



THE GOVERNING BODY OF NEW WOODLANDS SCHOOL

MINUTES

For the Governing Body Meeting held on

Wednesday 29 January AT 6:00 PM

Total 11 Governors: 1 x Head, 1 x Staff, 1 x LA, 2 x Parents, 5 x Co-opted 1 Vacancy	Initials	Category	Attendance
Charlie Warner	Head	Headteacher	Attended
Nichelle Fenniche (Chair)	MF	Local Authority Governor	Attended
Ida Shoush	AS	Co-opted Governor	Apologies
Elison Coutts	AC	Co-opted Governor	Attended
Janna Gent (Vice Chair)	JG	Co-opted Governor	Attended (online)
Lisa Hutton	LH	Staff Governor	Attended
Ilan Salih	SN	Parent Governor	Did not Attend
Katalie Page	PG	Parent Governor	Apologies
Devon Elliott	DE	Co-opted Governor	Apologies
Jack Harper	JH	School Business Manager	Attended
Vacant		Co-opted Governor	
Vacant		Co-opted Governor	
Also:			
Jatasha Dunbar	ND	Clerk	

1.0	<p><u>APOLOGIES, DECLARATIONS OF INTEREST, BUSINESS FOR THE MEETING and REGISTER OF INTERESTS</u></p> <p>Apologies had been sent from AS,NP,DE and were accepted by all governors. No apologies had been received from NS. There were no declaration of interest declared. Action: The clerk will send an email to NS to check attendance and welfare.</p>
2.0	<p>JH to join meeting to go through information raised from Governor Skills Audit in relation to Finance</p> <p>JH attended the meeting explaining financial information from the recent Governor Skills Audit. Sources of income is from one to one funding, and different income streams, small grants are also received and are managed by Lewisham, they are recorded on a finance spreadsheet.</p>

Financial capability is hard to monitor due to how information is received from the local authority.

The budget is set and monitored by the headteacher and SBM, trends are looked at, there are monthly weekly meetings. Budget holders have to discuss orders with JH; these are monitored closely.

Value for money, is set by using crown and approved contractors. The school try to stay with known reliable contractors.

Funding not from Lewisham is from out of borough placements. Money is owed by Hackney and Croydon; they are currently awaiting payment for placements. The biggest out of borough user is Bromley.

If governors have any questions relating to the Skills audit, they can send their questions to JH.

Action: JH to send the clerk the skills audit questions to circulate to governors.

JH left the meeting at 6.22pm.

3.0 MINUTES OF THE LAST MEETING & MATTERS ARISING

To approve the minutes of the meeting held on 25.09.24. Draft minutes had been circulated with the agenda.

The Chair thanked the school for all the hard work and the achievement of receiving a good Ofsted. The report was described as really good, capturing all the good work in the school and their relationships with the children.

All governors requested a well done to be sent to all staff, to be sent by the Headteacher. All actions were completed. DE is the attendance champion. The pay committee meeting was not required. The minutes were approved by all governors and the minutes signed by the chair.

4.0 GOVERNING BODY MEMBERSHIP

JH was to confirm if she will continue her role as co-opted governor and vice chair. JH advised she has too many commitments currently and will not be able to continue her role going forward but would be happy to continue her role as governor and accept the Vice Chair role until the end of the summer term FGB meeting, which will be her last day as a governor.

All governors agreed to JH to continue her role as a co-opted governor and Vice Chair until the end of the summer term. After this date, a new governor and vice chair will be required for the new school term 25/26.

The Chair of governors was nominated to continue their role as co-opted governor and Chair, due to their membership expiring in February. The chair agreed to continue their role as Chair of governors they had previously sent an email to governors requesting an interest in the role, which nobody accepted.

The chair also confirmed they would like to continue their role as the appointed Local Authority governor. All governors agreed to the chair continuing in this role. The clerk will send a nomination form to the Chair to complete, which will be forwarded to Suhaib Saeed, the Head of School Services.

Recent Resignations; Astenne Minto Co-opted Governor with effect from 04.01.25. All DBS checks were up to date.

	Action: Code of Conduct – Reminder to be sent to governors by the HT.
5.0	<p>Reports from Committees:</p> <p>Finance Committee: MF is to review the SFVS with JH, this is to be completed before the end of March. There is no finance update due to the Lewisham finance not sending the correct budget so the updated budget cannot yet be set. The termly meeting with school's finance has not yet been set either.</p> <p>It is confirmed NI will have to be paid by all employees; school will have to pay additional costs this will be due to the NI threshold being reduced.</p> <p>The head of finance is due to call a meeting regarding special school's budget.</p>
8.0	<p>LH – Solar: LH explained the school's assessment data called solar. The system tracks individual skills of children. The Boxall profile tells the children their targets, which helps LH to plan what flight path to place children on, so steps of progress can be reported. There are three different flight paths depending on the Boxall profiles which are completed twice a year.</p> <p>There is a secondary framework which is matched against the curriculum and is mapped to key stage 4. Clips show data, the data drop presented on the spreadsheet, is easy to be analysed for students, which helps to produce the data dashboard, this helps finding the children who are under achieving and what support is needed to be put in place. Attendance can be a factor.</p> <p>There is a poster in class to show the children what they are working towards; this helps children see their targets. LH has produced for both school stages primary and secondary, showing parents, where the children's levels are mapped against nationals. Key stage 3 and 4 have been mapped.</p> <p>The chair noted it was good the data was converted for parents, against the national settings which shows what level the children are working at, explaining where they are working now and going forward. Parents in the past questioned how the children were working well, if they are working under their school year, the solar system helps to explain the progress made whilst attending the school.</p> <p>LH was thanked for her hard work and presentation of the solar system used at New Woodlands School.</p>
9.0	<p><u>School Improvement</u></p> <p>A. Headteacher Report - School Improvement / Development Plan (SIP/SDP) and School Self Evaluation (this was discussed under five and six. The School budget is not ready due to the final budget not yet sent by Lewisham Finance team. The Challenge Partner update had been discussed previously.</p>
11.0	<p>Understanding your school's plan for 2025 tests or exams.</p> <p>Optional Key Stage (KS) 1 tests: not done by the school. A lot of year four are not up to Maths multiplication tests. April is the cut off to submit their tests. The children find it hard to work under pressure, a lot of children are not at the curriculum age. Year four are not working at year four levels, so tests will not be completed.</p> <p>GCSEs, AS and A-levels: English and Maths GCSE there are no AS or A levels children attending New Woodlands School. Students attend college and support is given in the process. It was reported last year elevens only a few have been reported as not continuing at college.</p>

2.0	<p>Wrap Around Care</p> <p>The school does not have a wraparound care, there is no breakfast club, but children are given breakfast, it is a good motivator which helps with punctuality. The school has after school clubs.</p>
3.0	<p>Equalities Data and Objectives</p> <p>Equalities Data had been approved at the beginning of the school year. AS had met to look at minor changes and looked at the objectives.</p>
4.0	<p>Policy Reviews</p> <p>All governors were sent policies prior to the meeting, to review.</p> <p>Michelle</p> <ul style="list-style-type: none"> • Health and Safety • CCTV • CME <p>Aida</p> <ul style="list-style-type: none"> • Bereavement • Stress management <p>Devon</p> <ul style="list-style-type: none"> • Mental health and wellbeing • Supporting children with medical condition • Safer recruitment <p>Alison</p> <ul style="list-style-type: none"> • Intimate care – Questioned what the provisions for intimate care are. The HT confirmed no children require intimate care, if children have an accident, the policy is for staff. • Stress management <p>Joanna</p> <ul style="list-style-type: none"> • School charging and remission • ICT safety • Everyone • Accessibility plan • Lock down <p>Action: Not all governors have reviewed their selected polices, these are to be reviewed before the next FGB meeting.</p>
15.0	<p><u>ANY URGENT BUSINESS AND ITEMS FOR NEXT MEETING</u></p> <p>Governor asked about teaching assistants views of how they are treated based on a BBC report on teaching assistants and how they feel valued in their roles, which a high majority felt undervalued especially in a SEN setting.</p> <p>The HT advised a staff questionnaire is due and can look at doing something additional to capture how teaching assistants are feeling, they are met with regularly by the behavioural manager and assistant leads. LH advised there is a difference between TA in mainstream and special schools.</p> <p>Action: JC will send the BBC link to governors to view.</p> <p>Agency staff were reported to want to stay at NW and reported to be generally happy.</p>

16.0	Governors Training Governors attending todays FGB meeting had training on the Solar System by LH and Financial training by JH.
17.0	Date and Time of next Meeting Wednesday 25 June 2025 to be held at the school.

Sign: PP M Fenniche

Date: 24/09/2025