



**HNS Board Meeting – Executive Summary**

**Date** 8<sup>th</sup> July 2014

**Time** 1815 - 2050

**Location** 1-9 Downham Road, London N1 5AA

**Present Governors** Andreas Wesemann, Chairman  
 Phillippa De’Ath, Vice Chairman  
 Lesley Falconer, Headteacher  
 Sophie Solomon, Member Governor  
 David Heales, Co-opted Governor  
 Andrea Cooper, Member Governor  
 John Hinton, Parent Governor  
 James Clements, Member Governor

**In attendance** Brian Chester, Responsible Officer

The agenda for the board meeting and the main items discussed were as follows:-

1. Apologies for Absence	<ul style="list-style-type: none"> <li>• None</li> </ul>
2. Declaration of interests	<ul style="list-style-type: none"> <li>• The headteacher declared an interest in agenda item 7 (staff appraisal)</li> </ul>
3. Minutes from 29 <sup>th</sup> Apr-14 board meeting	<ul style="list-style-type: none"> <li>• These were reviewed and approved</li> <li>• The Vice Chairman provided an update as the safeguarding link governor</li> </ul>
4. Education Committee Report	<ul style="list-style-type: none"> <li>• The minutes of the meeting held on 23<sup>rd</sup> June 2014 were circulated and discussed</li> </ul>
5. Finance & General Purposes Committee Report	<ul style="list-style-type: none"> <li>• The minutes of the meeting held on 16<sup>th</sup> June 2014 were circulated and discussed</li> <li>• Brian Chester provided an update on finance management during the 2013-14 year to-date</li> <li>• The 2014-15 budget was to be finalised definitively only in September upon the arrival of, and review by, the new finance director</li> </ul>
6. Headteacher’s report	<ul style="list-style-type: none"> <li>• The headteacher’s report and School Development Plan were discussed</li> <li>• It was noted that the new Year 7 cohort contained a significantly higher proportion of pupils with SEN than the 2013 intake</li> <li>• The results of a staff and parent questionnaire were discussed</li> <li>• HNS’ behaviour policy, staffing requirements, homework arrangements / volumes were discussed</li> </ul>



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	<ul style="list-style-type: none"><li>• An updated SPD and Strategic Targets document were to be discussed</li></ul>
7. Staff Appraisals	<ul style="list-style-type: none"><li>• Teaching staff appraisals were discussed</li><li>• The headteacher's appraisal was reviewed by the board</li></ul>
8. Building Update	<ul style="list-style-type: none"><li>• MoA for the full scheme was agreed and signed in early June 2014</li><li>• The school will be ready for opening in September 2015</li></ul>
9. Review of HNS' Statutory Requirements	<ul style="list-style-type: none"><li>• The board reviewed 13 school policies</li><li>• The board also reviewed provisions for the annual report to parents, compliance the school information regulations, home school agreements and the complaints policy</li><li>• James Clements agreed to become the link governor for SEN</li></ul>
10. Nominations Update	<ul style="list-style-type: none"><li>• Mr Heales had resigned from the board due to his emigration to America</li></ul>
11. Governor Training	<ul style="list-style-type: none"><li>• More training to be arranged for governors for autumn 2014</li></ul>
12. Safeguarding Review	<ul style="list-style-type: none"><li>• HNS's safeguarding policies and track record were discussed in detail.</li></ul>
13. Health & Safety Review	<ul style="list-style-type: none"><li>• Governors noted that there is a health and safety review meeting every half-term. No major health and safety issues were identified at the last meeting.</li><li>• John Hinton agreed to become the link governor for Health &amp; Safety</li></ul>
14. HNPS update	<ul style="list-style-type: none"><li>• The board noted that the application to open HNPS was approved by the Secretary of State in June 2014</li><li>• An application to designate the site of the Kingsland Road fire station as an asset of community value had been rejected by Hackney Council; the chairman was asked to write to Hackney Council to obtain an explanation for this decision</li></ul>
15. AOB	<ul style="list-style-type: none"><li>• There was no AOB</li></ul>
16. Next board meeting	<ul style="list-style-type: none"><li>• To be agreed</li></ul>