

Alexandra School

Minutes of Local Advisory Board Meeting

Held on Wednesday 6th December 2017 at 9.00am

Community Members

*Sue Stalley (SS) Chair
*Barry Nolan (BN)
*Peter Horne (PH)
-Temple Rogers (TR)
-Graham Henson (GH)

Parent Members

+ David Hamilton (DH)
(Vice Chair)
* Anand Pajpani (AP)

Staff Members

+Elena Burns (EB)
+ Simone Wright (SW)
* Gemma Cole (GC)
* Karen Stanton (KS)
+Sophia Gordon (SG)

Headteacher

*Perdy Buchanan-Barrow
(PBB)

In attendance:

Clerk

+Zareena Ullah (Clerk)
ZU

* denotes present

+ denotes absent with apologies received and accepted

- denotes absent no apologies received or accepted

In the absence of the Clerk the Minutes reflect key points discussed, decisions taken and key points for action.

1. **Class visits** – All members visited a class to meet staff and children taking part in the morning task. Class visit forms were filled in and given to Perdy.
2. **Declaration of interest** – None
3. **Minutes of previous meeting and matters arising** – BN is meeting with Susan Douglas next week and will ask how changes in governance structure is to be communicated to parents

The minutes were agreed and ratified.

4. **Feedback from site walk** – Minutes on Fronter

There was a positive Health and Safety Audit yesterday the inspector John Faley was happy with his findings and commended Kevin on his paperwork.

The LAB members who made the site visit agreed that the major priority was the KS1 toilets. There is an issue of privacy. It will be expensive so in the first instance there would need to be a capital bid.

The replacement of windows, currently kept closed with wooden bars, is also a priority and currently the subject of a bid.

The front of school needs tidying. This would be something Haywards could be asked to do.

Another possible project could be the roofing of the pods in Goslings and also the sensory room. Tentative enquiries suggest that this will be very expensive.

The BCF is aging and will need replacing in the future but there are other outdoor areas that can be utilised if the BCF is out of action so not a priority. PH keen that the

BN

“brown corner” should be redecorated to bring the decor up to the standard of the rest of the school.

Suggestions were made about insulation but Perdy said that Kevin’s opinion was that being a single story building it would not be practical.

5&6 Headteacher’s report focus on Sustainability linking to Eden priorities of Connectivity and Sustainability and Facilitated discussion

Places for September 2017. 15 available and 7 are already committed. A considerable time investment has been made into parent tours. LMT conduct the tours on a 1:1 basis. They offer guidance for parents on the next steps for pupils considered suitable for a place. Reference is made to the flow chart in the back of the new brochure.

Perdy attended Senco Forum this has proved to be useful in making mainstream schools aware of Alexandra and also makes management aware of Harrow initiatives such as Short Breaks that might otherwise be missed.

This term, Alexandra has hosted 12 Sencos and the School’s Outreach programme is available to Sencos.

The Outreach programme is proving popular and even has 2 High schools signed up: Park High and Pinner High

BN asked if it might be possible to advertise Eden Therapy services.

Perdy showed the draft of the new Alexandra website.

LAB members felt that the front page logo should be like that of Grangewood and Pentland Fields. Perdy will contact Vanessa.

The Pupil Premium and Sports Premium budgets were on Fronter for everyone to read.

The school makes creative use of Premium spending as well as spending over and above the grant.

LAB representatives will be recruited for interviewing for volunteers. PBB will email members for expression of interest.

The Friends of Alexandra account was set up and managed by Barbara Perdoni for the deposit of fund raising monies and donations to school. There has always been reticence about fundraising but a recent event showed that this should be reconsidered. Proceeds from Christmas mug sales will this year be shared between the Friends and a Christmas charity. PH said fund raising could be an issue for the School Council. A raffle was suggested

PBB asked if a LAB member could volunteer to manage the account and perhaps members could be involved in fundraising events. PH is unable to do this. PBB will ask for volunteers.

PBB

PBB

7 Safeguarding Report

Owing to the meeting over running this report was not discussed. PBB will communicate a summary to LAB via email.

ALL

8 AOB

SS said that on 13th November there had been an initial meeting of the chairs of the LABs with Ian Jentle. He is the Board of Trustee member responsible for liaising with the Chairs. Unfortunately the Chairs of Moorcroft and Grangewood were not there. Jane Inglese from Sunshine House said that they used to be advisers but were now Governors! Laura Cunningham from Pentland Field said she had been in school that day with the Teaching and Learning committee. I said we no longer had this committee but everyone is obviously just feeling their way round the new arrangements and finding the best way to support their individual schools. There will be another meeting

in February when hopefully all chairs will be present.

AP commented that parents should have been advised or asked before their details and their address was given to the Young Writers Scheme. AP accepted that this was an oversight and an apology has been provided by the teacher.

BN said that Temple has stood down as the Alexandra Finance representative. This is because of the change in Governance structure and the need for a Trustee for Finance. BN is that trustee and it was felt that there would be an over representation of Alexandra's interests as BN will also have that role.

PBB noted that this would be Karen's last meeting as she will be leaving Alexandra in the Spring term as she is moving to the South Coast. There will be a farewell in due course to which everyone will be invited. Date to be confirmed.

Meeting finished at 11am

Date and time of next meeting – Wednesday 21st February 2018 7pm

Signed..... Chair of Local Advisory Board

Dated.....