



THE GOVERNING BODY OF NEW WOODLANDS SCHOOL

MINUTES

For the Governing Body Meeting to be held on

WEDNESDAY 6 JULY 2022 AT 6:00 PM

MEETING HELD – HYBRID (IN SCHOOL & VIA ZOOM)

<i>Total 11 Governors: 1 x Head, 1 x Staff, 1 x LA, 2 x Parents , 5 x Co-opted 1 vacancy</i>	Initials	Category	End of Term	Attendance
Carlie Warner	Head	Headteacher	Ex-Officio	Present
Michelle Fenniche (Chair)	MF	Local Authority Governor	21.02.2025	Present - Virtually
Aida Shoush	AS	Co-opted Governor	25.02.2023	Present - Virtually
Jas Basi	JBO	Co-opted Governor	21.02.2025	Present
Sarah Johnston	SJ	Co-opted Governor	21.02.2025	Apologies
Joanna Gent (Vice Chair)	JG	Co-opted Governor	21.02.2025	Present
Lisa Hutton	LH	Staff Governor	04.05.2025	Present
Nalan Salih	SN	Parent Governor	25.02.2023	Not Present
Natalie Page	PG	Parent Governor	19.07.2025	Apologies
Jack Booth	JBZ	Co-opted Governor		Present
Jack Harper	JH	School Business Manager		Present
Guest Speakers: Jamie Fernandez				
<i>Also:</i>				
Natasha Dunbar	ND	Lewisham Clerk	n/a	

A quorum of one half of the governors in office is necessary for all decisions. (5)

If you are unable to attend the meeting please notify the Clerk – Natasha.Dunbar@lewisham.gov.uk

1.0	<u>APOLOGIES, DECLARATIONS OF INTEREST, BUSINESS FOR THE MEETING and REGISTER OF INTERESTS</u>
1.1	There were no declarations of interest declared by governors on the agenda.
1.2	This was a hybrid meeting, held at the school and via Zoom. Apologies were accepted from SJ and NP. The Humanities and Science Lead were invited to give a presentation. Jamie Fernandez & Angie Jean -pean Governors were invited to look at pupil work book before the meeting began.

2.0	<p><u>GOVERNOR BODY MEMBERSHIP</u></p>
2.1	<p>There is one governor vacancy for a co-opted governor. This will be looked at in the new school term, in September.</p> <p>Action: Co-opted governor to be sourced.</p>
3.0	<p><u>MINUTES OF THE LAST MEETING & MATTERS ARISING</u></p>
	<p>The minutes of the meeting held on 2 February 2022 were circulated prior to the meeting.</p> <p>The minutes were APPROVED by governors as a fair and accurate recording of the meeting.</p>
4.0	<p><u>SCHOOL IMPROVEMENT</u></p>
	<p>Documents were sent out prior to the meeting.</p> <p><u>Headteacher's Report</u></p>
4.1	<p>The HT will speak to Suhaib Saeed regarding the use of the governor hub. Jack B had signed for governor hub but had not heard back yet.</p>
4.2	<p>The curriculum is making good headway. The focus is on staffing, the school currently have too many supply teachers.</p>
4.3	<p>The Recovery Plan has been sent to the Local Authority, they are awaiting a reply. Key stage 1 & 2 are to have two teaching assistants in each classroom as a minimal offer, this is to raise standards in the classroom.</p>
4.4	<p>There will be a shortage of staff in September, due to finding new staff. The current supply staff want to apply for the vacant TA roles. Key stage 3 & 4 is a concern due to the amount of students, 59. This will pose a health and safety risk.</p>
4.5	<p>Three staff have been employed. JH reported recruiting is difficult due to competition with the private sector. Applications received were not good enough. Jack B suggested advertising at Universities, linking in with their open days. Goldsmith being an example. They hope to take on supply staff but had to cancel interviews due to the Admin officer leaving. It was noted supported staff are not well paid.</p> <p>Action: JH will look into advertising at a university.</p>
4.6	<p>The HT does not feel they would have issues recruiting, they are hoping supply teachers apply and are taken on a fixed term contract.</p>
4.7	<p>The primary TA roles are easier to fill, secondary TA roles are a concern due to changing behaviours. SLT may need to go into classrooms to help support in lessons which will stretch SLT capacity.</p>
4.8	<p>Behaviour and Regulation training has been delivered to staff. More work is to be focused on in the classroom across the school. This will be launched in September. This is linked into aspirations. The children have been consulted on how to use the Zones of Regulation, different zones are used to calm the children. This is linked to active listening and aspirations. Strategies have been discussed with the students, to help them regulate themselves and to understand how to use the zones.</p>
4.9	<p>Behaviours have changed throughout the year, HT noted it will take time to see the difference from the main stream school to a special school.</p>
4.10	<p>The Behaviour policy has been reviewed many times. Exclusion numbers have reduced but is still too high.</p>
4.11	<p>A discussion was held about staff wellbeing. The school is looking to buy into a confidential service, for staff to talk confidently. There are supervisors and counsellors</p>

	<p>on sight but they tended not to be used, due to staff wanting to go home at the end of the day. It was reported staff felt the School Therapist was too close to the school. It was advised teachers needed an outlet for when they needed it, reminding staff wellbeing has an impact on children's learning.</p>
4.12	AS advised new students will need support in regulation.
4.13	There are 6 new children who are in year admissions. There is no team to work with the children helping them transition into the school.
4.14	The school currently have 96 pupils. There is to be a meeting with the local authority who wish to cut the number of pupils. The meeting will be held on 11 th July. Funding may be cut to the school due the school not being at full capacity. Jas B advised the funding is an historical issue, students maybe at the school who have not had a SEN Statement.
4.15	The Green Paper will discussed at the next FGB meeting.
	Action: Green paper to an agenda item.
4.16	Peer review / School improvement visit report
4.17	The Peer Review was cancelled. The Challenge Partner Review was held internally, deep dives and spot observations were completed. The Challenge Partner Review is to be completed in the Autumn Term.
4.18	The School had a positive review by the School Improvement Officer, there are areas to be looked at for improvement. Children's Outcomes/Successes are to be shown around the school, to show who has gone on to college and received accreditations. The school is currently rated Green, which is good with some outstanding features.
	Action: Notes of the visit to be sent to the governors by the HT.
4.19	Coronavirus catch-up premium - This funding was a one off, but you should continue to monitor it where your school has carried forward any unspent funding from the 2020/21 academic year.
4.20	The catch up premium was around £200k. The money was spent on sensory climbing walls for the Primary and other essentials for students.
4.21	OFSTED To consider any action or training required in preparation for OFSTED
4.22	No governors attended the Challenge Partner Review training. The HT will arrange a mock 90 minute phone call for OFSTED preparation. This will be organized by Giles the school SIP and paid for by the School Improvement Strategy. The school will liaise with other Special Heads to share the costs.
4.23	MF advised they had done the mock training and was glad to hear positives about the Middle Leaders, the meeting was longer than 90 minutes.
4.24	MF will provide the training check list which is on the Key,
4.25	Action: HT to meet with MF and share info with governors regarding mock training. Dates will be sent out. The middle leaders will be included and information shared with the link governors.
5.0	<u>SCIENCE & HUMANITIES LEAD</u>
	A presentation was given by the Science and Humanities Lead.
5.1	Jamie Fernandez is the Humanities Lead, he was previously at Bonus Pastor School. He has helped develop and improve science at New Woodlands. Citizenship has been incorporated into science. There is now a curriculum plan for staff, so they know what they are teaching every half term.

5.2	New equipment has been ordered for science teachers. Students participated in science week. There have been science trips which will enrich the students learning and their culture capital.
5.3	Science leads are to attend courses and hubs to help with their teaching. The HT reported there was an update on GCSE, 3 out of 6 students entered from Yr. 10. JBZ commented on work done by the pupils and the school.
5.4	HT advised science had been transformed. The science facilities and delivery of science had improved, this can be seen in the pupils work in primary.
5.5	JF advised they had changed the curriculum, helping to develop resources for the pupils in year 10/11, working on reward schemes. JF has mapped the learning according to the national curriculum.
5.6	A discussion was held about the topics on the history curriculum and if the children were enjoying the subjects. LH advised decolonisation of the curriculum is discussed across the board. The children are learning a wide range of topics.
5.7	JF had developed a spirituality calendar, which has hyperlinks showing the relevance of occasions. All teachers have access to this calendar.
5.8	LH stated the children started accreditations in Yr10/11, they are getting the accreditations and certificates, and are enjoying their learning.
5.9	It was asked if there was an increase in exam costs. It was advised There is an increase in costs, this was not considered by the LA when the school was extended, and the budget has been an issue due to added costs.
5.10	JF would like to attend a short course in Humanities, this is currently not available. JF would like to progress a subject in to a short course, History, RE and Citizenship. Subjects to support pupils in the future. Financial, Life Skills lessons are to be considered for the future.
5.11	JF advised the curriculum is meeting their targets, the children are enjoying their lessons more. LH advised they are building relationships with the students.
5.12	JB queried incidents in the summer term and how they are reported in the data. MF advised there are summer programmes for the children, which are on the school website. There is a concern some students are not accepted at the clubs due to their needs and SEN statements. The school cannot financially afford to pay staff to run a holiday club, the resources are needed to manage behaviour.
5.13	The National Tutoring Programme does not work with their pupils. Specialist staff are used to help pupils catch up, which is taking staff from the classroom. Surplus staff are also used to support in the classroom.
6.0	<u>REPORTS FROM COMMITTEES</u>
	a) Pupil Progress and Wellbeing Committee
6.1	The Pupil Progress meeting did not go ahead and will be held in the autumn term.
	b) Finance Committee Minutes of the meeting of 18th May will be circulated in advance of the meeting.
6.2	A draft proposal was drawn up, a 3 year model for staff. The report was finalised for finance.
6.3	JH reported the LA did not accept their draft version of the report. The deficit is reducing year on year. A complete recovery cannot be shown, because the income is reliant on pupils attending outside of the borough. The report has now been submitted which they are happy with.

6.4	<p>The school budget has been reduced over the years by £900k.</p> <p>MF praised the school on their budgeting report. JH advised a monthly meeting will be held to review the school budget.</p>
7.0	<p><u>POLICY REVIEW</u></p> <p>Policies to be reviewed are the CCTV and Attendance Policy.</p> <p>Action: Policies to be reviewed at next FGB.</p>
8.0	<p><u>TRAINING ATTENDED BY GOVERNORS</u></p> <p>Jack B and JG attended Finance training, learning about the National Funding Formula and central funding.</p>
9.0	<p><u>Staffing for Next year</u></p> <p>The administrative officer left a few weeks ago. A TA left from Key stage. A TA has now been appointed.</p>
10.0	<p><u>Contextualised Safeguarding</u></p> <p>There is an action plan for Peer on Peer and Child on Child. There are 10 new key part of safeguarding. Training has been attended. There is the Brook Traffic Light System and Parental Responsibility, keeping their children safe.</p>
10.1	
10.2	<p>There are five students who leave school early for various reasons, keeping children safe and also parent capacity.</p>
11.0	<p>AOB:</p>
11.1	<p>Governor's morning was cancelled. Student's books were looked at in this FGB meeting. Forms are to be sent to evidence this.</p>
11.2	<p>Jack B has not yet had a visit of the school, this is to be organised. Jas B visited the school two weeks ago during the safeguarding audit.</p> <p>The Health & Safety Audit is complete.</p>
12.0	<p>DATES AND TIMES OF FUTURE MEETINGS</p> <p>All meetings to be held at 6:00 PM</p> <p>Dates to be confirmed. Meeting dates were circulated prior to meeting.</p> <p>Part 1 of the meeting ended at 8.15pm.</p>

Signed:

PP An Warden

Date:

7/12/2022

