

Brookland Infant & Nursery and Brookland Junior Schools
Full governing body meeting - **Unclerked**
Nov 12, 2024 6pm INFANT school
Minutes

LA GOVERNOR

Lucy Tobin

PARENT GOVERNORS

Samantha Jayasekera-Heffer (Infant)

Kate Blumhof (Junior)

HEADTEACHERS

Brenda McCafferty (Infant Headteacher)

Jenny Aylen (Junior Headteacher)

NON-VOTING OBSERVERS

Amy Hurst (Infant DHT)

Cara Christie (Junior DHT)

STAFF GOVERNOR

Jenny Catley

CO-OPTED GOVERNORS (12)

Gabi Symons- (Junior Teacher)

Aimee Lipton (Infant Teacher)

Farnoush Bikdeli (Junior Support)

Michael Farhi

James Clare (Vice Chair)

Lisa Weinbrenn

Laura Pincus (Chair)

Nick Astaire

Jeff Harris

Judith Bernstein

David Lee

Daniella Jackson

ASSOCIATE MEMBER

Sapna Shah

Clare Rosen

1. Welcome
LP Welcomed all to her home. Governors were unable to use the school due to no electricity (building work)
2. Acceptance/non acceptance of apologies for absence
Apologies were accepted from SJH, AH, MF, JClare, NA, DJ, SS.
3. Finance training
KB and HTs showed everyone what the school financial paperwork looks like, what each column and line mean, and explained how the Finance committee scrutinises the quarterly returns. This training was in response to outcomes of the governor survey conducted in July 24. Governors were appreciative as some find it challenging.
4. Safeguarding audit
We discussed the governor section of the safeguarding audit, including MASH, the role of the LADO and lettings. All governors were encouraged to take the Safer Recruitment Course.
5. Curriculum threads for SDP (how they were chosen and what we want to achieve)
BMc and JA both expanded on the above.
6. GDPR
We haven't touched on this topic for a while so the importance of GDPR was reiterated. Confidentiality of governor paperwork was stressed.
7. Skills audit results
LP ran through the results of the skills audit. The lowest scoring areas are IT, Legal, Premises, and HR. Governors were encouraged to upskill what they can through Barnet Training Courses and The National College. (This is also why we have Associate Members).
8. Governor visits -schedule and put on GH calendar
LP encouraged all governors to schedule their link subject visits and to contact her if they need help in arranging.
9. Scheduling of Committee meeting dates
10. AOB
CR was due to present on Wellbeing, this will be rescheduled.

Dates of committee meetings

Finance: 6 Dec 24

Safeguarding: 11 Nov 24

Curriculum: 10 Feb 24

Personnel: 15 Nov 24

Strategy: Was 17 Jan 25, LP will change date on GH

Premises: 1 Nov 24

HT review: 3 December 2024

Dates of governing body meetings

Wednesday 29 January 2025, curriculum tea at 3.30pm, meeting at 5pm

Tuesday 11 March 2025 at 6pm

Tuesday 13 May 2025 at 6pm

Wednesday 9 July 2025 at 6pm (unclerked)

