<p><b>7.</b></p>	<p><b>Headteacher’s Report</b></p>

	<p>GN has shared data on Autumn Term progress, and this is available on GovernorHub.</p> <p>SA explained that children have made significant progress and the NFER tests show that children have performed well. Seven children did not meet the standard – all of whom are high needs SEND pupils or new SEND arrivals.</p> <p>A new phonics lead joined in September with the SLT leading between January and September.</p> <p>SA explained that, despite two closures, children have made progress. Of the children specifically targeted, only one failed to achieve expected levels of progress.</p> <p>GN thanked Governors for authorising the sum of £16k to be spent on additional books.</p> <p>JN explained that her Governor report is on GovernorHub.</p> <p>JN was impressed with the energy and passion of the phonics leader. In terms of Ofsted, Governors need to be monitoring phonics closely, as this sets children up to access the curriculum.</p> <p>JN was also impressed by the quality of provision. The resources are well kept and looked after. Each child has a book sent home at the level which they are reading at.</p> <p>HV asked about Ofsted and if there is any possibility that they will visit the school in the near future.</p> <p>GN explained that Ofsted are targeting Outstanding schools for inspection first.</p>
<p><b>8.</b></p>	<p><b>Funding Report</b></p> <p>GN confirmed that the funding report has been made available to Governors. The strategy sets out how money is spent across the year and the outcomes of last year’s spend. The Sports Premium report also sets out funding, allocation and impact.</p> <p>GN took an action to bring the Catch Up Premium spending to the curriculum committee.</p> <p>Attendance is 96.4% for December, above the national average.</p> <p>12 safeguarding referrals have been made. There are four open child protection cases, 12 CIN and two LAC.</p>

<p><b>9.</b></p>	<p><u>Covid-19 Update</u></p> <p>GN confirmed that the risk assessment is in place.</p> <p>The school has implemented the DfE amber protocol, due to the recent spike in Covid-19 infections.</p> <p>The school will be fumigated in January. GN is uncertain whether there will be another lockdown but resources have been prepared for online education. This includes lists of devices and identifying children who will be given these.</p> <p>HV asked if the school would return on Amber status in January.</p> <p>GN confirmed that the school will not - it will be Green.</p>
<p><b>10.</b></p>	<p><b>Policies</b></p> <p>The Code of Conduct was reviewed and approved by Governors. This is a Brent Policy - updated in line with KCISE updates and additions to digital aspects.</p> <p>JN asked how staff were made aware of policies? GN confirmed that this was done by email and shared on the Staff Drive.</p>
<p><b>11.</b></p>	<p><b>SACRE</b></p> <p>SA has written to parents to renew the SACRE designation.</p> <p>The school is in a multicultural area and pupils are taught to value and respect all religious beliefs.</p> <p>The school follows the Brent model through phase assemblies and reflection time.</p> <p>SA shared an example of children learning about Diwali and other faiths.</p> <p>In relation to seeking views, it was noted that there were only five parental responses, none of which objected to the application.</p> <p>SA shared the outline of the proposed programme.</p> <p>Governors confirmed that they approved the SACRE consultation and were happy for SA to proceed with the application submission.</p>

<b>12.</b>	<b>AOB</b> Governors confirmed that the Pay Committee met earlier in Autumn, and had reviewed GN's pay recommendations for staff. HV confirmed that GN's performance management took place and a write up from Nick Butt is available.
<b>13.</b>	<b>PART TWO - CONFIDENTIAL ITEMS</b>

**Accepted as a true and accurate record by the Chair of Governing Body:**

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