

**Full Governing Body
Minutes of the meeting held on 27 March 2024**

Present:

Mr C Lamb, Headteacher
Mr G Jones-Owen, Chair of Governors
Mrs A Williams, Vice Chair of Governors
Mr P Collard
Dr H Lovell
Mr C Lovett
Ms B Sumsion
Ms M Thomas
Ms L Jefferson
Ms P Brown
Mrs S Hardy
Mr D Normand
Ms Surujpaul

Mrs M Roberts, Finance &
Operations Manager
Mrs L Culora, HR, Safeguarding & Wellbeing
Manager
Dr V Currie, Assistant Headteacher
Mr D Wragg, Assistant Headteacher
Mrs C Demir, Assistant Headteacher
Ms S Field, Clerk

Apologies:

Mr C Marshall, Assistant Headteacher
Ms N Faverjon, Assistant Headteacher
Mr R Bird
Ms J Foxley
Rev'd Dr S Griffiths
Mr N Churcher

In attendance:

Ms J McCall, Deputy Headteacher
Mr C Collins, Deputy Headteacher

1. Welcome, apologies for absence and declarations of interest

- 1.1 Mr Jones-Owen welcomed those present to the meeting.
- 1.2 There were no declarations of interest.
- 1.3 Apologies for absence were received and accepted for Mr Churcher, Mr Marshall, Ms Faverjon, Ms Surujpaul, Mr Bird, Ms Foxley and Dr Griffiths.
- 1.4 Mr Jones-Owen reminded trustees of the confidential nature of the discussions at governors' meetings and reminded trustees that this should not be discussed outside of the meetings.
- 1.5 Mr Jones-Owen welcomed Ms Braithwaite, a newly appointed co-opted trustee who had been voted in by the trustees via an email vote, to her first meeting. Ms Braithwaite provided an overview of her career background in regulatory and employment law.
- 1.6 Mr Jones-Owen reminded trustees that if their business interests change during the year, there is a requirement to notify the Clerk.

2. Approval of the minutes of the meeting held on 19 December 2024

- 2.1 Mr Jones-Owen thanked Mrs Culora for the detailed minutes, which were approved for accuracy.
- 2.2 An update on the actions was provided as follows:

Action	Update
Mr Jones- Owen/Clerk to circulate CVs of the potential new trustees with legal backgrounds to the trustees for comment.	Complete

Mrs Culora to prepare a more detailed absence report for the next meeting with comparative data and benchmarking.	Complete
Mrs Culora to look at the Diverse Learners scheme with the DfE.	Carry forward - not yet actioned
Mr Collins to ensure that the effectiveness of the change to the school day is monitored and to provide an update at the next two Full GB meetings.	Complete
Clerk to add "Change to School Day Consultation" to the next Full GB agenda and "Effectiveness of Change to School Day and Next Steps" to the following Full GB agenda.	Complete
Mr Collins to amend policy to make it explicit that it the CoG and not governing body who needs to sign off certain trips and to ensure local area definition is correct.	Complete
Mr Collins to track change the Provider Access Statement so that changes can be reviewed.	Complete
Provider Access Statement to be added to the next Full GB agenda.	Complete

3. Committee Updates

3.1 Attendance, Admissions & Behaviour Committee Meeting

3.1.1 Mrs Williams provided an update of the Attendance, Admissions and Behaviour Committee meeting, as follows:

- Update on current entry to Yr7 – 175 at present, with a waitlist of 7 students. It was noted that this was very positive taking into account the student number in Enfield and the student numbers in other secondary schools.
- Sixth form – discussed recruitment of students into sixth form and retention of Year 11, with strategies in place to improve this
- Attendance above national average but areas for improvement that the school is working on currently.
- Recent Governors Discipline Committee (GDC) relating to a permanent exclusion - commended school in handling of a difficult situation and discussed lessons learned.

3.2 Resources and Management Committee Meeting

3.2.1 Mr Collard provided an update of the Resources and Management Committee meeting, as follows:

- Discussion of the school's IT provision, supported by Ms Surujpaul. It was noted that a framework will be used to award the contract in the summer term, in line with best practice.
- Budget to date and forecast figures were reviewed and discussions with regard to a balanced budget moving forward to rebuild reserves.
- 3G Pitch contract and maintenance discussed. Mr Collard thanked Mr Lovett for his support and detailed work.
- Digital strategy and MIS systems.

3.2.2 Ms Surujpaul asked if there was an update with regard to the request for a one-year contract with SIMS to allow the school to change provider. Ms Roberts replied that Mr Bentley had been asked to raise this with SIMS ahead of the renewal in April.

3.3 Stakeholders Committee Meeting

3.3.1 Mr Jones-Owen provided an update of the Stakeholders Committee meeting, as follows:

- Student SLT representatives attended the meeting, and trustees asked them questions about student voice and the new "Student SLT" model, which was very positive.
- New school timings with removal of form time and introduction of enrichment activities.
- LYFTA - focus on improving cultural capital.

- Smiling Boys Project update and discussion as to how to embed this further in the school to maximise benefits
- Curriculum review was discussed to minimize impact on student outcomes and overall school experience.
- Site issues and CCTV coverage explored with discussion about approaching DfE for funding due to delay of project start.

3.4 Standards and Achievement Committee

3.4.1 Dr Lovell provided an update of the Standards and Achievement Committee meeting:

- Comprehensive data analysis of KS4 student progress provided by SLT, allowing for full discussion at meetings focussing on Year 11 trial exam data. Areas of concern were Art, PE, Spanish and Geography. It was noted that delivering the Science curriculum had been difficult this year due to significant staff absence.
- Comprehensive analysis of KS5 data provided allowing focussed discussion around sixth form results and direction for next year. It was noted that the current average grade is a C, but that the expectation is that this will be C+/B-.
- Discussion of the performance of girls as data suggests that they are underperforming, which is being monitored and expected to improve under the sixth form improvement plan.
- Initial discussion with regard to the future planning of the sixth form.
- Rapid Improvement Plans for PE and Computing due to consistently poor outcomes.

4. Link Report - PE - Mr Lovett

- 4.1 Mr Lovett provided an overview of his report, which had been circulated ahead of the meeting.
- 4.2 Mr Lovett commented that the PE Department is feeling the pressure to improve outcomes in PE qualifications following continued years of underperforming students. It was noted that there is a distinction between the school's sport results and GCSE/A Level results. Mr Lovett commented that he felt the additional scrutiny and higher expectation of the PE department in terms of results was fair and that the additional checking and monitoring from SLT was required.
- 4.3 Mr Lovett raised the issue of the old minibus as a D1 license is required to drive this bus, which can make fixtures difficult to attend. Mrs Culora commented that PE staff were considering training to address this issue as lease costs were very high at present.
- 4.4 Ms Thomas commented that there seemed to be more events being arranged for the sport scholars, which was very positive. Mr Collins commented that Spurs are currently working with the school delivering various projects but that the delivery of these was not in line with the school's expectations and that this partnership would continue to develop.
- 4.5 Ms Thomas asked if the school had considered whether the PE department would facilitate sport scholars completing their coaching badges. Mr Collins confirmed that this was on the departmental plan, but that time was needed (both staff and students) to do this successfully.
- 4.6 Ms Thomas asked if the qualifications currently being taught were the right ones and if the school had considered alternatives to GCSE. Mr Collins replied that he believed GCSE and A Level were the correct courses and that to support students with GCSE PE, the department had introduced a skeleton version of the GCSE coursework in Year 9 to help them understand what a PE GCSE entails. Mr Collins also commented that GCSE coursework will start in Year 10.
- 4.7 Ms Surujpaul asked how many students had requested to take PE GCSE this year (current Year 9s) and Mrs McCall replied that the options had not yet been fully completed.
- 4.8 Ms Thomas asked if the number of applications for scholar places remained high. Mr Lamb replied that are less attending the trials, but that the quality of those being selected was of a high standard.

4.9 Mr Normand commented that he was disappointed that the students were being taught American football and that the school was no longer competing in a basketball league. Mr Collins replied that the school had an issue with the size of its basketball courts as there was not a sufficient “run off” and so all matches would need to be played off site, which was difficult to staff. Mr Collins also commented that American football is a growing sport in the UK. The trustees agreed that it is good to have a variety of sports available to all students.

5. Chair & Governance Professional Update

5.1 Mr Jones-Owen informed trustees that the Strategy Day will be held in June and that the date will be confirmed shortly by the Clerk. - to be confirmed next week. Mr Jones-Owen highlighted the importance of this meeting as decision would need to be made with regard to whole school strategy including sixth form and so it was key that as many trustees attend as possible.

5.2 Ms Field thanked trustees for completing training on exclusions and complaints. Ms Field requested all trustees to carry out their link visits and to complete the cyber security training.

ACTION: Trustees to carry out their link visits and to complete the cyber security training.

6. The Education Bill – Impact on Academies, Ms Jefferson

6.1 Ms Jefferson provided an overview of the impact of the Education Bill on academies.

6.2 It was noted that:

- There is a focus on safeguarding children, keeping families together and raising standards and that school’s will be given a clear voice in decision making at a strategic level.
- There will be a limit on the number of school branded uniform items (3 plus a tie), which will come into force in September 2026.
- Students under section 47 assessments or CP Plan cannot be home educated without LA approval.
- Power of offsite provision to manage behaviour - offsite direction - does not require parental consent for this.
- Teacher misconduct - anyone who has misconduct on their record whilst teaching at FE colleges etc. will be flagged to ensure safeguarding.
- School teachers’ qualifications/induction - same legal requirements for academies as in mainstream schools (effective September 2026).
- National curriculum planned changes with a view to ensuring that all schools are delivering core requirements linked to reading, writing and maths. It was noted that academies are not required to teach national curriculum.
- Pay and conditions need to be in line with STPCD.

6.3 Ms Brown asked if students who are directed offsite remain on roll at Enfield Grammar School. Mr Lamb replied that they do remain on the school’s roll and that they are placed at another school for an agreed amount of time. Mr Lamb commented that Enfield appears to have had a reduction in permanent exclusions as students are being directed offsite to help manage behaviour and avoid escalation. Ms Thomas asked if there was a limit on the number of students who can be directed off site and Mr Lamb confirmed that there was no limit. Ms Sumsion asked if PRUs would receive students directed off site and Mr Lamb replied that they could potentially.

6.4 Mr Lamb commented that some Headteachers are against the content of the Bill but that he felt the contents of the Bill helps to prevent schools off rolling and that it helps to enforce a broad and balanced curriculum. Mr Lamb did not feel that the Bill would have a big impact on the school as he felt the school genuinely promotes inclusion.

7. Headteacher Report

7.1 School Development Plan

- 7.1.1 Mr Lamb referenced the school development priorities that had been circulated ahead of the meeting (RAG rated).
- 7.1.2 Mr Lamb commented that the careers provision should have been RAG rated as amber because this was not a new programme, and the school was delivering the same provision as last year.
- 7.1.3 Mrs Williams commented that two areas had not been RAG rated - Child Protection and Safeguarding audit. Mr Collins confirmed that this would be conducted this term.
- 7.1.3.1 Ms Surujpaul asked whether the online safety provision had been reviewed, and Mr Collins confirmed that an audit had been completed with a system in place for filtering and monitoring. Ms Surujpaul asked who receives notifications and Mr Collins replied that he and Dr Currie receive the notifications and that, at present, he reviews these and adds concerns to Safeguard, which are then actioned by DDSLs.
- 7.1.4 Ms Sumsion commented that she had been approached by some parents who had expressed concern with regard to arranging two weeks of work experience and that due to the boys being under 16 was presenting further challenges. Mr Lamb replied that approximately 25 parents have secured work experience and that the school was working with Siron to place students. Mr Lamb agreed to send further communications out to parents/carers to alleviate concerns.

ACTION: Add Work Experience Stakeholder Committee agenda

7.2 School Rebuild

- 7.2.1 Mr Lamb informed trustees that the School Rebuilding project was progressing and that a contractor should be appointed in the near future.
- 7.2.2 Mr Lamb shared with trustees the revised project timeline.
- 7.2.3 Mr Lamb commented that he did not feel that the DfE had taken onboard the school's concerns with regard to planning and heritage, which were voiced at the start of the project. Mr Lamb commented on the complexity of the building project and the amount of work undertaken to date during feasibility was noted. Mr Collard commented that the IT design/cost had been cited by the DfE during the recent meeting. Mrs Culora commented that there had been meetings with the school's IT Manager and site visits.

7.3 Staff Absence

- 7.3.1 Mrs Culora provided an overview of staff sickness absence data, which had been circulated ahead of the meeting.
- 7.3.2 Ms Brown asked whether staff are supported with regard to absence and Mrs Culora replied that staff are well supported with 'return to work' meetings, reasonable adjustments and referrals to Occupational Health, where needed.
- 7.3.3 Ms Sumsion commented that the absence rate within the health sector was higher.
- 7.3.4 Mrs Culora commented that she felt that staff at the school were well supported during long absences and that absences are dealt with individually, in line with the school's procedures.

7.4 KS5 Results Recovery Plan

- 7.4.1 Mr Lamb thanked Mr Wragg and Ms McCall for his work to date on the Recovery Plan and acknowledged that a significant amount of work had gone into its creation and delivery.
- 7.4.2 Mr Lamb commented that results are on track to meet the overall target grade (C+), which was the Enfield average last year.
- 7.4.3 Mr Lovett asked what the school was doing next if the plan was mostly RAG rated green. Mr Wragg replied that the students have their PPEs next week and that exam review meetings will then take place alongside meetings with students and parents/carers.

- 7.4.4 Mr Lamb informed trustees that a peer review had taken place focussing on sixth form and that the findings from the review would be added to the recovery plan.
- 7.5.2 Mr Lamb informed trustees that a number of schools underperformed last year and that our students' progress was better than initially communicated. Mr Lamb referenced the data that had been shared with trustees ahead of the meeting "A Level Results 2024: Schools in Borough – Progress Score & Average Grades"). It was noted that whilst the school needed to improve KS5 grades, the average grade was a C with a progress score of -0.07.
- 7.5.3 Mr Lovett referenced the high performance of Aylward Academy and asked what this school had done to achieve good results. Mr Lamb replied that a lot of intervention was delivered alongside extensive data monitoring. It was noted that the school had a good digital strategy in place and that the resources used to teach are excellent. Mr Lovett asked if Mr Lamb was in communication with the Head at Aylward and Mr Lamb replied that he was and commented that they did well with a sixth form cohort of 65 children.
- 7.5.4 Mr Lamb commented that historically, lower attaining students performed well, and that Ms McCall is currently reviewing student data to ascertain how many students are likely to be able to remain at the school based on the courses we offer and the entry criteria for courses. It was noted that alternative Level 3 courses may need to be explored to allow more of our Year 11 students to remain in sixth form but that Level 2 courses were not being considered at present. Ms Surujpaul commented that Level 3 Digital Creative Media may be worth considering.

ACTION: Ms Surujpaul to provide details of Digital Creative Media course to Ms McCall and Mr Wragg.

8. Budget Forecast 2024/5

- 8.1 Mrs Roberts referenced the budget forecast that had been circulated ahead of the meeting and that income and expenditure was in line with expectations and that there were no significant concerns.
- 8.2 Mrs Roberts commented that supply costs continue to be monitored and that although the budget was overspent, reductions in the salary's budgets (due to vacancies) had offset this.
- 8.3 Mrs Roberts informed trustees that the 25/26 draft budget would be considered at the next Resources and Management meeting together with the three-year forecast.

9. Change to School Day Consultation and Extra-curricular Update

- 9.1 Mr Collins provided an overview of the recent consultation regarding the removal of afternoon form and the introduction of additional after school enrichment activities.
- 9.2 It was noted that there was overwhelming support for the removal of afternoon form from the students and that less than 5% of parents/carers were not in favour of the change. Mr Collins informed trustees that students had requested port, drama, reading and academic intervention when asked for their enrichment preferences.
- 9.3 Ms Brown asked if all teaching staff had volunteered to run activities and Mr Collins confirmed that they had.
- 9.4 Mr Collins informed trustees that he was currently finalising the logistics around the activities and noted concerns raised by trustees with regard to fairness of allocation.
- 9.5 Mr Collins informed trustees that some parents had offered to volunteer to help run clubs and Mr Normand offered to support with sport enrichment.
- 9.6 Mr Jones-Owen commented that the plans sound fantastic and that he was looking forward to seeing it in action. Ms Brown agreed and commented that it has created a real buzz, which was good for the students.
- 9.7 The GB was then asked to vote if they approved of the timings to the new day. The vote was taken and the new timings were approved.

10. Wellbeing Update

- 10.1 Mrs Culora provided the trustees with an overview of the report circulated ahead of the meeting.

- 10.2 The trustees noted the number of students receiving support across a number of internal and external provisions, including:
- In-house mentoring
 - External mentoring (BSS and Spark2Life)
 - Guide Me (new bereavement project)
 - Humankind
 - ELSA (in-house)
 - MyMe (in partnership with CAMHS)
 - Enfield Bereavement
 - School Counsellor
- 10.3 Mrs Culora provided a summary of the new projects this term - Spark2Life and Guide Me.
- 10.4 Mrs Culora also provided an overview of the number of students who are currently under social services and explained how the school works closely with services to support our students and their families, with significant work required to facilitate this.
- 10.5 Mr Collins highlighted that Mrs Culora was managing the support for our students across a number of interventions and projects, in addition to the daily safeguarding issues, and thanked her for her work on this.
- 10.6 Mr Collins provided an overview of the new mindfulness project that is commencing in April. The trustees noted that 24 staff will be undertaking the initial mindfulness training, and that staff will then be able to train to deliver the “.b Curriculum” to our students, starting with Year 7. Mr Collins commented that Enfield Grammar will be the first school in the Borough that integrates mindfulness into the curriculum.

11. EDI Update

11.1 EDI Recruitment Training

11.1.1 Ms Faverjon provided an overview of the recent EDI Recruitment training, and it was noted that the three areas for development are:

- Outreach and advertising in the right places to improve diversity when recruiting staff.
- Ensure that our recruitment panels are diversified and ensure questions are objective and do not put anyone at a disadvantage.
- Define the role of the EDI Lead and create a JD.

11.2 Flair Survey

11.2.1 Ms Faverjon provided an overview of the recent Flair Survey highlighting the school’s strengths and weaknesses, which were detailed in the report circulated ahead of the meeting. It was agreed that the full report should be added to the next Stakeholders Committee meeting agenda for full discussion.

ACTION: Clerk to add Flair Survey to Stakeholders Committee agenda.

12. Policies

- 12.1 **Provider Access Statement** - Mr Collins referenced the updated Provider Access Statement, which had been circulated ahead of the meeting with all changes shown in red. Following discussion, the statement was approved.
- 12.2 **Educational Visits** - Mr Collins referenced the updated Educational Visits policy confirming that all previously discussed changes had been made.
- 12.2.1 Mr Williams asked if “adventurous” needed to be further defined and that reference to open water swimming and lifeguarded swimming should be distinct.
- 12.2.2 Subject to the amendments 12.2.1, the policy was approved.
- 12.3 **Behaviour & Relationships Policy** - Mr Collins informed trustees that changes had been made to the Behaviour policy following a review and the recommendations of the recent GDC.

- 12.3.1 Mrs Williams asked whether students are “patted down” and Mr Collins confirmed that during any searches, students are not physically touched. Mr Collins explained that clothing garments such as blazers are “patted down” when they are not being worn.
- 12.3.2 Ms Surujpaul sought clarification as to what constituted inappropriate use of IT as this was in categories L4 and L5. Mr Collins replied that this could be accessing inappropriate content, sending inappropriate content, messages etc. and the consequence would depend on the severity of the material accessed/sent.
- 12.3.3 Ms Jefferson suggested that the behaviour grid be more generic and less specific. Mr Collins replied that the school have endeavoured to be as transparent as possible with regard to the consequences for behaviour but agreed that the grid is more for internal use and that a summary line be added to convey that the list is indicative and not exhaustive.

ACTION: Mr Collins to amend Behaviour Policy and send the final version to the Clerk and Mrs Culora.

12.3.4 Following discussion and review of the changes, the trustees approved the policy.

12.4 **EDI Policy** - The trustees discussed the draft EDI policy and agreed to remove the reference to student demographics as these become quickly out of date. Following discussion, the policy was approved.

ACTION: Mrs Culora to remove reference to student demographics in the EDI policy.

12.4.1 It was agreed that the EDI Action Plan is added to the next Stakeholders Committee meeting.

ACTION: Clerk to add EDI Action Plan to the next Stakeholders Committee meeting agenda.

12.5 Bursary Policy

12.5.1 The Bursary policy was circulated to trustees ahead of the meeting, with all changes shown in red.

12.5.2 It was noted that there were only minor change and the policy was approved.

13. Any other business

13.1 Mr Lovett commented that there was a Cup Final in April and encouraged trustees to attend and support our students.

13.2 Mr Lamb informed trustees that Mr Marshall remained off work at present and that our thoughts are with him.

There being no further business, the meeting closed.

Summary of action points:

Action	Responsibility
Trustees to carry out their link visits and to complete the cyber security training.	Trustees
Clerk to add Work Experience Stakeholder Committee agenda	Clerk
Ms Surujpaul to provide details of Digital Creative Media course to Ms McCall and Mr Wragg.	Ms Surujpaul
Clerk to add Flair Survey to Stakeholders Committee agenda.	Clerk
Mr Collins to amend Behaviour Policy and send the final version to the Clerk and Mrs Culora.	Mr Collins
Mrs Culora to remove reference to student demographics in the EDI policy.	Mrs Culora
Clerk to add EDI Action Plan to the next Stakeholders Committee meeting agenda.	Clerk