

**Minutes of the meeting of the Governing Body of Stormont House School
held at the school at 5pm on Monday 4 March 2024**

Membership:

| Name | Governor Role | Link Role | Term of Office |
|------------------|-----------------------|----------------------|-----------------------|
| Bernard Hawes | Co-opted – Chair | Safeguarding | 25/11/2023-24/11/2027 |
| Beatrice Andrews | Co-Opted – Vice Chair | Careers | 10/07/2023-09/07/2027 |
| Kevin McDonnell | Head Teacher | | Ongoing |
| Rhiannon Eglin | Co-opted | | 05/10/2020-04/10/2024 |
| Dot Hodgson | Co-opted | Student Council | 31/07/2022-30/07/2026 |
| Claire Napier | Staff | | 01/09/2019-31/08/2023 |
| Dayo Okewale | Co-opted | 6 th Form | 23/11/2020-22/11/2024 |
| Nicola Pizzolato | Co-opted | | 21/06/2021-20/06/2025 |
| Allan Roddie | Parent | H&S | 14/03/2022-13/02/2026 |

Present:

Bernard Hawes (by MS Teams)
Beatrice Andrews (Chaired meeting)
Kevin Mc Donnell
Rhiannon Eglin
Dot Hodgson
Claire Napier
Nicola Pizzolato

In attendance:

Sandra Collier Deputy Head Teacher
Katie Foster Deputy Head Teacher

Clerk:

Nyree Hughes Hackney Education Governor Services (by MS Teams)

SUMMARY OF OUTSTANDING ACTIONS

| Date | Details |
|-------------|--|
| 21.06.2021 | Governors interested in discussing the Chair role to contact Chair. Ongoing |
| 28.11.2022 | Governors to attend appropriate training from Hackney and attend Governors Forum where possible. Ongoing. 27.11.2023: Invite to be forwarded to Governors when it arrives. Completed |
| 28.11.2022 | Chair to circulate the Board Self-Evaluation questionnaire. Ongoing |
| 28.11.2022 | Ms Foster to compile visible learning data analysis for the whole programme. Ongoing. One-page summary to be produced. 27.11.23: Report will go to Teaching and Learning Committee. Completed |
| 20.03.2023 | Ms Foster to liaise with Ms Andrews regarding unconscious bias training. Ongoing |

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| 20.03.2023 | Ms Napier to arrange for school events calendar to be shared with Governors. This could potentially be added to the agenda for meetings. Ongoing. 27.11.23: Ms Kaur to send spreadsheet to Governors. Completed |
| 10.07.2023 | Governors to consider their own networks for a suitable Governor. Ongoing |
| 10.07.2023 | Governors to complete online safeguarding training before November meeting. Completed |
| 10.07.2023 | Head Teacher to arrange for Governor profiles to be circulated in September; Governors to confirm up to date or advise changes. Completed. |
| 10.07.2023 | Ms Collier to add examples of protocols to Ofsted question sheet. Completed |
| 27.11.2023 | School Business Manager to distribute pecuniary interest forms and compile register for the current academic year. Update: Clerk circulated forms. Governors to complete. |
| 27.11.2023 | Chair to amend GB Terms of Reference and bring to March meeting. Completed |
| 27.11.2023 | Chair to contact Inspiring Governance. Completed |
| 27.11.2023 | Head Teacher to contact SIP re Governor recruitment. Completed |
| 27.11.2023 | Ms Napier to forward Fair details to Ms Hodgson re speaking about Parent Governor role. Completed |
| 27.11.2023 | Ms Collier to resend the safeguarding training link to Governors. Completed |
| 27.11.2023 | Ms Napier to explore the possibility of Alumni as Governors. Ongoing |
| 27.11.2023 | Ms Napier to include Governors on Parents' Newsletter mailings. Completed |
| 27.11.2023 | Head Teacher to arrange for Governors to add to a leaving card for Ms Carpenter. Completed |
| 27.11.2023 | Head Teacher to arrange for invite to Governors for Ofsted discussion by MS Teams at 4.15pm on 15 th January. Completed |
| 27.11.2023 | Ms Hodgson to set up a meeting of the library project team (Head Teacher (to Chair), Mr Pizzolato, Ms Foster, Mr Roddie and Ms Hodgson). Completed |
| 04.03.2024 | Chair of Governors to upload 6 potential Governor CVs to Governor portal |
| 04.03.2024 | Ms Collier to arrange for Mr Sykes to deliver training at 20 th May FGB |
| 04.03.2024 | Ms Collier to clarify if Chair of Governors to sign off CSR statement |

The meeting started at 5.00pm

1 Attendance

1.1 Welcome and Apologies for Absence

Ms Andrews chaired the meeting.

The Chair welcomed all to the meeting. Apologies had been received from Mr Okewale and Mr Roddie.

2 Governing Body Organisation

2.1 Declarations of Interest

There were no declarations of interest.

2.2 Register of Pecuniary Interest

See action table above.

2.3 GB Terms of Reference

The Chair of Governors had amended the GB Terms of Reference to include the Public Sector Equalities Duty and Equalities Objectives Statement. It now read:

‘13. To regularly review the Health Safety and Welfare Policy and The Public Sector Equalities Duty and Equalities Objectives Statement ensuring the recommended practices and procedures are followed. To make revisions in a timely manner when required.’

The Board **agreed** the revised GB Terms of Reference.

2.4 Appointment of Chair

The Chair of Governors had investigated Inspiring Governance for the purposes of recruiting new Board members; he had also previously advised he would be resigning from the Board in July.

The Chair of Governors advised that there was a high number of candidates' CVs listed on the Inspiring Governance website, some of whom were interested in progressing to Chair, and that it was a substantial sifting process. A set of criteria should be decided, however the softer skills of working with staff, parents and pupils were also important alongside leadership qualities. There was also the option of advertising in the Guardian.

Action: Chair of Governors to identify around six CVs and post to the portal in order for Governors to decide a set of criteria for the wider sifting exercise.

2.5 Governing Body Membership and Recruitment

The Head Teacher advised that the recruitment exercise for Staff Governor was progressing. If two staff were interested there would need to be a suitable arrangement for deciding which member of staff would take the role, or a means of incorporating both staff in the meetings.

The Clerk advised that an Associate Governor role could be considered for one staff member if needed. The Chair of Governors added that if the skills of more than one staff member were of particular benefit to the meetings they could also just be invited to report as required, without being a Governor.

The Head Teacher reported that parents approached about the Parent Governor role at the Winter Fair had not felt able to take this on. The parent body had been contacted asking for initial expressions of interest.

See also 2.4 above.

2.6 Governor Training and Training needs

The Chair of Governors would attend the Hackney Education training on Ofsted inspections on 6th March.

James Sykes, Schools Safeguarding Officer for Hackney, had offered to deliver a Board training session on Safeguarding. The Board discussed and **agreed** this as part of the 20th May meeting.

Action: Ms Collier to arrange for Mr Sykes to deliver training on 20th May.

3 Minutes of the Last Meeting and Action Taken

3.1 To agree the minutes of the meeting held on 27th November 2023

The minutes of the meeting held on 27th November 2023 were **agreed** as an accurate record and would be signed by Ms Andrews.

3.2 To note outstanding matters arising and agree carry forward items

See Action table above.

3.3 Any urgent action taken since the last meeting

The Chair of Governors confirmed that there had been no urgent action.

4 Main Business

4.1 Exploring the use and benefits of Adaptive Teaching

Ms Foster gave a presentation on adaptive teaching. She explained that this approach was not new to the school, however there was increased focus on this across schools to improve outcomes for all pupils.

Ms Foster further explained that adaptive teaching included differentiation, but was a more involved method including adapting the curriculum but also anticipating needs and adapting to those needs in the moment. There was a place for both adaptive and differentiated teaching. The same categories of universal, targeted and specialist teaching remained, but also an aim to stretch the universal as well.

Ms Foster explained that Ms Hodgson would be visiting to look at adaptive teaching in the school later in the month.

Q: How do you train a teacher in this?

A: It's not easy to train someone. Teachers that start here are more or less versed in this already, but we do observations and they also see other experts in action. The school is also learning.

Q: How do you know what impact this has?

A: Through triangulation – are all pupils engaged and can they tell you what they've learned? Also through looking in books and assessments/outcomes.

Q: Is it easier to stretch the universal with our classes as they are small?

A: Not necessarily as the gaps in knowledge can vary greatly, especially as the pupils come from different primary schools.

Q: Do the gaps in knowledge vary in one child between subjects?

A: Yes, and this shows in KS4 outcomes for example.

Q: Is adaptive teaching new here?

A: We started talking about it a couple of years ago. The vocabulary has come in through the framework for early careers teachers; the vocabulary is different to allow us to look at things differently. From September 2025 it will be included both in development in the profession as well as initial teacher training.

Q: If I visited in two years' time, how would I see that adaptive teaching has improved things?

A: It's not new and it's partly about understanding the concepts and are we doing it right. It's also about capturing it better.

Q: Is stretching the universal loading more on to a teacher to do everything but not have smaller groups?

A: It's about what components you can put in place to increase the universal rather than running three curricula.

4.2 Overview of Parent/Carer Engagement

Ms Collier reminded Governors that three priorities around Community, Communication and Curriculum had been set following the Parent/Carer survey in 2022.

Engagement had increased, particularly since October, with well attended drop-in sessions being held regularly. The school was endeavouring to create opportunities for parents to visit the school and offer friendship and support to each other. There were more communications with parents and carers, including newsletters and curriculum information. In the summer term the school would expand the use and access of its social media. Events were better attended when there was a specific theme advertised and the school was experimenting with timings to establish what was manageable for parents and carers.

A further parent/carers survey was in development so that a measure of progress could be taken.

4.3 Preparing for Ofsted

The Chair of Governors reported that the previously discussed Ofsted question sheet had been discussed at both Committees. The documents listed in the completed table, plus the SEF, could be used to help demonstrate Governors' knowledge of their school. An Ofsted inspection was likely to happen in the next few months.

4.4 Receive update on increase in SEN places

The document giving an update on the increase in SEN places and detailing the pros and cons of various types of school expansion was taken as read. The Head Teacher explained that the options detailed in the paper would be discussed with the LA.

The Head Teacher further explained that the assumption was that any expansion would be funded in the current way, however there was a risk around changing a fundamental parameter on something that was working really well. This amounted to risk around a dip in quality rather than constant improvement.

The LA were currently dealing with school mergers and closures while they themselves were shrinking as an organisation and dealing with a lot of interim staff. The increases in SEN places was not the immediate priority in the LA's strategy.

5 Head Teacher's Report

The Head Teacher's Report was taken as read. This included the following documents:

- Progress and Impact of School Development Plan priorities (Feb 2024)
- Redrafted SDP priorities March 2024-July 2025
- Summary School Self-Evaluation (SEF) (Feb 2024)
- Improvements since last inspection (Feb 2024)

The Head Teacher explained that these four documents were open to challenge from individual Governors and Committees.

6 Safeguarding

Ms Collier reported that a new safeguarding leaflet had been introduced; this was issued to all school visitors and set out the key safeguarding points.

MyConcern was now used extensively by all staff including support staff, and all had logins. Where staff logged a concern they were included in the follow up. All staff had also been issued with tablets so that they could log concerns quickly; these then came straight to the safeguarding team to act on.

Ms Collier explained that the Single Central Record was inspected regularly and was subject to external audit and inspection by the Chair of Governors.

The Chair of Governors reported that he had recently inspected the Single Central Record and had no concerns.

Ms Collier further reported that the school had joined a forum of three special schools and this had proved to be an excellent learning opportunity.

Action: Ms Collier to clarify if the Chair of Governors is to sign off the CSR statement.

7 Reports from Committees and Working Parties

7.1 Resources

The minutes of the Resources Committee meeting of 22nd January were taken as read.

7.2 Teaching and Learning

The minutes of the Teaching and Learning Committee meeting of 5th February were taken as read.

7.3 School Improvement Partner - Update on recent visits

The SIP reports from autumn term were taken as read. The report from the spring term visit would be included in the next Board pack.

7.4 Governor Visit Reports

The report from the school visit from the Chair of Governors during the autumn term was taken as read.

7.5 Strategic Leadership Group

The minutes from the Strategic Leadership Group meeting of 26th February were taken as read.

8 Any Other Business

8.1 Review and agree the Public Sector Equalities Duty and Equalities Objectives

Governors reviewed the Public Sector Equalities Duty and Equalities Objectives, updated in February 2024.

The Head Teacher explained that there had been no material changes to this document. Outcomes figures had been added to the inequalities objectives as an update. The document also detailed where these linked to the SDP.

The Board **agreed** the updated Public Sector Equalities Duty and Equalities Objectives document.

9 Dates of Next Meetings

The Board noted the dates of the next meetings as 20th May 2024 (budget approval) and 1st July 2024.

The meeting ended at 6.27pm



23.04.24

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Signed: Chair of Governors

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Date