

**Brookland Infant and Junior Schools**  
**Meeting of the Full Governing Body held on Tuesday 10 March 2026 at 6pm**

**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)

\*Gillian Delany (Infant Teacher)

Farnoush Bikdeli (Junior Support)

\*Michael Farhi

\*James Clare (Vice Chair)

\*Lisa Weinbrenn

\*Laura Pincus (Chair)

\*Nick Astaire- online

Jeff Harris

Judith Bernstein

\*David Lee

\*Daniella Jackson

**ASSOCIATE MEMBER**

\*Karen Gubbay

26/17 **Welcome**

All Governors were welcomed to the meeting.

26/18 **Declaration of pecuniary interests**

No Governor present declared a pecuniary interest in the business to be discussed.

26/19 **Apologies of Absence**

Apologies were received and accepted on behalf of JB, JH, FB, JC, BM and SJH.

26/20 **Governor Appointments**

Kate Blumhoff's term of office was nearing its end. Following a show of hands, Governors **AGREED** to **RE APPOINT** Kate Blumhoff to the position of Parent Governor for the four year period ending on 9 March 2030.

The Clerk agreed to check this process was correct. If it was not correct, then Governors agreed to appoint KB as an Associate Member.

26/21 **Part I minutes of the meetings held on 28 January 2026**

Part I of the minutes of the meeting held on 28 January 2026, circulated prior to the meeting, were received and noted by Governors subject to the following amendments:

P3- spelling mistake

26/22 **Matters arising**

The Chair would update the annual skills audit and upload to GH.

It was confirmed that all Governors had now completed the cyber security training.

Governors noted that the Entrust document required verification to ensure it had been signed. KB agreed to email and confirm its status.

***Action: Kate Blumhoff***

Regarding the July meeting, the Chair would confirm the agenda items, in addition to the scheduled School Council presentation.

It was also noted that DJ had emailed JH with the personnel policies requiring updates due to new legislation. Not all policies had been completed yet, and further work remained outstanding

***Action: Jeff Harris***

## 26/23 Headteachers' verbal updates

### **Infant Headteacher**

The IHT had sent apologies for the meeting as she was attending a dance festival. AH reported that it had been a busy second half of the half-term, with many activities taking place. She noted that both pupils and staff had been working extremely hard.

### **Junior Headteacher**

The JHT provided an overview noting that the school remained on track with the School Development Plan. She noted that schools nationally were facing a significant volume of new processes, policies, and requirements, including updates related to the new white paper. The leadership team had been considering how best to manage and implement these changes. She highlighted that the school was already carrying out much of what the new guidance required.

The school had recently had an LNI visit from Claire Syms, with a focus on inclusion. The report had not yet been received, but initial feedback was very positive. Claire Syms had explored a range of Ofsted themes and commented that the school appeared strong across many areas, although the JHT acknowledged that a substantial amount of work remained ahead. During the visit, she met with groups of FSM pupils, pupils with EHCPs, and a group of TAs to discuss provision and practice. The full report would be shared once available.

Governors had also been provided with an update on the shared leadership of SEN and the school's specific offer, noting that this continued to be an area of focus. An Inclusion Focus Week was scheduled for the following week.

An update was given on the gardening curriculum work led by GS. Gardening had been implemented as a unit within the science curriculum, with Year 5 completing it last half-term and Year 4 undertaking it now. Early feedback was positive. Staff meetings continued to include opportunities for teams to trial specific outdoor learning approaches, leading to an increase in outdoor activities.

It was noted that the school had also been carrying out subject development work in DT and RE, including updates to planning documentation.

The JHT added that three HLTAs were currently undertaking a training course and working towards their qualifications. There were 25 PGCE students engaging with the school's PSHE

curriculum. The school was also involved again in the Archer transition programme and was working to strengthen the mathematics link within it.

Secondary school allocation outcomes for Year 6 had recently been released. Following a Governor question, the JHT noted that most pupils were happy with their placements. Twenty-eight pupils had been offered places at Christ's College, with around half naming it as their first choice. Only a small number of pupils had not received their first or second choices. All eight pupils with EHCPs had received their preferred school offers earlier in February.

Following a Governor question, the JHT noted that the SEF had not yet been written but that the Leadership Team was actively working on it and gathering the necessary evidence. She reiterated that the School Development Plan remained on track.

#### **26/24 Staff Governor reports**

The Infant Staff Governor noted that there had been a large number of events since the last meeting, including several dress-up days, which pupils had managed very well. During National Storytelling Week, each teacher visited different classrooms to share stories, actions, and alternative ways of storytelling.

The school had also celebrated Number Day with a special assembly featuring games and a story. Children's Mental Health Week was also marked with a PSHE assembly and related activities.

For Online Safety and Safer Internet Day, an assembly took place in which pupils discussed robots, the rise of AI, and the concept of keeping safe online. Pupils engaged in a series of linked activities. A parent workshop on online safety had also been held.

Bear Class delivered a Chinese New Year assembly. The school held an International Mother Language Day, which included dress-up, parent involvement, and shared storytelling in a variety of languages.

For World Book Day, pupils dressed as a word rather than a character. A local author visited the school to read to pupils and delivered workshops to each year group. Reading buddies were also re-established. The school was currently participating in Science Week, which focused on experiments and the theme of curiosity, encouraging pupils to ask questions.

*Lucy Tobin left the meeting to attend a parents' evening.*

A Governor asked whether the online safety briefing for parents had been well attended. The Staff Governor confirmed that approximately 70 parents attended, reflecting ongoing conversations about social media use and digital safety. She noted the joint, annual nature of the session. She also highlighted that the school had a working group focused on screen usage and a "playdate pledge," reflecting increased general interest in supporting safe and balanced use of technology.

The junior staff Governor added that the school had also celebrated World Book Week, with parents coming in to support events. It was noted that Neurodiversity Week was scheduled for the following week and would include a visit from a dyslexic author. A number of class assemblies had taken place, and sports teams continued to perform very well.

#### **26/25 Committee reports** (including risk and safeguarding updates)

##### **Finance Committee**

The Chair provided an overview of the recent Finance Committee meeting, which included a review of several policies. The infant school's deficit licence had been approved. The Chair highlighted that the major ongoing risk continued to be falling pupil numbers, noting that this was an issue across Barnet. National Offer Day for the infant school was scheduled for 6 March.

### **Safeguarding committee**

A full safeguarding committee meeting had not taken place. However, a link meeting had been held and the school was awaiting updates to several documents and requirements. It was reported that there had been a significant national update relating to AI, and the junior school had now adopted an AI policy. Governors noted local contextual risks, including high levels of domestic abuse within the community.

### **Curriculum Committee**

In the committee chair's absence, the Chair provided an update. The Curriculum Committee had met, and the chair had been working with the Junior Deputy Head on the planned changes to PSHE. She had attended a training session and visited lessons as part of the review process. A further parental consultation would be required, and both the infant and junior schools intended to run their consultations at similar times.

It was noted that there were not many changes required for Key Stage 1; therefore, consultation at the infant school would focus mainly on sharing the revised PSHE policy, including RSE content, and explaining existing practice rather than proposing major changes. It was noted that the last consultation on these areas took place six to seven years ago.

### **Personnel Committee**

The Personnel Committee was scheduled to meet later in the week, on 13 March.

### **Premises Committee**

The Premises Committee had met the previous week and had discussed the uniform and complaints policies, as well as the issues relating to the heat pump. It was reported that contractors would be visiting the school the following week to inspect the old storage tank. The committee acknowledged the extensive and ongoing work required to address the problem and expressed thanks to the Site Manager and Nick Astaire for their persistence and patience.

They had been managing multiple conversations with subcontractors in order to determine the root cause of the issues. A separate contractor had been commissioned to investigate whether an additional component could be contributing to the problem. The school had incurred significant additional costs due to the disruption, and the kitchen had been particularly affected by the lack of reliable hot water.

### **Strategy Committee**

The Strategy Committee had been focusing on development plans, marketing and advertising for prospective pupils, and approaches to support future pupil recruitment.

### **26/26 Wellbeing**

Governors were reminded that Judith Bernstein had visited the school and met with Simon Greenhouse and others to discuss wellbeing provision. She completed a visit log as part of this work.

Governors noted that there were now 72 children on the wellbeing support list, compared with only 7 when Simon Greenhouse had first become involved. The school now had 15 counsellors supporting pupils and also providing support for parents. It was highlighted that Simon Greenhouse had dedicated time within his role to carry out this work effectively.

#### **26/27 Governor visits**

It was noted that Samantha Jayasekera-Heffer had completed her governor visit using an alternative template provided by Governor Hub. A large number of visit reports were currently available for governors to read if they wished.

Governors were reminded to schedule any further visits that were required for the remainder of the year.

#### **26/28 Governor Training**

The Chair noted that she had uploaded her training documents to Governor Hub. She added that she would soon be undertaking Complaints Training, highlighting that complaints were becoming a growing issue both nationally and within Barnet. As a result, there was an increased need for Governors to sit on complaints panels, making it important for governors to remain upskilled and confident in this area.

It was noted that the ICO had recently changed its legislation and that individuals were now required to raise matters with the organisation directly before escalating them to the ICO. This was contributing to a rise in the volume of complaints being managed at school level.

#### **26/29 Chair's correspondence**

There had been an email from a resident regarding the bollards on Falloden Way. This had been added to the school newsletter.

#### **26/30 Report of the Director of Education and Skills** (if available):

<https://www.barnet.gov.uk/wvc-home/information-for-schools/school-governors/meetings-and-reports.html>

Governor attention was drawn to the report, shared prior to the meeting. The Chair drew particular attention to the new SEND reforms as well as the increasing focus on complaints.

#### **26/31 Any Other Business**

##### **Ofsted framework**

The JHT distributed the new section of the Ofsted framework relating to Leadership and Management. She explained that the document set out what Ofsted would evaluate when making judgements and then described the criteria for each judgement level.

She highlighted the section on strategic leadership, inviting Governors to reflect on which aspects they felt most confident about and which areas might require further attention or adjustment. It was noted that the junior school would enter the Ofsted window from December 2026.

The JHT emphasised that the framework considered leadership and governance together, with each subsection beginning with the expectations for strategic leadership. Governors worked in pairs to review the document, consider potential training gaps, and identify areas where further development was needed. They were asked to mark sections where they felt confident and

those where confidence was lower. The importance of impact and context within the new framework was discussed, as well as how these elements were woven throughout the criteria.

Governors reviewed the list of pupil groups referenced within the framework and noted that these groups ran consistently through all areas, forming key thematic threads.

Attention was drawn to the grade descriptors table at the end of the document. The JHT explained that Ofsted required schools to meet every statement within a descriptor to be awarded that grade, and that the statements must be “securely met.” She highlighted the repeated emphasis on being consistent and robust, particularly in the context of challenge and oversight. Governors agreed that the school should aspire to be graded as strong, and the JHT noted the value of becoming familiar with the vocabulary used within the framework.

She encouraged Governors to keep this language in mind when contributing to the SEF, writing visit reports, providing feedback, and participating in meetings, as these would all form part of the evidence base. The importance of articulating the school’s vision, ethos, and role within the wider community was also discussed.

A Governor asked whether Governors should increase their visibility within the school community. The Chair confirmed that this would be beneficial and suggested opportunities such as attending the summer fayre and taking on more active roles rather than attending as spectators.

*Lucy Tobin rejoined meeting at 7.10pm.*

Governors questioned whether parents were aware of the Governors’ role and the impact of that and whether more work needed to be done.

**26/32 Dates of committee meetings**

- a. Finance: 15 May (12-1.30)
- b. Safeguarding: 30 June (8.45)
- c. Curriculum: 15 June (2.30-3.30)
- d. Personnel: 19 Jun (12-1)
- e. Strategy: 12 June, (12-1)
- f. Premises: 6 May (12.30-1.30)

**26/33 Dates of governing body meetings**

- Wednesday 3 June 2026 at 6pm
- Wednesday 7 July 2026 at 6pm (unlcerked)

*The meeting ended at 7.20pm.*