

**THE CHARTER SCHOOL EAST DULWICH  
LOCAL GOVERNING BODY  
MINUTES OF MEETING  
TUESDAY 10<sup>th</sup> May 2018 AT 6.30PM**

**PRESENT:**

S Tucker (ST)                      Chair of Governors  
A Crossman (AC)                Head Teacher  
R Jones (RJ)  
T Naik (TN)  
J Godfrey (JG)  
S Daly (SD)  
S Potter (SP)  
R Hardy (RH)

THESE MINUTES WERE TAKEN BY THE CHAIR DUE TO THE UNAVAILABILITY OF THE CLERK AT SHORT NOTICE

**IN ATTENDANCE:**

Item	Agenda Item	Action
1	<b>APOLOGIES FOR ABSENCE AND DISCLOSURE OF INTEREST</b>  Apologies had been received from the Clerk.  The following declarations were made: None recorded	
2	<b>MINUTES AND MATTERS ARISING</b>  Approval of the minutes from the last meeting were deferred to the next meeting as these had not been circulated in advance.	
3	<b>CHAIRS UPDATE</b>  The Chair updated governors on the recent appointment of the new Trust Chief Executive, Keiron Osbourne. He is already well known to trustees as he was previously the Trust's education advisor.  The Chair updated governors on the progress of various working groups involving trustees and governors, including on inclusion, the relationship between the LGBs and the Trust, and fundraising.  The Vice Chair provided an update on our permanent site. The NHS have started building their new health centre. The risk of this start being further delayed had been a big potential risk for us. The longstop date for handover of Phase II land from the NHS is April 2020 and this is now the date the NHS are working to. We are having to review the costs of the Phase II build	

	as the delay will mean we are affected by price inflation. Fortunately the ESFA will cover inflation in construction costs. The delay does give us more scope for making amendments to the build to accommodate the proposed STEAM>Lab and potentially Charisma Gymnastics.	
4	<p><b>HEADTEACHER REPORT</b></p> <p>This item was introduced by the Headteacher</p> <p>The HT reported that it was a real stretch for staff at the moment in this stage of our growth to deal with behaviour issues.</p> <p><b>Question: How much was this due to physical space constraints of the temporary site?</b> This is partly due to the lack of physical space, for example the canteen in middle of teaching space, but this is a minor issue. New site will help with tightening up start and end of lesson/day routines, visibility into classrooms etc. We are compressed and will expand on new site. It will be easier.</p> <p>It will mainly get easier as we recruit a bigger behaviour management team for next year. We may increase size of behaviour team sooner than anticipated, ie this term.</p> <p><b>Question: Query the figure for SEN students in Year 7 and how many SEN students are we likely to have in the next cohort and how will they be supported?</b> The SEND figure for Yr7 of 57 might actually be 37 - to be checked.</p> <p>We have 6 EHCP students (subject to appeals) - 3 will require intense support. Plus one student who will require a nurse in lessons at all times. We have two temps in SEN team, we are trying to fill with perm appoints by next half term. We plan to recruit three more LSAs for next year.</p> <p><b>Question regarding success at registering new students eligible for Free School Meals.</b> We have encouraged families eligible for FSMs to register. Initial numbers were much lower than we anticipated, but now are roughly in line with expectations. Challenge for families is normally lack of awareness or having English as an additional language. Also lack of incentive as school tends to use discretion to give these students FSM anyway.</p> <p><u>Attainment and progress</u></p> <p>We expect attainment in PE to improve next year as we have recruited new dedicated staff.</p> <p>MFL is a laggard in terms of attainment but this reflects the national picture. always is in schools. This is not a top priority for improvement.</p> <p>Dramatic progress in English and Maths in both years. Science also very high attaining.</p> <p>Governors commented that it was very helpful to strip out SEND from overall Pupil Premium students figures for the first time in this report.</p> <p><b>Question: How are the current Year 7s progressing compared to last year's cohort at the same point in the year? Are we able to say that we are</b></p>	RH

	<p><b>successfully scaling our teaching and learning strategies as the school grows?</b>  The HT said that Year 7s were making roughly same progress as previous cohort but slightly less except for the maths intervention group. Need to keep an eye on scaleability of our practices, but there was some exceptional progress made in first cohort. We are considering a nurture group for English but this may not be affordable. Existing intervention model in English was more successful than Math previously in any case.</p> <p><b>Question: Are there any opportunities to reach into primaries or support transition so as to improve attainment?</b> We already do a lot to support transition. Primary staff are better placed to support their students during primary and we do not have the capacity to do much more.</p> <p><u>Behaviour</u></p> <p>Some staff have recently attended a knife crime training session put on by Southwark but this was mainly for Year 9s and above. Governors commented that we know Year 9 behaviour can be more challenging so good idea to frontload behaviour team resource.</p> <p><b>Governors requested in future a breakdown of sanctions by racial mix.</b></p> <p><b>Question: Can we incorporate managed moves into the reporting on sanctions? Have there been any managed moves and what safeguards are in place to ensure they are truly voluntary in the context of national reporting that some schools are using managed moves as a way to avoid permanent exclusions?</b> HT reported that one managed move was under discussion but there have been no managed moves this year so far. Governors agreed that it would be a good idea to get signature from parent that they are voluntarily agreeing to a managed move.</p> <p><u>Parental engagement</u></p> <p>Parental attendance at achievement evenings was a little low at 76% but staff are following up with all non-attendees.</p> <p><u>Staffing</u></p> <p>Current Head of Science is leaving for personal reasons but we have recruited a very high performing replacement from TCSND. Governors commented that this was the first staff member to leave the school, which is a good retention rate, and that the reason for leaving was not related to the school itself.</p> <p>The staff coaching programme is going well, shortly need a course correction to ensure that staff are externally looking for best practice.</p> <p>In terms of recruitment, one offer has been made but not yet accepted (maths). Governors asked what more we can be doing to incentivise recruitment and retention? It was agreed to ask the Trust HR Director this question.</p>	<p>HT</p> <p>HT</p> <p>HT</p>
--	--	-------------------------------

5	<p><b>PARENT, STAFF AND STUDENT SURVEYS</b></p> <p>It was agreed that next year we need to align all surveys across both schools to facilitate comparison.</p> <p><b>Overall governors agreed that the results are very positive.</b></p> <p>HT commented that the question on challenge on the student survey may be a bad one.</p> <p>The parents survey had a much better response rate this year: 193 parental responses against 39 last year. Comments included the need for more communications, enrichment. There does not appear to be much sensitivity to the resource constraints the school is working within.</p> <p><b>Governors commented that at TCS ND the Friends campaign against cuts whereas our parents have not really seen the impact of austerity on our school. When we move to our new site, we will look very well resourced. It was agreed that we needed to look carefully at our communications to ensure we are setting appropriate expectations and it would be useful to engage the Friends with this challenge.</b></p> <p>Staff survey. The results are very positive. A lower score for consistency of applying policies probably relates to the behaviour policy. Work is underway to ensure consistency across the school.</p> <p><b>Governors commented that it was very encouraging to see a very high score for Leaders doing all they can to improve teaching.</b></p>	
6	<p><b>REFLECTIONS ON STRATEGY DINNER</b></p> <p>Governors agreed that there had been a useful discussion at the dinner and there was good alignment between governors and staff. The process will lead to revised goals and KPIs coming to the June meeting for approval.</p> <p>Staff suggested it would be useful to have a discussion about strategy annually and to broaden it out to include heads of subjects too.</p>	
7	<p><b>SCHEDULE OF POLICY REVIEW</b></p> <p>The schedule for review of policies was approved. The schedule will need to be reviewed in the light of the Scheme of Delegation currently being revised and the decision making flow chart that is being developed coming out of the joint LGB awayday.</p>	
8	<p><b>PARENTAL COMMUNICATIONS</b></p> <p>Governors approved the revised parental communications statement. It was requested to insert a reference to austerity in view of the earlier conversation about the parents survey.</p>	

	It was agreed to seek feedback from parents on communications prior to revising the statement for next year.	
9	<b>AOB</b>  None	