

**THE GOVERNING BODY FOR FRIERN BARNET SCHOOL  
MINUTES OF THE MEETING HELD ON MS TEAMS  
MONDAY, 22 MAY 2023**

**MEMBERS:**

**CO-OPTED GOVERNORS**

- \* Ms Ann Woodhall (Chair) (WLA)
- \* Councillor Barry Rawlings (RSB)
- \* Ms Niki Savva (Vice-Chair) (SAN)
- \* Mr Chris Kendrick (KKC)
- \* Mr Kunal Gautami (GIK)
- Mr Alexander Gayle (GEA)

**PARENT GOVERNORS**

- \* Ms Olga Glazer (GRO)
- Mr Nishad Gudhka (GAN)
- \* Mrs Tracy Ward (WDT)

**LA GOVERNOR**

- \* Councillor Anne Hutton (HNA)

**STAFF GOVERNORS**

- \* Mr Simon Horne (HT) (HES)
- \* Ms Varuni Morrison (MNV)

**NON-VOTING OBSERVERS PRESENT**

- \* Ms Paula Donaldson (DNP)
- \* Mrs Jane Canavan (CNJ) Clerk

\* Denotes those present

*A Woodhall*

**23/37 WELCOME & INTRODUCTIONS**

WLA welcomed everyone to the Teams meeting.

**23/38 APOLOGIES FOR ABSENCE**

Mr Nishad Gudhka - accepted  
Mr Alexander Gayle

**23/39 DECLARATION OF PECUNIARY INTEREST**

None.

**23/40 RATIFICATION OF SCHOOL BUDGET 2023-24**

The Finance Committee scrutinised the draft budget on 2<sup>nd</sup> May.  
A budget report was circulated to all governors prior to this meeting.

**DNP** said they had made some savings in staffing costs and there was some additional, unexpected income, giving a carry forward of £232,723.

In the 2023-24 budget, **DNP** said they took guidance from the local authority on staffing costs (teaching and support), however there are concerns on teaching costs and this will be monitored carefully. There is a small saving in the school's contribution to the Local Government Pension Scheme (from 28.9% to 28.4%).

**DNP** said they have balanced the budget but staffing costs are particularly high and it is something they will need to reduce according to student numbers and the curriculum plan.

The school now needs to submit a further two years' forecast and student numbers were estimated to calculate future income. This year 2023-24, the budget balances and with careful monitoring they hope to balance it in 2024-25 but it depends on student numbers.

**HNA** asked if the Pupil Premium funding was driven by the previous October Census. **DNP** confirmed that both the school budget funding and Pupil Premium funding was based on the October 2022 Census numbers.

**RSB** asked if the local authority would require an action plan for future forecasted deficit budgets.

**DNP** said they have previously submitted similar forecasts and the local authority has not questioned the school about it so far. **HES** said the Schools Forum asks schools to notify them if they are going into deficit and the Schools Forum helps them for that year. He said the Schools Forum would see future years forecasts as a bit of guesswork and he didn't think they would ask for a recovery plan.

**HES** said that the Key Performance Indicators show total staff costs to total income in 2022-23 was 85%. If the school got to where they should be of between 76% and 80% that would mean quite a high reduction in staff. To make the budget more sustainable, they would have to reduce this percentage. Roughly, every one percent of the budget is equivalent to the cost of one teacher.

**SAN** asked why the budget for Lettings had gone down even though its expectations were for the continuation of long-term agreements. **DNP** explained they had received more than budgeted for lettings last year and she didn't want to overstress what they thought they would get this year. She added they would have to review lettings' costs because of the increased cost of staffing and energy.

**GAK** said he was pleased to see that £60,000 had been allocated in the budget for IT and was this for the new servers? **DNP** confirmed the order had been placed on that day for the new servers and the cost was just over £53,000. She added they hope to see some energy savings with the new equipment.

**WLA** said she commended **DNP** on continuing to manage to balance the budget and thanks to **GRO** for her informative report.

**The budget was RATIFIED unanimously.**

AG

**23/41 MINUTES OF LAST MEETING**

The minutes of the meeting held on 27 March 2023 were **APPROVED**.

**23/42 MATTERS ARISING**

22/07 Safeguarding

**RSB** reminded to respond to the clerk confirming he had read the latest DfE KCSIE guidance.

22/104

**DNP** said sales of re-usable bottles was slow and they will keep promoting them. Cost £3 a bottle.

23/26 Outsourcing Payroll

**DNP** said the payroll outsourcing was going ahead. The new company would be producing the June payroll.

23/27 Literacy Report

**WLA** asked if governors could have a comparison of those children whose reading age is 3 years or below when they join in Year 7 and how many were still at that level at the end of that year.

**HES** confirmed this would be possible as their progress is tracked through the year.

23/28 HT Report: SIP

**HES** said the local authority commissioned an independent review into high needs spend and they visited all the ARPs in the borough. Any schools without any specialist provision are being consulted and a report will be produced by the consultants. They will be speaking at the Schools Forum (HES is a member) and also to Head Teachers.

**WLA** suggested the outcome of the report could come to the July meeting.

Student Wellbeing

**SAN** asked if there had been any improvement following the Yr 11 additional mock exams in the core subjects. **HES** confirmed the detail was in the Head Teacher's report.

23/30 Governor Day Review

**WLA** asked if there had been any further detail concerning students' perception of teacher lateness. **HES** said he would follow this up.

23/04 GCSE Options

**HNA** said the Head had implied that BTECs were more suited to FE colleges and she said that some schools do BTecs as well. **HES** said he thought BTecs were more suited to FE colleges because they are often linked to the employment sector. He added that courses such as Beauty or Construction cannot be offered in schools because they are unable to provide the relevant facilities. Some schools do offer BTecs such as PE, Business and science but some become just a paper exercise and unless there is proper, practical training he felt there was little value. **HNA** agreed but felt it could be an extra qualification for some. She asked if the school did a BTEC in the arts. **HES** said that although they have a dance and drama group, they only have one or two classes. It is difficult to run a BTec and a GCSE group and make them viable. They are assessed in very different ways and it isn't possible to maintain that.

**23/43 HEAD TEACHER'S REPORT**

The Head Teacher's report was circulated previously.

**HES** thanked governors who turned up to the prize giving event.

Yr 10 Work Experience took place the previous week, which was mainly very successful.

The ski trip took place during the Easter break. **HES** said this is quite an expensive trip and they took 40 students, which was remarkable for the school. They tried to keep costs down and the school spread the cost over a year for parents. There were three subsidised children and two looked after children in the party.

**WLA** said she was very pleased to see that the school had subsidised some children and had also taken looked after children, providing them with this opportunity.

Attainment and Progress

**HES** said overall attainment is roughly the same as it was this time last year, although English and maths mocks were slightly lower than last year. There have been a lot of revision sessions and the children have been attending core subject sessions. It is not clear how the examiners are going to

mark the papers, they may match them to pre-pandemic so as not to disadvantage children too much.

#### Numbers on Roll

Following the consultation to reduce the school's PAN (Pupil Admission Number) there were 7 responses: 5 in favour, 2 disagreed. Those who disagreed had no alternative suggestions and the LA has said the school can reduce its PAN to 150 from 2024/25.

**WLA** said they would bring some information to the next meeting. Governors can see what the implications are financially and what options are available.

#### Attendance

**HES** said that while attendance figures were a concern, they match the national average for secondary schools.

#### Suspensions

A year 9 boy was permanently excluded this term. He has already been placed in a school in Enfield.

#### Safeguarding

**HES** said there was someone coming in to school to have a look at the school's safeguarding – checking to see that the appropriate policies are in place and to make sure that nothing has been missed. **WLA** said she hoped the governors would be able to do some safeguarding training at the beginning of the autumn term.

#### SIP

**MNV** asked how the school was addressing staff wellbeing, because staff absences have increased. **HES** said that even though the number had increased slightly, it was still generally good. He said he had tried to compare it with national data and FBS's absence figures are way below the national average. He added they could do a staff survey – they have done two in the past and passed on the data to governors. Also, they offer counselling to staff and there is the employee assistance programme and staff can access Terapia counselling. The school has paid for a yoga teacher for staff to come in once a week and there are regular treats in the staff room. He added that they could probably do more and if there were any ideas he would be pleased to hear from people. **WLA** noted that there was an increase in support staff absence. **DNP** said that one member of staff had been off on long term sick leave which accounted for a large number of the absences. The member of staff is now back in work.

#### **23/44** ANY OTHER BUSINESS

**WLA** asked governors how the Race Mark training had gone. **GRO** said she was in the office and hadn't realised how interactive it would be. She found it interesting but sadly couldn't participate herself.

**HNA** said it was okay – not anything new, but useful to come together and discuss and refresh but felt it a bit long. **SAN** agreed but she found it quite useful when they broke out into groups. **RSB** agreed that was the most useful part. **WLA** agreed it was quite long but she thought it useful to be reminded of the issues.

#### **23/45** DATE OF NEXT MEETING

Monday, 22 May 2023 at 6.30 pm.

AW