



ST MICHAEL'S C of E PRIMARY SCHOOL

MINUTES OF THE FULL GOVERNING BOARD
WEDNESDAY 14th MAY 2025 at 7PM ONLINE

Membership:

Position	Name	Initials	Term End Date
Local Authority Governor (1)	Vana Sarimpalidou	VS	22/03/2029
Staff Governor (1)	Julia Machin	JM	23/02/2026
Parent Governors (2)	^Stephen Bethel – Vice Chair	SB	07/04/2027
Parent Governors	King-Lynn Swayne	KS	09/05/2027
Foundation PCC (7)	^Lisa Maguire	LM	11/04/2027
Foundation PCC	Valerie Doulton	VD	02/02/2029
Foundation LDBS	^Annie Chalmers Mavor	AC	11/03/2029
Foundation LDBS	Cordelia Brown – Chair	CB	07/06/2027
Foundation Deanery Synod	Claire Southern	CS	12/05/2027
Foundation Deanery Synod	Maja Raskovic	MR	09/11/2027
Foundation	Reverend Kunle Ayodeji	KA	Ex-Officio
Executive Headteacher	Geraldine Gallagher	EHT	Ex-Officio

*Denotes Apologies ^ Denotes absent

Also in Attendance:

Jasbir Auja, Clerk to the Governing Body, Haringey Education Partnership
Sinead O'Brien, Head of School, HoS

PART 1

1. Welcome, Opening Prayer, and apologies for absence

- 1.1 The Chair welcomed all to the meeting, which was quorate.
- 1.2 Rev KA opened the meeting with a prayer.
- 1.3 Apologies for absence were received and accepted from LM, SB and AC.

2. Declaration by Governors of Interest Pecuniary or Otherwise in Respect of Agenda Items

- 2.1 There were none declared.

3. Minutes of the FGB meeting and any matters/actions arising not elsewhere on the agenda.

- 3.1 The Minutes of the FGB meeting held on 2nd April 2025, were **agreed** as an accurate record for the Chair to sign and school to retain on file subject to the following amendment:

Para 6.1: instead of £20k should read "school has been successful in getting **£28k** grant from the Greig Trust"

- 3.2 **Actions arising:** None

4. Budget

The FGB received the 2024-25 financial year-end report and the budget for 2025/26 with 3-year forecast and accompanying report.

4.1 2024-25 Year End

The SBM said she is pleased to report school has managed to turn the 2024/25 budget position around from a deficit to a surplus. The contributory factors include: the award of new grants,



CSBG, during the year and the extension of teacher pay and pension grant; work done on Early years and Wraparound provision and tighter management of expenses. This has enabled more funds to be added to the reserve which was at £76k and now is at £124k and puts the school in good stead for the next financial year

4.2 2025/26 and Three-Year Budget Forecast

The SBM updated 2025/26 figures and the main block funding had now been confirmed by LB Haringey. For future years the main block funding is assumed to rise at the same rate as the 25/26 increase. Other key points to note are::

Income

- I01 represents the main funding streams from the Department for Education (DfE), based on pupil numbers and the Census. The figure is higher this year due to several grants being consolidated into a single source.
- 2026/27 onwards the increased capacity in nursery will provide greater income. The increase will be in stages with capacity of 48 children from September 2025 and capacity of 53 children for September 2026. An increase in pupils not only impacts on the Early Years Funding Formula but also has an impact on fee income as not all parents will qualify for the 30hrs per week code.
- London Mayor announced continuation of KS2 FSM whilst he is in post.
- The school have been awarded £27k by the Greig Trust for improvements to outdoor learning and were also successful in winning a Capital grant of £150k to continue work on the nursery expansion and office move.

Expenses include:

- NI increase and changes in thresholds have been applied along with teacher pay award of 2.8% and an estimated 3.2% increase in support staff pay. Forecast years incorporate pay progression and some anticipated turnover.
- Cleaning contract has increased significantly due to recent changes in LLW and NI contributions.
- Harrison's the Catering contract were going to increase charges due to their increased resources costs but instead have suggested reducing staff by 1 FTE and to cover will increase existing staffing by an hour each day and school staff will be responsible for cleaning the tables.

Based on above the 2025-26 budget is at small in-year surplus of £14k but the year is starting with a good position of £124k reserves.

Q: Is school ensuring there are enough spaces for early years wraparound care as there may be a demand for it and will enhance income. A: Night Owls offering has been expanded to 16 children if increase further would have to employ more staff. The Breakfast Club has lower take up so has capacity most days. Night Owls does reach capacity on some days – generally Tuesday – Thursday Will have more children from September and will review position.

Q: Next year's budget shows a slight decrease in SEN funding is this due to the number of children leaving Year 6. A: Yes, have budgeted for 2025/26 on what is currently known.

Q: Expenditure other staff is that agency. A: No mostly lunch time and breakfast club staff in the infant hall.



Q: Staffing cost look higher is school taking on more staff. A: The SBM said had 2 vacancies in 2024-25, one has been filled other to be filled and costs are included.

The FGB **approved** the year-end 2024/25 and 2025/26 onwards budgets as presented.

The Chair thanked the SBM for all her excellent and comprehensive work on the budget and securing grants throughout the year to get to this position.

5. Executive Headteachers Report

- 5.1 The FGB received the EHT report shared in advance of the meeting and the EHT highlighted:
- 5.2 School received 112 first choice applications and is pleased St Michael's C of E Primary is one of the schools not facing a reduction in pupil numbers. This is a testimony to Saturday open morning and thanked the HoS for regular open mornings and all the team on their efforts on achieving this position.
- 5.3 **Q: Who is replacing Ellise in EYFS.** A: The DHT, Rebecca is covering on a temporary basis and EHT is liaising with a person regarding longer term arrangement.
- 5.4 **Q: With regards to health & safety what is the school doing with regards to the fox den.** A: EHT reported have been in touch with a specialist pest control company and they will safely remove the fox den after two weeks, once the newborns can be moved. School site staff are keeping a close eye on them. All staff are aware, and children are not allowed out without a member of staff present.
- 5.5 VD updated she is writing the annual report to St Michael Church and read out a paragraph she has written regarding the introduction of practice restorative justice on bullying and abusive incidents and asked the EHT if she is comfortable with her wording. EHT responded yes.
- 5.6 **Q: Previously discussed the reporting split between boys and girls, looking at the EHT report note boys are at 69% and girls at 19% has any progress been made on how the school reports these incidents and captures what is going on with the girls differently to what is going on with the boys.** A: EHT responded have discussed with staff and they are very aware, tendency is girls will resolve dispute amongst themselves and have no need to go to staff whereas boys are physical, and staff become aware. EHT has raised this at the NLC, and a similar picture is noted between boy and girls across the board. The HoS said sometimes there are multiple children involved in an incident for instance during football it could be a group of 10 boys and 1 girl and that is how that is reported and same in KS1 incidents usually occur over games and football and involves more boys than girls.
- 5.7 **Q: Are any whole school interventions planned around reducing behaviour amongst boys.** A: HoS said there is more structure at lunch time around games so that it is not just football, have a rota, and modelling on how to play. There is lots of restorative work going on so when there is an incident teachers will talk to the pupils about how to do things differently, deal with issues and manage their emotions.
- 5.8 **Q: How do we know there are not incidents amongst girls that are under the radar.** A: The EHT stated that staff in the playground have specific areas/zones they closely monitor and observe



body language, so it is not just reported incidents or physical interactions. HoS added it is lot about awareness, what we accept and are noticing and being more forensic.

- 5.9 **Q: Are there any patterns or anything specific.** A: HOS reported everything is recorded on CPOMS and she reviews which children are involved in the incidents, and school does a lot of work in the background. The EHT added if it involves the same child or classroom school focusses on this and looks at what interventions can be put in place, if not the same children we speak to the child/ren and take actions accordingly. There are some cases where the school speaks to parents, support is offered and we also look at whether staff require any additional support.

There were no further questions.

The Chair and FGB thanked the EHT for her report and updates.

6. Chair's Report

6.1 Single Central Register

The Chair reported that on a recent visit to school she carried out an unannounced check of the Single Central Register, and it was helpful of Leah to accommodate this unplanned check. The Chair has shared link to checklist completed. The headlines are: this was a really useful visit, all records are up to date and complete.

6.2 Cyber-Attack Training

The Chair noted a new item on the SCR pertaining to logging training on cyber attacks, which staff need to attend following a recent GDPR audit. The audit recommends that, for insurance purposes, all staff undergo appropriate training to prepare for potential cyber-attacks and ensure school security is not compromised. The Chair pointed out that if governors receive any unusual emails with links, particularly those of a financial nature, not to click on the link. The Chair inquired about the reporting process for these emails. The HoS said to report directly to the SBM first of all and then report directly to Platinum and the LGFL. HoS cited an email received yesterday which did not look right and staff knew what to do as a result of the training.

6.3 Governor Visits

The Chair said she sent an email to all just prior to this meeting to say she has been in school 3 times this week and how delightful it has been to see the school in action. It was lovely to see the school vision and values being brought to life when walking around the school. Also noted EHT's strategic vision for the management structure is now in place and proving to be highly successful. The Chair and HoS have been discussing how well it has worked with new DHT, Rebecca who will join us at the July FGB.

The Chair updated on Governor Forum she attended where the importance of governor visits to improve children's educational opportunities was emphasised and with this in mind reminded all to schedule in their visits with their subject leads over the summer term and come in to enjoy the wonderful events the school has shared in the newsletter.

VD asked to be introduced to Roberto, English Lead. The Chair referred to the Link Visit policy with link role contacts details and suggested VD sends in an email to Roberto to arrange a visit after half-term.



Discussion took place about visits and whether something can be organised once a term for governors to meet their link staff member in person, for example at an Inset day, beginning of a staff meeting, Strategy Day or at Tea/Coffee event. The EHT suggested all initially meet up with their respective link person and thereafter can look at next steps. The HoS said this can be arranged as long as have sufficient notice to plan in. The Chair highlighted at Children's Committee, staff attend on a rotational basis and present subjects to governors which we could also do at FGBs. The Chair asked the EHT and HoS as to consider the proposals discussed and let her know their views.

VS updated she is visiting tomorrow to invigilate during a Maths Reasoning SATs, and to be introduced to Science Lead. HoS said she will introduce her to other lead/s when she is in school tomorrow.

7. Link roles

- 7.1 The FGB received the updated Link Governor Policy, and the Chair confirmed with all they happy their link roles and agreed the Link Governor Policy as presented.
- 7.2 Chair said she may need a SEN link governor whilst Lisa is on leave and will send an email if required.
- 7.3 VD said she is down for writing and this includes reading. Chair responded yes. The EHT pointed out writing is the area the school is trying to develop further as English.
- 7.4

8. Statutory Inspection of Anglican and Methodist Schools (SIAMs)

- 8.1 HOS reported school is on the list for the SIAMs inspection next year. At present do not know when that will be, but the LDBS has started providing support and both HoS and Lawrence met with Tim, the SIAMs Advisor. Tim discussed the SIAMs inspection and self-evaluation, focusing on whether school's Christian vision is used to promote the well-being of pupils and adults. Took a tour of the school and shared lots of positive observations. Additionally, he decided input from pupils and parents is gathered regarding how the vision and values are applied and supported, with the aim of meeting the target. HoS said as part of this need governor volunteers to provide support on SIAMs from September and volunteers dependant on the day of the week as follows: Chair, Annie, Kunle, Maya, King Lynn and Valerie. Chair thanked all and if she receives any training information she will share.

9. Policies for approval

The FGB received the policies listed below in advance of this meeting and agreed as follows:

- 9.1 Safer Recruitment: **Agreed**
- 9.2 School Uniform: **Agreed**. Subject to remove examples on page 3 and to read "uniform can be bought from various stores and supermarkets".
Take out any reference to self-identification. School will double check if anything specific needs to be included. Agreed wording to be included "Will give all pupils the opportunity to wear the elements of our uniform they find most comfortable".

10. Governor visits, development, and training

- 10.1 Chair updated she has been in for invigilating for SATS. It is really good to see staff and governor interactions.
- 10.2 VS is coming into school tomorrow,
- 10.3 VD said at the beginning of this year she wanted to do some Safeguarding training, but when



logged on details of costs came up and was confused and did not want the school to incur unnecessary costs. The Chair said she will check as the LDBS are providing safeguarding training. It is OK to book and attend the training, we agreed to pay as we go as opposed to purchasing the HEP training package, but note it is not straightforward due to the logging in process and noted emails of events being cancelled maybe due to the booking and costing process. Clerk to check position with HEP.

11. Any Other Business

None.

12. Dates and Times of next meeting

12.1 It was noted the next FGB meeting will take place on Thursday 17th July 2025 at 7pm at the school.

There being no further Part 1 business, this part of the meeting closed.

Signed

Chair

Date 17/7/25

Cordelia Brown