



Learning and Achieving Together

**T h e M u l b e r r y P r i m a r y S c h o o l**  
**Minutes of Governing Body Meeting**  
**Thursday 18<sup>th</sup> May 2023 at 6pm**  
**Hybrid meeting – at the school (S) and online via Zoom (Z)**

**Governing Body Membership**

GOVERNOR TYPE	NAME	INITIALS	TERM END DATE
LA Governor (x1)	<i>Vacancy</i>		
Co-opted Governors (x7)	Dean Britton, <i>Chair</i>	S DB	02.12.24
	Fr. Simon Morris, <i>Vice Chair</i>	Z SM	03.03.26
	Imani Henry	Z IH	02.12.24
	Jennifer Meech	S JM	02.12.24
	Cllr. Reg Rice	Z RR	11.11.25
	Helen Sweetlove	S HS	07.02.25
	David Vigoureux	S DV	02.02.27
Parent Governors (x3)	Jasmine Green	S JG	20.03.27
	Mizanur Rahman	Z MR	20.01.26
	Gosia (Malgorzata) Dymerska	Z GD	19.04.27
Staff Governor (x1)	Manuela Errigo	S ME	06.01.27
Headteacher (x1)	Michelle Akarsu	S MA	<i>Ex officio</i>

*\*Asterisk denotes absence. Quorum is six governors.*

**Also in attendance:** Paul Cogan (PC), Deputy Head (S), Christine Hatt (CH), HEP Clerk (Z), Rustan Smith (RS), potential governor (S)

**PART 1**

**1. Welcome; apologies for absence**

1.1 DB welcomed everyone to the meeting and declared it quorate.

1.2 DB extended a particular welcome to the new parent governor, GD, and introduced her to the FGB. He also explained that RS was attending to observe and learn about the Board's work, as he was interested in becoming a school governor. A brief CV for RS had already been circulated to the FGB and DB asked him to say a few words about himself and why he would like to become involved.

RS explained he had completed a university degree, then gone to work for an MP, which he still did. He had always been interested in education and now wanted to gain some direct experience. He lives locally and is excited at the prospect of contributing to the work of a school close to home.

**2. Declarations of interest, pecuniary or otherwise, in relation to items on the agenda**

2.1 There were no Declarations of Interest.

**3. Membership of the governing body**

3.1 *Introduction of new parent governor*

This had already been done under 1.2 above.

### 3.2 Co-opted governor and LA governor vacancies – introduction of candidate

There was an LA governor vacancy and there would also be a co-opted governor vacancy after SM left at the end of July. RS, who had already been introduced, was a possible candidate for the posts.

### 3.3 Plan for development of link governor roles and visits

DB explained that he wanted the FGB to develop its link governor roles. They would encourage individual governors to develop specialisms, allow the burden of Board work to be shared with the Head and Chair, and strengthen the school. There is a statutory requirement for the Board to have SEN and Safeguarding link governors, and a link governor for governor training is advised. Beyond that, schools can make their own decisions. Each link governor will have their own role description.

This subject will be discussed at an Awayday DB and MA are planning to hold at the school later in the summer term (see 3.4 below). Further information will be circulated as soon as it is available.

### 3.4 Plan for Awayday

DB said that the Board was getting bigger and better. As noted above, a governor Awayday will be held at the school soon, probably in July, where various matters of interest will be discussed.

## 4. Minutes of the previous meeting (30<sup>th</sup> March 2023); matters arising

4.1 The Part 1 minutes of the 30<sup>th</sup> March 2023 FGB meeting were **approved**.

4.2 Matters arising:

### Actions from 3<sup>rd</sup> February 2022 FGB:

Item	Action/status	By whom
6.1 (5)	Ask SBM if the insurance claim for stolen iPads has been paid. <b>CARRIED FORWARD</b> : SBM will report at the 6 <sup>th</sup> December Resources Committee meeting. <b>UPDATED 2<sup>nd</sup> February 23: CARRIED FORWARD</b> as not discussed in Committee. <b>UPDATED 30<sup>th</sup> March 23: CARRIED FORWARD</b> as 21 <sup>st</sup> March RC cancelled. <b>UPDATED 18<sup>th</sup> May 23: CARRIED FORWARD</b> : SBM will report at 13 <sup>th</sup> June RC.	MA/SBM

No actions outstanding from 31<sup>st</sup> March/19<sup>th</sup> May/7<sup>th</sup> July 2022 FGBs

### Actions from 22<sup>nd</sup> September 2022 FGB:

Item	Action/status	By whom
6.1	Send instructions to governors about how to confirm acceptance of Code of Conduct on Governor Hub/confirm acceptance. <b>CARRIED FORWARD</b> : instructions were sent but not all governors have accepted. CH to send reminder. <b>UPDATED 2<sup>nd</sup> February 23</b> : Some governors have still to do this. DB said it was urgent. CH to send instructions to new governors DV and ME. <b>CARRIED FORWARD. UPDATED 30<sup>th</sup> March 23</b> : A few governors (including new governors) have still to add their confirmations. DB emphasised the importance of doing so as soon as possible. CH to send another reminder. <b>CARRIED FORWARD. UPDATED 18<sup>th</sup> May 23</b> : Some confirmations are still missing. <b>CARRIED FORWARD.</b>	CH/All governors
7.1 (2)	Read new KCSIE, taking note of updates, and confirm this on Governor Hub. <b>CARRIED FORWARD</b> . Some governors have not done this - CH to send a reminder. <b>UPDATED 2<sup>nd</sup> February 23</b> : Some governors have still to do this. DB said it was urgent. CH to send instructions to new governors DV and ME. <b>CARRIED FORWARD. UPDATED 30<sup>th</sup> March 23</b> : As for 6.1 above. <b>CARRIED FORWARD. Updated 18<sup>th</sup> May 23</b> : Some confirmations are still missing. <b>CARRIED FORWARD.</b>	CH/governors

### Actions from 1<sup>st</sup> December 2022 FGB:

Item	Action/status	By whom
8.2	Check list of policies to see if any can be reviewed every two years not annually. <b>UPDATED 2<sup>nd</sup> February 23: CARRIED FORWARD. UPDATED 30<sup>th</sup> March 23:</b> MA said this would be completed for the 18 <sup>th</sup> May FGB meeting. <b>CARRIED FORWARD. UPDATED 18<sup>TH</sup> May 2023: CARRIED FORWARD.</b>	MA
9.2	Complete Prevent, Pupil Premium, Safer Recruitment and Safeguarding for Governance training on Governor Hub via The Knowledge (formerly The Key) tab and let CH know; record the training. <b>UPDATED 2<sup>nd</sup> February 23:</b> Not all governors have completed. CH to send reminder/instructions for new governors and put on 30 <sup>th</sup> March 23 FGB agenda. DB said it was crucial for all governors to have a good understanding of safeguarding. He is a Designated Safeguarding Lead (DSL) and would be happy to answer any safeguarding questions governors may have via email. Governors can also access Finance training via the Learning Pathways tab, which is reached via The Knowledge tab. It would be good if they could complete this session as well. If governors have any queries about school finance, they should ask a Resources Committee member. <b>CARRIED FORWARD. UPDATED 30<sup>th</sup> March 23:</b> Some governors have done all of the trainings requested, some have done one or two and some have done none. DB said all governors should complete these trainings as soon as possible. They were really easy to access and completing them would benefit the FGB as a whole. MR and HS had completed all these courses and more. MR said it was really worth it and had opened his eyes to new aspects of the work. HS said it was possible to do each course in more than one session and this might help governors who were short of time. DB asked governors to contact him if they needed any support to access the courses. There was an expectation that FGB members carry out relevant training as part of their role. <b>CARRIED FORWARD. UPDATED 18<sup>th</sup> May 23:</b> DB to discuss governor training under agenda item 5.3 below. <b>COMPLETED</b> as matter arising.	Governors/ CH

### Actions from 2<sup>nd</sup> February 2023 FGB:

Item	Action/status	By whom
5.1 (2)	Type up SWOT analysis and circulate to all governors. <b>UPDATED 30<sup>th</sup> March 23:</b> DB had typed up his SWOT analysis and this had been circulated with the rest of the FGB papers. He asked if governors wanted to add any items to it and/or to have an awayday where they could discuss all the topics in it more broadly. He also said he would like to return to in-person FGBs as it was important for everyone to be together. JM said in-person FGBs would be good but there should be the option to attend remotely if necessary. DV said that online meetings could be difficult and in-person meetings should be the default. An in-person awayday would allow governors to dig deeper into the issues. DB asked CH to check if it was now (post-pandemic) even legal to continue with online FGB meetings. [CH checked and it was.] DB asked governors to raise their hands if they were happy to return to online FGB meetings. SM abstained as he would be leaving soon but everyone else was in favour. DB then asked governors to raise their hands if they would like an awayday to discuss the SWOT analysis. SM abstained, everyone else was in favour. DB to arrange. <b>CARRIED FORWARD. UPDATED 18<sup>th</sup> May 23:</b> Awayday to be in July. In-person meetings to restart in September. <b>COMPLETED.</b>	DB
	Research local private nurseries (extent of provision, costs etc) and prepare a proposal for a nursery offer at The Mulberry. <b>UPDATED 30<sup>th</sup> March 23:</b> MA said she had already done a lot of research and would present a paper at the next	

5.1 (3)	Resources Committee meeting (2 <sup>nd</sup> May). <b>CARRIED FORWARD. UPDATED 18th May 23:</b> MA had presented a paper at the 2 <sup>nd</sup> May RC and re-circulated it for today's meeting. It would not be economic to provide a greater nursery offer now, as a separate entrance would be needed for safeguarding reasons. RC/FGB may review in a few years' time. JM thanked MA for this work. <b>COMPLETED.</b>	MA
5.2 (1)	Circulate the final version of the Racial Equity Pledge to all governors. <b>UPDATED 30<sup>th</sup> March 23:</b> DB said that some additional amendments were being made to the pledge so it could not be circulated yet. He would keep governors posted. <b>CARRIED FORWARD. UPDATED 18<sup>th</sup> May 23:</b> The new pledge has been finalised. It will be launched at a conference in the autumn. <b>CARRIED FORWARD.</b>	DB

### Actions from 30<sup>th</sup> March 2023 FGB

Item	Action/status	By whom
6.1 (1)	Show authorised and unauthorised absences separately in HTR attendance tables. <b>UPDATED 18<sup>th</sup> May 23:</b> MA had asked Helldata to provide this information. This has been circulated for today's meeting and will be for all future meetings. <b>COMPLETED.</b>	MA
6.1 (2)	Put attendance figures on the school website. <b>UPDATED 18<sup>th</sup> May 23:</b> Attendance data will go out via Marvellous Me rather than on the website. <b>COMPLETED.</b>	MA
6.1 (3)	As well as showing complete results data, show data separately for children with EHCPs and/or characteristics that impact their attainment and those without. <b>UPDATED 18<sup>th</sup> May 23:</b> SEND data is now being shown separately. <b>COMPLETED.</b>	MA
6.1 (4)	Amend the Scheme of Delegation as described in the minutes. <b>UPDATED 18<sup>th</sup> May 23:</b> Original amendment made but other issues have come to light. CH to review the complete document and re-present in September. <b>CARRIED FORWARD.</b>	CH
6.3	Send comments on SFVS to MA. <b>UPDATED 18<sup>th</sup> May 23:</b> Done and SFVS to be signed off today. <b>COMPLETED.</b>	MR
9.1	Ensure governor visit reports are a standing item on the FGB agenda. <b>UPDATED 18<sup>th</sup> May 23: COMPLETED.</b>	CH
10.1 (1)	Check whether there is a Pupil Premium Policy. <b>UPDATED 18<sup>th</sup> May 23:</b> There is not. MA to research need and options further. <b>CARRIED FORWARD.</b>	MA
10.1 (2)	Check whether the Maths results of Pupil Premium children are farther from the national average than those of other children. <b>UPDATED 18<sup>th</sup> May 23:</b> This will be discussed by the Education Committee. <b>COMPLETED.</b>	MA
10.1 (3)	Make the PTA a standing item in the Headteacher's Report. <b>UPDATED 18<sup>th</sup> May 23:</b> MA will do this for the 6 <sup>th</sup> July FGB meeting and thereafter. <b>CARRIED FORWARD.</b>	MA
10.1 (4)	Formalise the PTA's financial and other arrangements. <b>UPDATED 18<sup>th</sup> May 23:</b> PC is leading on this and will keep the FGB updated. <b>CARRIED FORWARD.</b>	JG/PC

## 5. Chair's Items

### 5.1 Strategic direction of the school and FGB, to include SWOT analysis

DB said all this would be discussed and the SWOT analysis reviewed at the forthcoming Awayday.

### 5.2 Racial Equity Pledge update

See 4.2 matters arising (2<sup>nd</sup> February, 5.2 (1)) above.

### 5.3 Governor training

DB said CH had sent him a chart of the training she understood each governor had completed. Some had done everything asked of them but there were many gaps. He did not intend to name and shame but the Board had to meet its obligations. If Ofsted inspectors attended today, the school would be unlikely still to receive a Good (2) rating because of this issue.

SM asked if it would be worth speaking to each governor about what they had to do. DB said he would contact everyone individually about the legal requirements and provide a deadline for the training he had outlined to be completed. This would be 18<sup>th</sup> June. It would be good to have an Awayday, appoint more link governors etc, but these basic requirements had to be met first.

**Action: DB**

JM said she was not sure if governors had been informed what they had to do. CH said DB had explained in previous FGB meetings and she had sent requests via Governor Hub. She would resend them after this meeting. RR said the best way of getting governors to engage was at meetings. DB said this was not practical, as it would take hours. Safeguarding training alone lasted three hours.

## 6. Headteacher's Items

### 6.1 Headteacher's Report (Part 1)

The Head had circulated her report to all governors before today's meeting.

#### Staffing

This year, the date by which teachers must resign if they wish to leave at the end of the summer term is 31<sup>st</sup> May. Two have already resigned, a Teach First trainee and a KS1 teacher who used to be an HLTA. The school is recruiting to replace them and to hire two TAs for the P4A. The school has also asked UCL for two PGCE students to start in September.

One of the Assistant Heads, Hannah Blausten, will also be leaving to take up a post at a research school in Camden. An advert has gone out for her replacement too.

#### Numbers on Roll (NOR)

There are 580 children on the Mulberry roll this month, compared with 611 in May 2022.

MA explained that the school would submit its summer census data the next day (19<sup>th</sup> May).

#### Attendance

Appendix 1 of the Headteacher's Report shows attendance percentages for Nursery, Reception and each Year Group as of 5<sup>th</sup> May. As governors requested previously, the absence figures are now broken down into authorised and unauthorised absences.

Mulberry staff and the EWO are continuing to work to improve attendance. A new incentive that they are trying is to pair friends, in the hope that each will encourage the other to come in.

#### Spring Data

The comparative Autumn and Spring Data and more detailed Spring Data alone had been circulated as Appendices 2 (1) and 2 (2) of the Head's Report. Deputy Head PC had presented these documents at the 4<sup>th</sup> May Education Committee meeting and had come to the FGB to do the same.

He explained that the Spring Data document shows numbers of children as well as percentages to help governors understand the information better. The number of SEND children is also shown for each data category, again to aid interpretation. It is important for governors to be aware that although there often appear to be lower numbers of SEND pupils in Years 1 and 2 than in higher years, this may be because Special Educational Needs had not been diagnosed at that early stage. Likewise, governors should know that Mulberry has a higher percentage of SEND pupils than the national average. For example, in Year 3, 27 of the 43 pupils are classified as SEND.

PC added that governors should also note different types of assessment are used in different years. For example, teacher assessment is used for Year 1 pupils, but Year 2 children take SATs, and their results are part of, and can be compared with, a national data set.

RR asked what GDS in the data sets meant. PC said it stood for Greater Depth Standard. It was difficult for children to achieve this. For example, in Maths they had to score more than 90 per cent. Governors should be aware that pupils achieving GDS are also included in the ARE numbers.

PC explained the Spring Data set also separates the results for those pupils who attract Pupil Premium and those who do not. It was important to be aware of the nuances in the numbers.

JM asked about the Year 4 percentages for Reading, which were noticeably lower than those for other years. PC said that this was because current Year 4 pupils had been in Year 2 during the worst of the Covid lockdowns. As pupils have heavy reading exposure during Year 2, there had been a major impact on the Reading results for this group as they moved through the school. In addition, Years 3 and 4 had the highest proportion of SEND students in the school.

PC said that Mulberry was addressing the Covid-related gaps by providing opportunities for extra reading practice now. A large part of the issue was a lack of reading fluency, and this was attributable to all the daily supported reading that had been missed during the lockdowns.

MA added that the school had just bought in some additional reading volunteers from the Coram Beanstalk programme. They will be funded by a grant from The Tottenham Grammar School Foundation. The SMSAs also stay after lunch to support children with their reading.

PC said an HLTA was providing reading support, too. Improved reading did not affect only the SATs results for Reading. For example, it also helped children understand Maths reasoning questions, which were often language-rich. This meant better reading could lead to better Maths results.

MA added that the school was holding breakfasts for children's parents and carers, where they learned how to better support their children's learning. A breakfast had already been held for Year 3 and 4 parents and another was being held for Year 1 parents the next day (19<sup>th</sup> May).

RR asked how parents who could not speak English helped their children with reading. PC said pupils take home only books they can access independently. MA added that even if parents do not speak English, they can still listen to their children read. Children can also read with siblings, and within school with volunteers. ME said parents just need to get their children interested in books.

*(SM had informed governors he could not stay until the end of the meeting, and he left at 6.45pm.)*

DV said he had heard in the news that UK reading skills had improved. Was the use of phonics the reason? PC said phonics teaching at Mulberry was very good, thanks especially to Emma Johnston, the Assistant Head and EYFS/Year 1 Lead. The aim is to build first fluency, then comprehension.

Returning to the Spring Data table, JM pointed out that brackets were being used to highlight different things and this was confusing. For example, in Row 1, Column 1, 51 was the number of Year 1 children reaching ARE in Reading. But in Row 1, Column 2, 13 seemed to be the total number of SEND children, not the number reaching ARE. JM said SM had also asked for LA average and national average figures to be provided for comparison. PC said he would look into these issues.

**Action: PC**

IH asked whether PC looked at the EAL data to see what impact having English as an additional language might have on pupils' results. PC said this was a difficult area and when pupils were completely new to the country, he sometimes chose not to put them through tests. Mulberry uses the Flash Academy platform for pupils who are new to English. They can access it in their first language and the platform also carries out an assessment of their English level. MA added that about 80 per cent of Mulberry's pupils speak English as an additional language.

PC next turned to the chart comparing the autumn and spring data. He pointed out that the percentages of children reaching ARE in all subjects had increased markedly across the year and that this was the result of quality-first teaching. It was important for governors to be aware that in Writing, the amount of evidence teachers can use for assessment grows across the year. It would be highly unlikely for any child to reach GDS in Writing in the autumn term because there was not enough work to review. The summer term data would be shared with governors in due time. Then the growth in attainment across all subjects, but especially in Writing, would be apparent.

MA said LBH would be coming to the school in the second half of the summer term to moderate Year 2 Writing. There would be four moderators including PC, who is the Lead Moderator.

JM noted the school had a big turnover of students, so staff and governors did not always see pupil results progress all the way from Year 1 to Year 6. PC agreed and said rising rents in Haringey had just led one family to move to Enfield. Their children had been GDS pupils but the progress the school had enabled them to make would no longer be reflected in its results. MR said staff should not be disheartened. Pupils would take the value Mulberry staff had added wherever they went.

PC explained that some SEND pupils could not access the tests. Of the 27 SEND pupils in Year 3, 22 or 23 were in this position. RR asked how the progress of these children was measured. PC said they could sometimes manage some entry-level questions. RR asked how the data sets showed which pupils could not do the tests. PC said it was possible to work it out from the numbers there.

### 2022-23 Budget Outturn

The Budget Outturn, showing the variances against the forecast, had been circulated to governors as Appendix 3 of the Head's Report. MA said the school was finishing the year with a surplus of £376,320.48. A range of additional funds had come in to make this possible. Lines I01 (delegated funds from the LA) and I18 (Covid catch-up and related funding) showed the main extra income received. Lines E01 (HLTA covering for a teacher) and E05 (maternity leave cover) showed the main expenditure savings. As SM, the Chair of the Resources Committee, had already left the meeting, MA asked Resources Committee member MR if he had any further comments.

MR said that MA and SBM Yvette Henry had done a fantastic job to end the year with a surplus. However, there was still an in-year deficit, and this would eat into the surplus over time. It would therefore be essential to focus on cutting costs in 2023-24.

### 2023-24 Draft Budget

The 2023-24 draft budget had been provided as Appendix 4 of the Head's Report. It showed the surplus was likely to reduce dramatically in the year, so natural wastage would have to be sought.

The budget allowed for a 5 per cent rise for teachers and an 8 per cent rise for support staff. A further 2 per cent increase in energy prices had also been built in. The staff team would be reduced by one teacher, as Mulberry was changing from three-form to two-form entry. The budget allowed for six agency members of staff.

LBH had asked Mulberry to take on 14 new pupils with EHCPs. MA had met the Director of SEND to discuss this and the number was then reduced to nine, the others now going to different local primary schools. These schools were generally closer to their homes but had been passed over. The nine remaining would be in Mulberry's mainstream school, not the P4A.

JM asked if parents of SEND children could choose where they went. MA said places were allocated by LBH's SEND Department. The borough had been unaware that four children from Mulberry's Reception class had EHCPs and would be moving up into the main school in September. This showed that more joined-up work was needed so that the right decisions could be made.

DB asked if EHCPs were banded. MA said yes. DB said the funding provided for SEND pupils depended on whether they went to a mainstream or special school and the level of need identified.

MA said she was going to do a piece of work on these issues with LBH's SEND Department, Katie Rye, the Mulberry SENCO, and Nkem Nwaozuzu, the Assistant Head with responsibility for Inclusion and the P4A. This would be presented at the next SEND Forum.

JM asked MA if she thought parents of SEND children were choosing Mulberry because of the P4A. MA said that was probably the case. JM said the FGB had talked about expanding Mulberry's specialist provision. What was the process for this? MA said the proposal would need to go to LBH. She wanted to settle new pupils in before considering this further. She was also mindful of the impact extending the P4A would have on the school's data. MR said if there were concerns about this, the data would have to be clearly segregated into SEND and non-SEND. MA agreed.

JM asked if P4A places were well funded, and MA said yes. DB asked if extra staff would be needed if the P4A expanded. Any discussions with LBH would have to take this possibility into account. The borough's high needs spending has been substantially over budget and the government has now provided additional 'Safety Valve' funding, but LBH is spending this money with great care.

MA noted that the draft budget gives the school's curriculum leads the money they had requested. It also takes into account government provision of £2.65 per pupil per day for FSM from September.

MA added that the draft budget forecasts the school would have a surplus of £237,841 by the end of the 2023-24 financial year. She then asked governors if they were happy to approve it for submission to LBH. The draft budget was unanimously **approved**.

MA also advised governors that the SFVS had been circulated to them as Appendix 5 of her report. It had already been amended as requested at the 30<sup>th</sup> March FGB and submitted to LBH.

### Catering

MA said Lunchtime would start as Mulberry's new catering provider on 26<sup>th</sup> June. Consultation with the existing catering staff had begun on 3<sup>rd</sup> May and would end on 5<sup>th</sup> June. Four of the staff would be TUPE'd over. Unison would have discussions with each of them individually and they would all become subject to Haringey's terms and conditions of employment.

### Policies

These will be discussed under agenda item 8. below.



## Events

Events that have taken place in the school since the last FGB are listed in the Head's Report.

## Visits

School visits that have taken place since the last FGB are listed in the Head's Report.

## **7. Committee Updates**

### *7.1 Premises Committee*

There had been no Premises Committee meeting since the 30<sup>th</sup> March FGB. MA had circulated a Premises Action Plan to the FGB as Appendix 7 of her report.

### *7.2 Education Committee (4<sup>th</sup> May)*

IH, the Chair of the Education Committee, told the FGB that the PE/PSHE and EYFS Leads had presented at the 4<sup>th</sup> May meeting.

Governors learned that the aim of the PE curriculum was to help pupils become physically confident. The school would be extending the range of activities it offers to include archery, fencing and ballet. It had also bought some PE kits for children to use if they forgot their own. It was hoped that P4A children would be able to return to Tottenham Green Pool in September.

The EYFS curriculum encourages children to read and to express themselves through talking. The school already has some chicks and is hoping to get a rabbit, as animals can be calming and provide a good focus for discussion. Reception children have made good speech and language progress but there is still work to do to bridge the Covid gap.

The Committee had also reviewed the attainment data that PC had presented to the FGB today.

SATs were coming up and pupils would be given breakfast at school to help them be prepared.

### *7.3 Resources Committee (2<sup>nd</sup> May)*

As SM, the Resources Committee Chair, had had to leave early, MR told the FGB about what had been discussed at the most recent Committee meeting.

The 2023-24 draft budget and the SFVS were the key items discussed and it was noted that the school should aim to build up its reserves. Key cost areas would be analysed as part of this process. The Committee also decided to introduce extra controls around the inventory file.

JM asked if there was a cap on the surplus a school could carry over. MA said it was 8 per cent of the total school budget (about £450,000) and Mulberry was under this amount.

MA also explained that The Tottenham Grammar School Foundation had been very generous to the school, for example by providing funds to subsidise the Pendarren trip. PC added that the price reductions this made possible had, of course, been passed on to families.

MA also informed governors that the school would continue to hire out its car park for events at the Tottenham Hotspur Stadium, including the five upcoming Beyoncé concerts. DB noted that many more events were coming up, including go-karting, NFL matches and rugby. MA added that the school gets the full amount agreed for each event even if the car park is not full. JM suggested that the school could advertise the availability of its parking space more.

Governors discussed again the possible re-opening of Tottenham Green swimming pool, but it was noted that no date for this had yet been publicised. MA said she had asked various other local schools with their own pools, including South Harringay, if Mulberry pupils could use them, but they had not had any availability. Harris Academy does not let other schools use its pool.

## 8. Policies and Other Items for Ratification

8.1 The following policies were presented by the Resources Committee for ratification by the FGB:

*Accessibility; Equality & Diversity in Employment; Equality Objectives; Lettings; Managing Allegations Against Other Children; Privacy Notice for Visitors & Contractors (GDPR); School Minibus; Twitter*

DB noted that the Managing Allegations Against Other Children Policy contains a reference to KCSIE 2021 on the first page. This should be KCSIE 2022. MA said she would amend this.

### Action: MA

DV asked about the stages involved in investigating such an allegation. It seemed that children directly affected would not hear anything for a while. MA said it depended on the allegation. The school took advice from Social Care and/or the police as appropriate and did its best to ensure communication between the different services. ME added that if an incident occurred late in the day, it generally took longer to follow up than an incident that occurred earlier.

Governors **ratified** all the policies on the agenda, subject to the one amendment listed above.

## 9. Governor Visits and Training

9.1 There had been no governor visits or training to report on.

## 10. AOB

10.1 There was none.

## 11. Date of next meeting

11.1 The next FGB meeting will be held online on **Thursday 6<sup>th</sup> July at 6pm.**

There being no other Part 1 business, this part of the meeting closed at 7.43pm. ME, PC and RS left.

SIGNED:

CHAIR OF THE GOVERNING BODY

DATE:

SIGNED:

HEAD TEACHER

DATE:

**Actions lists are on the following pages.**

### Actions from 3<sup>rd</sup> February 2022 FGB:

Item	Action/status	By whom
6.1 (5)	Ask SBM if the insurance claim for stolen iPads has been paid. <b>CARRIED FORWARD</b> : SBM will report at the 6 <sup>th</sup> December Resources Committee meeting. <b>UPDATED 2<sup>nd</sup> February 23: CARRIED FORWARD</b> as not discussed in Committee. <b>UPDATED 30<sup>th</sup> March 23: CARRIED FORWARD</b> as 21 <sup>st</sup> March RC cancelled. <b>UPDATED 18<sup>th</sup> May 23: CARRIED FORWARD</b> : SBM will report at 13 <sup>th</sup> June RC.	MA/SBM

### No actions outstanding from 31<sup>st</sup> March/19<sup>th</sup> May/7<sup>th</sup> July 2022 FGBs

### Actions from 22<sup>nd</sup> September 2022 FGB:

Item	Action/status	By whom
6.1	Send instructions to governors about how to confirm acceptance of Code of Conduct on Governor Hub/confirm acceptance. <b>CARRIED FORWARD</b> : instructions were sent but not all governors have accepted. CH to send reminder. <b>UPDATED 2<sup>nd</sup> February 23</b> : Some governors have still to do this. DB said it was urgent. CH to send instructions to new governors DV and ME. <b>CARRIED FORWARD. UPDATED 30<sup>th</sup> March 23</b> : A few governors (including new governors) have still to add their confirmations. DB emphasised the importance of doing so as soon as possible. CH to send another reminder. <b>CARRIED FORWARD. UPDATED 18<sup>th</sup> May 23</b> : Some confirmations are still missing. <b>CARRIED FORWARD.</b>	CH/All governors
7.1 (2)	Read new KCSIE, taking note of updates, and confirm this on Governor Hub. <b>CARRIED FORWARD</b> . Some governors have not done this - CH to send a reminder. <b>UPDATED 2<sup>nd</sup> February 23</b> : Some governors have still to do this. DB said it was urgent. CH to send instructions to new governors DV and ME. <b>CARRIED FORWARD. UPDATED 30<sup>th</sup> March 23</b> : As for 6.1 above. <b>CARRIED FORWARD. Updated 18<sup>th</sup> May 23</b> : Some confirmations are still missing. <b>CARRIED FORWARD.</b>	CH/governors

### Actions from 1<sup>st</sup> December 2022 FGB:

Item	Action/status	By whom
8.2	Check list of policies to see if any can be reviewed every two years not annually. <b>UPDATED 2<sup>nd</sup> February 23: CARRIED FORWARD. UPDATED 30<sup>th</sup> March 23</b> : MA said this would be completed for the 18 <sup>th</sup> May FGB meeting. <b>CARRIED FORWARD. UPDATED 18<sup>th</sup> May 2023: CARRIED FORWARD.</b>	MA

### Actions from 2<sup>nd</sup> February 2023 FGB:

Item	Action/status	By whom
5.2 (1)	Circulate the final version of the Racial Equity Pledge to all governors. <b>UPDATED 30<sup>th</sup> March 23</b> : DB said that some additional amendments were being made to the pledge so it could not be circulated yet. He would keep governors posted. <b>CARRIED FORWARD. UPDATED 18<sup>th</sup> May 23</b> : The new pledge has been finalised. It will be launched at a conference in the autumn. <b>CARRIED FORWARD.</b>	DB

### Actions from 30<sup>th</sup> March 2023 FGB

Item	Action/status	By whom
6.1 (4)	Amend the Scheme of Delegation as described in the minutes. <b>UPDATED 18<sup>th</sup> May 23</b> : Original amendment made but other issues have come to light. CH to review the complete document and re-present in September. <b>CARRIED FORWARD.</b>	CH
10.1 (1)	Check whether there is a Pupil Premium Policy. <b>UPDATED 18<sup>th</sup> May 23</b> : There is not. MA to research need and options further. <b>CARRIED FORWARD.</b>	MA

<b>10.1 (3)</b>	Make the PTA a standing item in the Headteacher's Report. <b>UPDATED 18<sup>th</sup> May 23:</b> MA will do this for the 6 <sup>th</sup> July FGB meeting and thereafter. <b>CARRIED FORWARD.</b>	<b>MA</b>
<b>10.1 (4)</b>	Formalise the PTA's financial and other arrangements. <b>UPDATED 18<sup>th</sup> May 23:</b> PC is leading on this and will keep the FGB updated. <b>CARRIED FORWARD.</b>	<b>JG/PC</b>

#### **New actions from today's FGB**

<b>Item</b>	<b>Action/status</b>	<b>By whom</b>
<b>5.3</b>	Contact every governor individually about training requirements/complete required training by 18 <sup>th</sup> June.	<b>DB/All governors</b>
<b>6.1</b>	Review how attainment data is recorded in the light of the governor comments detailed in these minutes.	<b>PC</b>
<b>8.1</b>	Amend the KCSIE date (from 2021 to 2022) in the Managing Allegations Against Other Children Policy.	<b>MA</b>