

## THE GOVERNING BODY OF BIRKBY INFANT AND NURSERY SCHOOL

Minutes of the meeting of the Governing Body held at 6.30 pm at the school on Monday, 28 March 2022.

### PRESENT

Dr A Williams (Chair), Mrs M Ahmed, Mrs L Devlin, Mrs P Holderness, Mr K Massett (virtual) Mrs C Moscardini, Mrs P Smith, Mr F Usman (until 6.57 pm), Mrs. Ali Deering, Mrs D Wilson (Head Teacher).

### In Attendance

Mrs J Ashcroft (Minute Clerk)

No.	Item	Action
55.	<p><u>ANY OTHER BUSINESS</u></p> <p>The Chair welcomed Mr K Massett to the governing body. All present introduced themselves.</p> <p>Governors agreed to discuss the any other business item at this part of the meeting.</p> <p><u>Mental Health Support Work as part of MHST Plan</u></p> <p>Mr F Usman explained that he was liaising with local mosques as part of the MHST plan. He stated that he had been in contact with ten teachers at the Lockwood Mosque and approximately ten to twelve teachers in the Birkby area who teach children in the evening. The aim was to provide training to the teachers around mental health and to give the children a voice so that families can be supported where required.</p> <p>Governors commented that this was a really positive initiative.</p> <p>Governors asked the following questions:</p> <p><b>Q: Have you seen in the mosques a rise in the number of families needing support?</b></p> <p>A: Yes, as communities become more open to speaking about it. We find that communities only want to speak to someone in their own language. We have Kurdish and Arabic speaking support workers as well as those who speak Punjabi. We find that first and second-generation family members still struggle to talk about these issues.</p>	
56.	<p><u>APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST</u></p> <p>Apologies for absence were received from Mrs S Hadji-Lary (consent) and Dr M Whalley (consent). Mr F Usman was present at</p>	

	<p>the meeting but gave apologies stating that he would need to leave the meeting early.</p> <p>There were no declarations of interest.</p>	
57.	<p><b><u>NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS</u></b></p> <p>The following items was of Any Other Business was discussed at item 55:</p> <ul style="list-style-type: none"> <li>• Mental Health support work as part of MHST plan.</li> </ul>	
58.	<p><b><u>MINUTES OF THE MEETING HELD ON 7 FEBRUARY 2022 NOVEMBER 2021</u></b></p> <p><b>RESOLVED:</b> That the minutes of the meeting held on 7 February 2022 be agreed and signed by the Chair as a correct record.</p>	
59.	<p><b><u>MATTERS ARISING</u></b></p> <p>a) <u>Committee Paper (minute 45b refers)</u></p> <p>The Head Teacher confirmed that all Standards and Effectiveness and Resource committee papers are now made available on the governor portal so all governors can now access them.</p> <p>b) <u>Governing Body Self-Evaluation (minute 51 refers)</u></p> <p>The Chair and Head Teacher stated they had a plan for the self-evaluation. They stated a questionnaire would be sent to all governors after Easter asking about their work as governors, the information provided and the time allowed for discussion etc. The Chair asked governors to answer the questions honestly. He explained he would collate the responses into a report. Governors would then have a discussion regarding the report to inform the work for the next year.</p> <p>c) <u>Instrument of Governance for the Governing Body (minute 52c refers)</u></p> <p>The Clerk stated she would contact the Governor Clerking Service to ask if the Instrument of Governance is sent annually to schools.</p>	The Clerk
60.	<p><b><u>REPORTS FROM COMMITTEES</u></b></p> <p>a) <u>Standards and Effectiveness Committee</u></p> <p>Mrs P Holderness report that the Standards and Effectiveness Committee had taken place earlier this evening. The key points included:</p>	

- The committee was looking at the broader curriculum.
- Lesson observations had taken place and Leaders of Learning and Teaching in Creative Arts and Science had attended the committee to talk about the impact of their intent and the implementation of their curriculum areas and the areas for development they had identified.
- PE observations had taken place and the committee received a report
- The Head Teacher had developed a Middle Leaders' guide
- The Head Teacher talked about the effect of the staff reduction on guided reading
- The KLP report was on the agenda but this was not covered and will be discussed during the meeting of the full governing body
- Governors had noted it was refreshing to talk about the broader curriculum and noted that the feedback was really honest.

61. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

The Head Teacher highlighted the following items from her report which had been circulated prior to the meeting:

SIP Priorities and Appraisal

- The mid-term review appraisal cycle is near to completion

Phonics

- SLT had looked at a couple of schemes for teaching Phonics today. They are looking at a whole range of systems before coming to a decision. They liked Floppy Phonics; this would cost £9,000 for one class of 24 if all available resources were included.

Guided Reading

- The Head Teacher has monitored Guided Reading across the school. All book corners have been cleared of outdated books. The aim is to have quality text throughout the school. Mr M Whitfield will be looking at books and book corners in classrooms with children.

Maths

- The school is unpicking Maths Mastery and deciding what to implement to benefit the learning, understanding and progress for the children.
- Patricia Jones is due to visit school to monitor the Maths learning walls which they want to be consistent across year groups, interactive and engaging with the right vocabulary.

Behaviour and Attitudes

- PANTS – KS1 and EYFS
- Single Equalities KS1 and EYFS
- Rainbow Rules KS1

- Strider walk to school – the Head Teacher reported the school had won an award for the number of children who walk to school and ‘Strider’ came into school
- Red Nose Day – the school raised £250.00.

#### Personal Development

- Some Year 2 children had taken part in a dance competition and festival at the LBT.
- A collection took place for Ukraine.

#### Leadership and Management

- A KLP visit took place with the Head Teacher and the Leaders of Learning and Teaching for Science.
- The Head Teacher is currently supporting Flatts nursery 2.5 days per week
- The school has been awarded accreditation for a Centre of Excellence for Active Learning.
- Moderation for EYFS and KS1 will take place with neighbouring schools.
- Middle Leaders have undertaken monitoring of implementation in their curriculum areas.

#### Support Staff

- Two ETAs are leaving at Easter and the posts have been advertised.

#### Visits

- Visits have taken place from Hillside school to observe Phonics and St Thomas school to observe EYFS provision.

#### Premises

- The nursery boiler is up and running; a new door is needed for the boiler room
- There will be no rewiring this year but there will be decorating and plumbing works.

#### Health and Safety

- The Head Teacher and Deputy Head have taken a refresher course in Managing Safety in schools.

Governors thanked the Head Teacher for her report.

Governors discussed the Schools White Paper that had been published earlier that day and the proposals regarding an annual survey of parents, pupils and staff and the drive for 90% of primary school children to achieve the expected standard in reading, writing and Maths in KS2 by 2030. Governors stated it would be important to engage in any consultations and give the views of all including parents and children.

Governors discussed the KLP report that had been circulated to all governors. Governors noted an inconsistency on page two regarding two sentences describing good and outstanding teaching. The Head Teacher explained the background to this.

Head Teacher

	<p><b>ACTION:</b> The Head Teacher stated that she would ensure the next report was clearer and consistent especially in relation to judgements about the effectiveness of the school in this instance the amount of good and outstanding teaching.</p> <p>The Chair stated there were references in the report to the SEF being outstanding and there was a need for this document to be brought to governors. The Head Teacher reported that she had updated the SEF however it was not yet complete as there was no test results data. She stated this would be completed in the Autumn term.</p> <p><b>ACTION:</b> The Head Teacher to bring the SEF to governors in the Autumn term.</p> <p>Governors commented on the good account of the Science Middle Leader in the report. The Head Teacher stated that the KLP had examined the work of the Leader of Learning &amp; Teaching for Science and this had been very helpful.</p> <p>The Head Teacher stated that there would be a further KLP report and there was further work to do which included observing Phonics and Book Corners. The Chair stated that the final report should help governors to support or question the school's evaluation.</p>	Head Teacher
62.	<p><u>FINANCIAL MANAGEMENT AND MONITORING</u></p>	
	<p>The Head Teacher discussed the budget position and referred to her report that had been circulated previously to governors. The key points were:</p> <ul style="list-style-type: none"> <li>• The cost for gas and electricity was £10,000 last year</li> <li>• This year £45,000 was put in the budget initially and this has now been increased to £75,000 due to the 118% increase in fuel costs</li> <li>• There is the Schools Supplementary grant – Health and Social Care of £49,000</li> <li>• The support staff pay rise is back dated to April 2021</li> <li>• The carry forward will be approximately £150,000</li> <li>• The Resources Committee will be looking at the draft budget on 16 May 2022. Following this it will be presented to Full Governors on the same day</li> <li>• The school will be able to fund the purchase of new books at a cost of approximately £50,000.</li> </ul> <p>Governors asked the following question:</p> <p><b>Q: Is the Schools Supplementary Grant for the National Insurance increase?</b></p> <p>A: We do not know yet. This will not apply to ETA's.</p> <p>The Chair commented that there was a generous carry forward and this would be helpful.</p>	
63.	<p><u>ATTENDANCE AND SAFEGUARDING</u></p>	

A welfare report had been circulated to Governors ahead of the meeting.

The Head Teacher reported the following: -

a) Pupil Premium (PP)

The number of PP children was as follows: -

EY - 31

Reception - Free School Meals (FSM) – 33

Year One – FSM 35

Year Two – FSM 46

b) Safeguarding

Safeguarding data was as follows: -

- Child Protection – 1
- Child in Need – 5
- Looked After – 2
- Asylum Seekers – 8
- Play Therapy – 11
- Causes for Concern (CPOMS incidents now including sub categories) – 371

c) Welfare

Families currently being monitored/supported (excluding CP/CIN) – 35

Families referred to Early Help (EHA) - 6

Parents referred to Mental Health Support (MHST) – 4

Parents on list for STEPS to start 1 Feb 2022 in school – 9

Families supported by Household Support Fund - 20

School had applied to the Household Support Fund and had received £2,000 which school has now spent. They hope to bid for further funding.

d) Pupil Movement

The Head Teacher reported the following:

- 15 children had joined and 11 had left Reception
- 22 children had joined and 12 had left Year One
- 16 children had joined and 5 had left Year Two

The Head Teacher reported that term time absence had increased as Covid travel restrictions had been lifted.

	<p>e) <u>Attendance Monitoring</u></p> <p>Daily average first day calling – 12 (including nursery) Positive Covid tests 3 March 2022 until 24 March 2022 – 2. The Head Teacher reported that the number had increased since then.</p> <p>The number of children whose attendance was being monitored (excluding safeguarding children) was as follows:</p> <ul style="list-style-type: none"> <li>• Reception – 33</li> <li>• Year 1 – 34</li> <li>• Year 2 – 25.</li> </ul> <p>The Head Teacher reported that school attendance was 93.48% or 94.97% excluding term time absence.</p>	
64.	<p><u>SCHOOL WEBSITE</u></p> <p>Governors asked the following question:</p> <p><b>Q: The Pupil Premium spend summary is dated June 2021. Is there any update on this?</b> A: This will be updated in the Summer.</p>	
65.	<p><u>POLICIES FOR REVIEW BY FULL GOVERNING BODY</u></p> <p>There were no policies for review.</p>	
66.	<p><u>GOVERNING BODY SELF EVALUATION, GOVERNOR VISITS AND DEVELOPMENT</u></p> <p><u>Governor Visits</u></p> <p>There were no governor visit reports to discuss.</p> <p>The Head Teacher reported that she had discussed governor visits with the Chair. They are planning governor visits during the summer term. The Chair stated he would carry out a safeguarding visit.</p> <p><b>ACTION:</b> Governors to arrange a convenient date with the Head Teacher to carry out a visit for their area of responsibility.</p> <p>The Head Teacher invited governors to attend the Make it, Grow it, Eat it project which was taking place 9 – 13 May 2022 asking any governor who was interested to arrange this with the office.</p> <p><u>Governor Development</u></p> <p>The Chair updated that he was attending Safeguarding refresher training in May.</p> <p>Governors discussed their allocated responsibilities noting that there were now three new governors. The Head Teacher asked</p>	Governors

	<p>governors to consider if they were interested in covering a curriculum area.</p> <p><b>ACTION:</b> The School Business Manager to email governors the current list of responsibilities and governors to respond with any curriculum areas they would like to cover.</p>	School Business Manager/Governors
53.	<b><u>DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS</u></b>	
	<p><b>RESOLVED:</b> That the next meetings of the Governing Body be held at 6.30pm on</p> <p>Monday 16 May 2022 Monday 11 July 2022</p> <p><b>RESOLVED:</b> That future meetings of the Committees be held on the following dates (5.30pm Resources. 1:30pm Standards and Effectiveness), in School or remotely depending on the pandemic:</p> <p>Monday 16 May 2022 – Resources Monday 27 June 2022 – Resources Monday 11 July 2022 - Standards and Effectiveness</p>	
54.	<b><u>AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY</u></b>	
	<p><b>RESOLVED:</b> That no part of these minutes, agenda and related papers be excluded from the copy made available at the school in accordance with the Freedom of Information act.</p>	
	<b>Meeting Close Time: 8.00 pm.</b>	