

- **Marketing** - To increase public awareness of Date Valley School and its activities.
- **Film location** - To rent the school as film location during school holidays. Date Valley has been registered to receive opportunities. A previous hire of the school brought in £10K for four days worth of Filming. Will register on other popular sites with the aiming to be used as filming location up to twice a year.
- **Ofsted rating** - Aiming to increase status from good to outstanding, with excellence in all areas.
- **Community services** - Providing services for the wider muslim community at DV; this is in conjunction with planning permission. At the moment its has been difficult. We hope to provide Qur'an and Arabic lessons in the near future.
- **School Staffing** - Staff recruitment and retention. Staff recruitment is a nationwide problem. There are many schemes to encourage people into the teaching profession and help student teachers to train. we hope to recruit people from a selection of the schemes for training and to stay with us as full time teachers.

Agenda item: Financial accounts presentation

Presenter: Br Kamran Sheikh
Br Rassoul Jam

Document

Discussion: KS

Introduction - and Summary of financial strengths

To build, maintain and manage an independent islamic school is very complex - Operationally, financially, politically, logistically. There are a lot of challenges so all stakeholders should have this background context in relation to all matters regarding Date Valley. The political discourse regarding islamic schools and education and subsequent monitoring of Islamic educational institutions need to been taken into account.

Financial Challenges

- 1) We are on a financial tightrope. We need to be open and honest with stakeholders regarding finances. Date Valley academic fees significantly lower than mainstream schools but are in line with other fee paying schools in the local area. Other schools Islamic schools may have lower fees structures but that is due to either having independent financial backers - Al Khair not having to pay rent - Al Muntada. In comparison, with the increased academic expectation placed on schools DV strives for high academic excellence with the finances we have. It must be noted that 85 - 95% of income are through are school fees. If there is volatility in student intake at, it adversely affects operational capabilities of the school.

External image of Date valley school

- 2) Actions taken by stakeholders for the school needs to have a positive image of us to our immediate neighbours. The summer fete was prime example where they loved the positive and fun atmosphere. Brother Hamza engaged with passersby people. The attendees were of diverse backgrounds including non muslims. In contrast, flouting driving / parking or doing anything that adversely affects our neighbours will bring additional difficulties for DV. A recommendation from OFSTED for "The school needs to build bridges, links and relationships with other organisations".

Financial Summary

- 3) Current Budgeting numbers:

Fee Income: 85 - 95% of total income by school fees which dictates what we can afford for the school.

Rent: £90K was spent on rent; severely restricting our financial capability.

The school is non profit - at the end of the academic year we would still be at a deficit; the immediate financial aim is to break even.

Academic year 2015/16 financial accounts: Sep 15 - Aug 16 **Page 10**

- School fees - raised £648K. Similar to last year. The school has reached its peak for fee income.
- School Expenditure - consistent with last year 730K
- Running expenses (Overheads) -
- There's been a surplus of £18K in comparison to 2015 £50K deficit
- The highest income earners have been from **Page 13**
 - Hifz provision £37K
 - School trips £12K
 - Fundraising £17K substantially higher than last's years £6K

School running costs **Page 14**

- Rent - £87K same as previous year
- Repairs - £31K both similar amounts to previous year
- Staff Salaries - £22K substantial savings
- Savings - Closure of Prospect house.

Balance Sheet - 21st august 2016 **Page 11**

- Debts owed by payments and insurance -by parents/ students and insurance
- School liabilities
 - Short term £114K
 - Long term £162K

Deferred income / Private loan.

£9K - PTFC

£6K - Security Campaign

Creditors and School liabilities - *See point 11 in notes of the financial document for more information*

£25K overall deficit. Last years was £45K. School fees has reached its peak. Will not gain any more than current amount. Other fundraising activities need to be done to increase flow of income.

School Numbers

	2016/17	2017/18
N	26	17

Lower than last year but still high. Nursery places are taken up very fast and we aim to ensure a good class and learning environment. 30hr funding has been applied.

R	27	25
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5 children on a waiting list. They will be taken in once maintain a productive class environment

Tahfeez class	17	10
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Tahfeez class - Hifz class. There's no Al Falaq class this year. The low number is due to a more rigorous admission process. It included an assessment and interview with NM to determine the children who can complete the programme with high attainment and maintain good behaviour.

They will have a full time Hifz teacher and support teacher.

Assessment - pupil tracking

The reports are sent electronically at the end of each term with all objectives covered. Open access of information between teacher allows early intervention where needed for the student to improve. Forecasts of ability when transitioning between classes. Added information fields for the annual reports. All subjects covered in those reports.

SATS Results 2015/16

Sister Erum Jaffri

KS2 - Date valley is 20% points above borough and national averages.

91% of students attained expected levels

Grammar results - Last year was the first year of curriculum changes

KS1 - Percentage of those attaining expected levels

Reading 58% Spelling/Grammar 10% Math 20% - We were below national average.

We've identified the gaps that led to the results and interventions have been made to address and improve them.

NM - Each school has its own monitoring system for SAT's so comparing data wouldn't be completely accurate. We wanted to share these results to be transparent of where are attainment levels are as a school. The KS1 were very difficult; we didn't want to put the children under stress, they are only 6-7 years old and wanted them to have a comfortable learning environment. Many schools refuse to enter students for SATS but DV does to make sure they so gain academic attainment in line with government policy. These results were common nationally.

Results 2016/17

EJ

KS2 - 100% of expected levels achieved across the board 50 - 60 % points higher than the national average. Nine students were recorded to have exceeded their target.

NM - At the time of collating results, the nation averages for KS2 SATS weren't released. Now the national average has been released at 73%; which our children have far exceeded.

KS1 - 77% reached expected level in reading and arithmetic. Those that didn't reach their target were only a few marks away from reaching their expected target.

NM - The nation averages for KS1 SATS are yet to be released. It's too soon after the end of the exams. They'll be released at a later date. We are confident that with our percentages we have either attained or exceeded the national average.

We have analysed the attainments levels of the other year groups so see how they are progressing and identifying causes of non attainment from some students.

Reasons for non attainment include

- SEN students
- Homeschooled students
- Students from abroad

NM - Again, those not attaining expected levels were only a few points away though there are a handful of students who are significantly behind due to the identified points. **EJ** - This now allows us to give concise targeted assistance to help those students improve their attainment levels.

Early Years

100% of reception students attained expected levels in all areas and 20% exceeded their targets. The national average was 70%.

NM - Moderated with other teachers from schools in the borough comparing data, our results were very positive.

EJ - These results have been submitted and verified by Merton Council.

Staff Training

To complete some of the points of our action plan this academic year our teachers have undergone training in these areas

Safeguarding	Child protection	Prevent	Internet safety	
Marking & Assessment	Behaviour management	Moderation	SEN	Staff team building
Reaffirming our mission statement SMSC: Social, Moral, Spiritual, cultural. Continuous				

Moving forward

Next academic will bring up more changes and developments. Erum will rejoin as full member of staff of school management. Some staff management roles have been maintained and others have new management roles. *Please refer to presentation document.*

Key points for next year.

Governor's/school joint action. Will be working closely together with Date Valley school management on key actions

Qur'an assessment and report. Will bring reporting and attainment information up to speed to the rest of the curricula subjects. Parents will be updated every term for achievement with reports

SEN provision

Will talk to the board regarding provision. We do take in SEN students. We've had to refuse some students as Date Valley wouldn't be able to cater their needs. Other Islamic schools don't have any SEN provision, but we will review and define what we can provide for the future.

Staff recruitment/Retention

We've had a positive intake with trainee student teachers and volunteers. All have mentioned that they've had a positive enriching experience and we've had result in retaining and integrating some of those teachers as full time staff members. We have a thank you lunch to show them how much we've appreciated their time. Even for those who don't stay with us, they remark at how training here has been significant for their own professional development.

Other areas include developing links with other schools, Religious education provision - This is a discussion nationally about the status of R.E provision in schools. Spelling and handwriting is a key area that been raised. Additional staff training will be provided over the next year as well. We welcome parents suggestions as to what other areas we should address.

Finally we should celebrate our staff. They are the face of the school, great representative and are a few that are exceptional and as a school we should acknowledge and celebrate them

Agenda item: Parent Teachers Friends Committee **Presenter(s):** Azim Khan PTFC - treasurer
Annual report

Document:

PTFC is the Parent Teachers Friends Committee which was revamped February 2016.

Role of the PTFC - To canvas for educational provision that Date Valley is unable to provide. We are all volunteers. Key members include sister Hina Head of the PTFC and myself (Azim Khan) as treasurer; and we have PTFC members as class representatives that reports the issues and needs of their assigned class.

Achievements this year 2016/17

Previously Date Valley didn't have hot school lunches. We did a trial on wednesdays and due to it's success hot lunches are available throughout the week to all year groups. A variety of lunches are available from different cuisines that gives children a variety of food at a reasonable price of £2.70.

We held a Dad's dinner for the first time where 40 dads attended. Fathers got to know each other in the school environment that they wouldn't otherwise have had; including icebreakers, quizzes and a small seminar of story of Luqman. This was followed up by the Sisters lunch that had 80 attendees.

Fundraisers

Food /Bake sale - £500

2nd Hand book sale - £250

Another Dads event in February - Fathers came together to paint parts of the school to mitigate costs of contacting a decorator. Dads that missed on the dinner attended this event. The outcomes were that it was another chance for a father's social and we were able to improve the school corridors. The next project is to do the hall.

March - Fundraiser - £900

May - EYFS and primary school sports day - £1200

We also have sisters book club running. Any sisters who like to participate should get in touch with sister Hina.

This July we held the summer fete. It's the fourth one that's been organised. Alhamdulillah were had good weather and we had 400 attendees. This year for the first time we produced a booklet for the fair for information and advertising opportunities. We were able to raise £750 from booklet advertising alone. Approximate profits from the event after costs is £4000

PTFC expenditure on school resources.

15/16

Playground resurfacing

16/17

Shelter

Play shelter
Tricycles - EYFS
Online teacher's resources

Playground markings
Online education resources
ipad charging units

Academic year 17/18 wishlist

Water fountain

Information Management and Communication Software - SIMS. expensive but would help coordinate all school information into one platform which would make it easier for teachers for organisation and parents that their child's progress during their time at DV will be held in one place.

IT Network provision - need investment in broadband

Small ad hoc projects

Final Words

The costs displayed are incomes, not profits. After costs profits were £4000. A point to make is that over the past years we sometimes have a surplus at the end of the year that we don't spend. So we have a cumulative balance. We had a deferred income of £9K. This year we have a surplus of £9K that will carry over to the next academic year for purchases.

Surplus of £9k - £9006 Closing balance £9K - £8876

We need parents to come forward with any fundraising ideas to generate income and welcome any suggestions for additional resources that Date Valley school may need.

Agenda item: Any other business **Presenter(s):** Razina Karim
& Close of Meeting

Questions and Answers

Q1) To Azim Khan PTFC regarding finances - "Please clarify the expense of £26K?"

AK - At the end of academic year 2015/16 we ring-fenced money from PTFC funds. From the £26K we ringfenced £9K out for expenses which still leaves £18K that was fundraised. In that year we installed CCTV which cost £8K

Q2) Income generation from school fees

- a) 'Its was mentioned that we have reached maximum income generation from fees, is it due to capacity?'
- b) 'Is there an issue with retaining teachers and students?'
- c) 'I've heard parents in my child's year groups taking their kids out to be homeschooled, why do parents feel the need to do that?'

2a) **KS** - The nature of the school building brings physical restriction on our student intake. Date Valley is running at full capacity and operations. Which is why we wanted to introduce extra-curricular provision for additional income generation.

RK - There is requirement from Ofsted how much children we can take on. The school cannot expand beyond our current student capacity.

2b) **KS** - this is important issue we wish to address. There is a natural churn; children do move away from the area. We are a fee paying school which may not be best for everyone. We've had trainee and temp voluntary who don't continue to the long run. So we are trying to find solutions of the next year more permanence of school teachers maintaining student numbers.

2c) **NM** - Homeschooling as a preferable choice for parents has grown significantly across the country. We understand the benefits but there are disadvantages. We've had children taken out from years 4 and upwards because we do not have links to grammar schools. We are not a feeder school, and never have been.

Some parents take their children out for 1 - 1 learning to have more attention and focus; upon on returning they are actually behind as they haven't been learning in line with our teaching and then they have to play catch up which would causing attainment delay.

Teachers have been leaving for personal reasons. One TA is leaving to attain a PGCE so that is for self development. Other teachers had circumstances beyond our remit so there was no other option.

d) 'Is there a problem with school recruitment due to financial pressures? Is the difficulty in recruiting male teachers?

RK - Finances does play a part but recruitment and retention of teachers in a nationwide issue. Sister Neena is an assistant head in a primary school and they've has the same issues

NL - In our state school there is a lot more fluctuation in teacher retention than Date Valley. There over 10 members of staff leaving this year. We are a three form entry school and within that there are only four male teachers. It's difficult to recruit them as they normally take up Secondary school roles. Very hard to recruit teachers at the moment.

NM - We greatly understand the importance of having a male figure around. We had a volunteer P.E teacher - you may have seen him during sports day - and took took the kids very well. We hope to have more male teachers even on volunteer basis and then try to integrate them more full time in the school where possible.

RK - Will be working alongside NM with teacher recruitment. Research has been done and six pathways have been found for trainee teachers that we hope to pool potential staff from.

Q3) Boosting staff morale

a) How would staff morale and confidence be improved and how will it be measured ?

NM - Communication. There needs to be clear and open lines of communication to the board of senior management. Sister Hidayah was link but regardless we are open for individual teachers to come forward and speak to us about their needs and how we can accommodate them. Positive teachers pass that to their students and wish to facilitate that. We have performance reviews happen twice a year, monitoring, moderations. Teachers are welcome to have discussions and provide suggestions and solutions to make the learning environment better and have the resources needed to do their job effectively

b) As a non-trained arabic teacher who has taught in an education institution for the first time with planning and lesson objectives, there's hasn't enough support to be used to this education setup. As DV management have recruited us the responsibility lies with you to assist us and bring us to speed with what is required of us to maintain good standard of teaching.

RK - speak to NM privately so this point can be address more thoroughly

NM - I'd like to commend you for your teaching. The children have been progressing well under you. I've would've like to be informed about this earlier but we will have further discussions.

Q4) Security -" Due to recent incidents nervousness has caused scaremongering amongst parents over a video sent via whatsapp about an incident with a sister in the local area. Is there a system of notification for such incidents?"

NM - There was incident that blew out of proportion where there no basis for it. There was no truth to the incident. Nothing actually happened. We contacted the person on facebook to take their post down. As school we cannot control rumors. We have emergency, evacuation and health and safety plans in place. There was a suggestion for a security guard to be put on site. We will use our discretion to see if is that is needed. We have good links with with police, they were present at that fete throughout the whole day. Trust us to use our judgement to ensure your children's safety; we are also parents and we wouldn't do anything to endanger them.

EJ - An official statement does go out if something has happened which confirms acknowledgement and verification of the incident by the school.

Q5) Communication - "There was an incident of a prolonged nursery teacher's absence some weeks back. Lack of information around this gave rise to rumors and parents who are not in touch directly with the school had concerns over safeguarding. Some prevented their children from attending school. How do we rectify this for future occurrences?"

NM - It took two weeks before correspondence was made to parents which I do apologise for. We had to treat the matter sensitively as the sister's condition was diagnosed as something quite serious. We follow procedure that the student : teacher ratio is maintained but we've had teachers that the children would have been familiarised with as they would have seen them around the school instead of bringing in a supply teacher.

Q6) Mixed aged group classes - "How does it work? Why does it happen? What are the practicalities?"

NM - The Yr1 class would've had 28 students which is against Date Valley policy and ethos. We wanted to have small classes with as small children to staff ratio as possible. The oldest Yr 1 students and youngest Yr 2 students would be placed in a mixed class. For this academic year we've had split classes between years 1&2 and 5&6 to manage class numbers

Practicalities - Lesson planning done separately for children with different lesson objectives. Children are specifically chosen to be in these mixed classes. There are long term benefits, the younger children's exposure to the upper years work gets them familiarised and help them attain.

RK - This is a common practice amongst schools nationwide. Other schools differ in which year groups they combine.

Q7) Assessment - Discrepancies with DV reports with national averages. "The results given to me by the school do not correlate with national standards how would you update your results to do so?"

NM - The landmark years for national assessments are Reception, Year 2 and Year 6. The SATS changed drastically from 2015 - 2016. Bring in the reports and i'll help you through them for analysis.

NL - The new national curriculum expectations are very high. I'm still supplementing my children's education with private tuition. It's very hard for schools to cover all bases. They do need to pick up the pace but that will take a long period of time. They cannot adapt quickly as it's a complete culture shift for examples changing levels to judgements. We're educating ourselves over the changes so imagine how hard it is for the kids to transition. It is a national issue

Parent suggestion - Revenue opportunity for selective grammar school tutoring as an after school provision.

RK - The SATS results are due to a combination of school teaching and and private tutoring. This is a national occurrence. The SATS transition is a 7 year process. The children taught under the old curriculum struggle to transition and attain the targets under the new one. When KS1 students have their SATS assessment at KS2 with will give more accurate and reliable markers of improvement.

NL - We had a dip in attainment from those who've transitioned. When our KS1 children come up and we have been assessed by ofsted hopefully they'll have more favourable results. In comparison to Date Valley our results are not as favourable.

8) Volunteer teaching - "My wife had a negative experience trying to apply to be volunteer teacher at DV. It took weeks to get a response. Once she did she was told that volunteering one afternoon a week is not sufficient"

NM - I'll speak to the co-ordinator who was working at the time to see what happened. **RK** - There was a time of transition with the new Headteacher and senior management during the first term. She may have applied at the time which would've caused the delay in response. **NM** - We had 20 odd people coming forward so that has to be looked at and resolved.

RK - Minutes of this meeting will be available to you in due course.

Special notes:

Meeting ended 4.15pm