The Mulberry Primary School
Minutes of Governing Body Meeting
Thursday 25th September 2025 at 6pm
Held in person at the school
PART 1

Governing Body Membership

GOVERNOR TYPE	NAME	INITIALS	TERM END DATE
LA Governor (x1)	Mizanur Rahman, The Vice-Chair	MR	07.12.27
Co-opted Governors (x7)	*Vacancy*		
	Dean Britton, The Chair	DB	26.09.28
	Cllr. Reg Rice *	RR	11.11.25
	Helen Sweetlove *	HS	21.05.29
	Joseph Unadike *	JU	26.09.28
	David Vigoureux *	DV	02.02.27
	Father Lee (**New Governor)**	FL	24.09.29
Parent Governors (x3)	*Vacancy*		
	Jasmine Green	JG	20.03.27
	Mustafa Hassan	MH	21.02.28
Staff Governor (x1)	Manuela Errigo	ME	06.01.27
Headteacher (x1)	Michelle Akarsu	MA	*Ex officio*
Associate Member (x2)	Anita Gray	AG	24.09.29
	Natalie Ducile *	ND	24.09.29

**Asterisk denotes absence. The Quorum is five governors.*

Also in attendance: Jane Ware (JW) - HEP Clerk

ACTIONS LOG

Date	Item	Action/status	By whom	Status
3/7/25	4.6	To review Committee membership ahead of 2025/26	All Govs	Completed
3/7/25	5.6	to share the comments from parents from the Annual Parent Questionnaire	MA	Pending
3/7/25	9.1	To remove 'Stakeholder Engagement' from future agenda	Clerk	Completed
26/09/24	12.1	Discuss the introduction of 360 Degree Appraisals with MR. Update 30th January 2025: Carry forward. *Update: DB to email the 360 document to governors to respond*	DB	Completed
22/05/25	4.2	Skills audits to be completed and emailed to Clerk. *Update: See 3.5.*	All Govs / Clerk	Completed
25/09/25	3.2.6	RR's end of term is 11 November 2025 so renewal to be discussed with him.	HT	Pending
25/09/25	3.3.2	HS to be asked if she is happy to remain Chair of the Premises Committee.	HS & Chair	Pending
25/09/25	3.5	Governors to complete the Governing Body effectiveness by the next FGB.	All Govs	Pending
25/09/25	5.4	DV, JU and RR to be contacted regarding approving the Code of Conduct.	HT and Chair	Pending
25/09/25	6.3.1	Ofsted criteria documents from HEP to be circulated for governors to read – MA.		Pending

PART 1 - OPEN MEETING

1. Welcome and apologies for absence

1.1 The Chair welcomed everyone to the meeting.

1.2 Apologies for absence were received from David. Miz and Jasmine joined online.

2. Declarations of interest

2.1 No declarations of interest were made in relation to any item on the agenda.

3. Governance Matters

3.1 Election of Full Governing Body (FGB) Chair and Vice-Chair

3.1.1 Miz was nominated and governors voted unanimously for him to remain as Vice Chair which he accepted.

3.1.2 Dean was nominated and governors voted unanimously for him to remain as Chair which he accepted.

3.2 Vacancies / re-appointments of governors whose terms expire before next FGB

3.2.1 Father Lee confirmed that he looks after five churches in Tottenham and has extensive experience in voluntary youth work.

3.2.2 Governors AGREED and APPROVED unanimously for Father Lee to join the governing body as a co-opted governor.

3.2.3 The school is continuing to seek filling the parent governor and co-opted governor vacancies.

3.2.4 ND will be returning to the governing body as an associate governor and it was AGREED that this would be a four year term.

3.2.5 AG's term was extended by a further four years as an associate governor.

3.2.6 ***Action: RR's end of term is 11 November 2025 so renewal to be discussed with him – MA.***

3.3 Appointment/confirmation of committee chairs/members

3.3.1 MR agreed to remain Chair of the Resources Committee which was AGREED and APPROVED by governors.

3.3.2 ***Action: HS to be asked if she is happy to remain Chair of the Premises Committee.***

3.3.3 The Chair agreed to remain Chair of Education Committee which was AGREED and APPROVED by governors.

3.3.4 It was agreed that ME and Father Lee would join the Education Committee.

3.4 Appointment/confirmation of link governors

3.4.1 It was AGREED that link governors would be as follows:

- Funding and marketing – David
- Governor trainer – Dean
- Health and safety – Mustafa
- Racial equity and safeguarding - Anita
- Special educational needs and disabilities (SEND) - Manuela
- Curriculum standards – Joseph

3.5 ***Action: Governors to complete the Governing Body effectiveness by the next FGB.***

3.6 It was AGREED that FGB meetings would continue to be held in person with a hybrid option.

4. Review of governance documents

4.1 Governors AGREED that the Instrument of Government should remain as is.

5. Part 1 minutes of the previous FGB meeting of 3rd July 2025; matters arising

5.1 The minutes of the meeting held on 3rd July were APPROVED as an accurate record.

5.2 The FGB reviewed the actions from the last meeting as per the action log (page 1).

5.3 Governors AGREED and APPROVED the Code of Conduct.

5.4 ***Action: DV, JU and RR to be contacted regarding approving the Code of Conduct.***

6. Chair's Items

6.1 Governors confirmed that they had read the Keeping Children Safe in Education 2025 and Summary of changes, and the Chair went through the 2025 updates.

6.2 Awayday (FGB self-evaluation; induction process; link governor review; school visit planning – link to SIP; policy review

Highlights were:

- The away day was held and although it was not fully attended, it was a really positive and enjoyable experience, to see all the good things that are going on in the school, and the pedagogy being embedded and reports to Committees in action. This will definitely be repeated to allow an opportunity for all of the governing body to attend.
- Governors were invited to attend the school to visit as there is fortnightly quality assurance of different subjects.

6.3 Ofsted framework changes and updates highlights were as follows:

- There are now five evaluation areas graded on a five point scale.
- There are six core inspection areas: inclusion, curriculum and teaching, achievement, attendance and behaviour, personal development and wellbeing, leadership and governance, and safeguarding which is judged separately.
- Inclusion focuses on disadvantaged pupils: pupil premium, SEND and those known to social care so pupils need to be identified as such.
- Tighter definitions and expected standards are clearly explained.
- There will be no more ungraded inspections.
- Full inspections will start in November 2025.
- There will be an additional inspector for one day on each full school inspection team and they will aim to finish at 5pm each day.
- There will be five days notice of each inspection.
- Support and webinars will be provided.
- Deep dives are removed as the main structure.
- Inspections start with a planning call to understand context and priorities.
- There will be performance cards which will show a grid of the different inspection areas with a narrative for each area and a link to the parents survey. There is a 2.5 minute video about this on the Ofsted website.
- There will be training at HEP on Ofsted.
- The school anticipates an Ofsted meeting in around two to two and a half years.

QUESTION: Will there be meetings with staff?
ANSWER: Yes, and in November we will refine the school self evaluation form (SEF) and school improvement plan (SIP) to ensure they meet the new Ofsted guidelines.

6.3.1 ***Action: Ofsted criteria documents from HEP to be circulated for governors to read – MA.***

7. Headteacher's Report - MA

7.1 The Headteacher spoke to her report and the following information was highlighted:

- Ofsted confirmed that the safeguarding policy is exemplary and met all the requirements.
- There has been a positive start to the year.
- Behaviour is exemplary.
- Quality assurance has started.
- Attendance figures are up compared with last year.
- Punctuality has improved.
- Several families have not returned to school from their home countries but new admissions have started.
- Nursery and reception have settled and are in full time now.

- There are seven to 10 full time two year olds.
- New members of staff are being mentored which include four new teaching staff.
- Inset days looked at pedagogy, safeguarding, policies and compliances.
- The new special educational needs coordinator (SENCO) is settling in well and feedback from staff is that they feel highly supported by her.
- Coaching has had a positive impact on teachers. Half the teaching staff are now training coaching staff. Everybody is being coached.
- MA is the Chair of the Network Learning Community which comprises eight schools and half termly meetings with the Director of Haringey.
- An additional SEND group is non verbal and three new lunch time assistants have been employed to support.
- Agency staff has been reduced.
- Breakfast club is at 45 children on some days and there has also been a increase in after school club. Holiday club is being started next.
- There are two ECT1s and two ECT2s who are mentored by senior leaders.
- Roll is down 30 from last year.
- Attendance was above 94% which is above national average.
- Persistent absenteeism is an area of focus.
- Attainment data shows an upward trajectory, whilst results were not as high as last year.
- Year 4 times tables results are above national average.
- Class profiles will be provided to teachers which show the disadvantages of the children.
- Attainment is always on the SIP.
- In terms of pedagogy, independent practice for teachers will be developed to accommodate the variation in pupils.
- The provision for children with autism remains a focus.
- In terms of enrichment activities, wraparound care has increased, there is a variety of clubs and opportunities available to children.
- 20 children are paying to have music lessons with the rock steady musician and forest school continues.
- In terms of premises, three KS2 classrooms were decorated and Haringey have confirmed that next year's works will be taking place and dates have been set for this.
- There is a possibility of having some space at Pembury which could be used for clubs, outdoor learning and enrichment activities.
- The catering contract will be reviewed after Christmas.
- A lumpsum was provided in July but it is unclear how it was work out.
- The new cleaning contract will be in place by the deadline of January 2025.

QUESTION: What time does breakfast club start and after school club finish?
ANSWER: Breakfast club starts at 7.45am, some children are fee paying and a decision will be made as to whether it goes free for all. After school club runs until 6pm.

QUESTION: Are school meals still free?
ANSWER: School meals are free for all children up to year 6.

QUESTION: If the demand was there for a full working day, is this possible and do other schools offer this?
ANSWER: Yes and yes.

QUESTION: Do you think this year will be stronger in terms of attainment?
ANSWER: Testing will be next week. Teachers are saying that the children are stronger and have better learning skills than last year's group. There are four classes for maths.

8. Committee Updates

8.1 The next committee meeting dates were confirmed as follows:

- Premises Committee – 30/09/25

- Education Committee – 09/10/25
- Resources Committee – 21/10/25

9. Policies

9.1 The FGB reviewed and **ratified** the Child Protection and Safeguarding Policy 2025.

10. **Governors' Visits and Training**

10.1 Governors were advised to arrange directly with the school their forthcoming governor visits.

10.2 Governors were advised to access Governor Training on the HEP Booking Hub, see the HEP Governor Training Brochure and access Monthly Highlights and the HEP Autumn Newsletter. There are also various survey opportunities and other notices, such as about flu vaccinations, provided by HEP.

11. AOB

11.1 No other business was raised.

12. Next meetings

12.1 The next FGB meeting will be on 4 November 2025.

12.2 Governors were referred to the Calendar for 2025/26.

13. Confidential Items - See Part 2.

Following the conclusion of Part 2, the meeting closed at 7.45pm.

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Signed by the Chair of Governors Date