

**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, 11 July 2022.

**PRESENT**

Dr A Williams (Chair), Mrs A Deering, Mrs L Devlin, Mrs P Holderness, Mr K Massett, Mrs C Moscardini, Mrs P Smith, Mr F Usman, Dr M Whalley, Mrs D Wilson (Head Teacher)

**In attendance**

Mrs D Todd (Deputy Head/Inclusion Manager)

Mrs N West (Minute Clerk)

**87. FAREWELL TO MARY WHALLEY**

Governors thanked Dr Whalley for her 8 years as a Governor and all the support provided over the years, particularly in Early Years. Dr Whalley said that it had been a huge privilege.

**88. SEN/D UPDATE**

**RESOLVED:** That the agenda be taken out of order at this point.

Mrs Todd delivered a SEN/D presentation to Governors which provided an overview of work this year and plans for next year. The presentation included the following information:-

- Numbers on roll are decreasing with current numbers at 499, however the number of SEN pupils is increasing and is currently 22.4% of pupils.
- The number of SEN pupils is above the national average and there are increasing numbers of pupils with My Support Plans.
- SEN pupils in school cover all areas of need; Communication and interaction needs, Cognition and learning difficulties, Social, emotional and mental health difficulties and Sensory and/or physical needs.
- The main area of need is Communication and interaction needs with lots of pupils having or awaiting an autism diagnosis.
- There are a number of pupils who also have significant medical needs and the funding pathway for medical needs is not clear.
- It is very difficult to meet high level medical needs without funding.

The following successes were noted:-

- External agencies are now undertaking face to face meetings again following Covid.
- Interventions are part of Quality First Teaching.
- Play Therapy and Speech Therapy.
- 2 x university SEND placements.
- Funding requests approved and further funding requests pending.
- Meetings with other SENCo's to share good practice.
- SENDIF funding for 3 Nursery children.
- Disability Access Funding.
- Medical funding for 2 pupils with 1 pending.

**Q: Will the medical funding be backdated?**

A: The last one was but we don't know.

The following upcoming challenges were discussed:-

- The new Reception intake has 8 pupils with significant communication and interaction needs. Some pupils have been referred for EHCP's but these will not all be in place by September.
- There could be 16 EHCP's in place in school next year.
- Pupils under 5 with an EHCP have 6 monthly reviews.
- Other EHCP's are reviewed annually.
- There will be 13 My Support Plans in place next year. These require a similar amount of paperwork as EHCP's and are for pupils with a number of professionals involved. There is no additional funding for pupils with a My Support Plan.
- School is developing a bespoke package of support for SEN pupils which will be delivered by a teacher with special school experience and a team of ETA's.
- Recruitment and retention is an issue in the Educational Psychology Service.

**Q: Will there be additional training for the ETA's?**

A: Recruitment has been particularly difficult for ETA's. We have adapted interview questions to ensure that candidates are prepared to undertake medical procedures with the appropriate training such as administering feeding tubes. This is a huge responsibility.

Mrs Todd reported that the Equality Policy and Accessibility Plans are produced on a 3-year cycle but revisited each year based on Equality questionnaire results. These have been discussed in detail at Resources Committee.

**RESOLVED:** That Governors approved the following policies/plans:-

- Single Equalities Policy
- Accessibility Plans
- Equality Action Plan

**Q: Does the current SEN system match children with their needs?**

A: The My Support Plan process can be frustrating as there is a lot of paperwork involved and this is not a statutory document. It is difficult to access support with the My Support Plan in place.

The Chair thanked Mrs Todd for her presentation.

*Mrs Todd, Mr Usman and Dr Whalley left the meeting at this point.*

89. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs Hadji-Lary with consent.

There were no declarations of interest.

90. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

**RESOLVED:** That the following matter be raised for discussion under Any Other Business:-

Representation

91. REPRESENTATION

That governors noted the following matters of representation:

Resignation

| <u>Name</u>     | <u>Category</u>       | <u>With Effect from</u> |
|-----------------|-----------------------|-------------------------|
| Dr Mary Whalley | Co-opted (Vice Chair) | 22/07/2022              |

Re-appointment

| <u>Name</u>       | <u>Category</u> | <u>Term of office</u>   |
|-------------------|-----------------|-------------------------|
| Sharon Hadji-Lary | LA              | 07/07/2022 – 06/07/2026 |

92. MINUTES OF THE MEETING HELD ON 16 MAY 2022

**RESOLVED:** That minutes of the meeting held on 16 May 2022 be approved and agreed by the Governing Body.

93. MATTERS ARISING

There were no matters arising.

94. REPORTS FROM COMMITTEES

Mrs Holderness reported the following from the Standards and Effectiveness Committee meeting which had taken place prior to the Full Governors meeting:-

- The update on computing had been carried forward due to staff absence.
- Mrs Moscardini had provided an update on EYFS outcomes.
- The Head had provided an update on Year 1 and Year 2 data – further detailed analysis will follow later in the year but overall results were broadly in line with the national average. Data is in the Governor area for Governors to access.

Mrs Smith provided the following feedback from the Resources Committee meeting:-

- Governors looked at Sports Premium and Pupil Premium funding and outcomes, this included a presentation on PE and Sports funding. There is a lot of active learning and the impact was evident.
- Pupil Premium funding was spent on additional support staff and speech and play therapy. The Committee looked at the Pupil Premium report in detail and recommended some amendments.

**RESOLVED:** That Governors agreed the PE and Sports Premium Funding 2021/22 Report.

**RESOLVED:** That Governors agreed the Pupil Premium Funding 2021/22 Report.

- Governors had been updated on the budget which is in a healthy position. One area to note is that Kirklees have advised that the energy budget is increased by four times the amount for last year. This was not included in the initial budget and the contingency budget will be impacted as a result.

95. HEAD TEACHER'S REPORT AND GOVERNOR QUESTIONS

The Head wished to thank Governors for their support this year and thank staff for their hard work during a difficult year. Governors reiterated their thanks to staff.

96. PUBLISHED ADMISSION NUMBERS

There was a discussion about the current PAN which is 150. This is based on 5 classes of 30 pupils. The proposal is to review the PAN based on falling numbers and the new school in the local area. The reduction would be to a PAN of 120 but school would be able to accommodate a bulge year if there was demand.

The intake for Reception next year is expected to be 116 so Governors agreed that 120 seem more realistic in terms of planning and finances.

**RESOLVED:** That Governors agree a decision in principle to reduce the PAN to 120 pending consultation with the local authority. The Head and Chair will contact the local authority.

97. SCHOOL EVALUATION FORM AND SCHOOL IMPROVEMENT PLAN

The School Evaluation Form has been reviewed from last year and will feed into the School Improvement Plan. Further smaller action plans will be developed from the School Improvement Plan. The key areas of focus will be:-

- To embed the new phonics programme with staff training and introduction of a new set of books.
- To develop speaking and listening with more consistency across all year groups.
- Maths.

Governors commented that some of the impact statements are not as positive as they could be. The Head reported that this was due to lack of data to be able to support the statements. This can be expanded once more data is available.

**Q: Is this a working document?**

A: Yes, we will revisit in October and throughout the academic year.

The Chair asked that Governors send any further feedback or questions to the Head and the document will be discussed in further detail at the AGM in October.

98. ATTENDANCE AND SAFEGUARDING

An Attendance and Safeguarding report had been circulated to Governors ahead of the meeting.

99. REVIEW AND PUBLISH OUTCOMES PE AND SPORTS PREMIUM FUNDING 2021/22

See Minute 94.

100. REVIEW AND PUBLISH OUTCOMES PUPIL PREMIUM FUNDING 2021/22

See Minute 94.

101. ANNUAL EVALUATION OF A GOVERNING BOARDS EFFECTIVENESS

The Chair reminded Governors to complete their Governing Body evaluation form which had been circulated at the last meeting. This can be returned by email or hard copy to the office before the end of term in order that the Chair can produce a report for discussion at the AGM.

102. GOVERNING BODY SELF EVALUATION, GOVERNOR VISITS AND DEVELOPMENT

Mr Massett conducted an EYFS visit this week and also had a visit and tour of school last half-term. Mr Massett commented that it was pleasing to see staff and pupils in all classrooms fully engaged in their work.

The Chair reported that he had completed Safeguarding refresher training.

It was agreed that Mr Massett will visit school this week to check the SCR.

The Chair will complete a Health and Safety visit in September.

There will be staff Safeguarding training on 31 October at 9 am which Governors are welcome to attend. Prevent training will take place on the same day at 1 pm. Governors are also welcome to attend this.

103. ANY OTHER BUSINESS

Representation

The Head teacher reported that Lisa Jagger had expressed an interest in joining the Governing Body. Governors agreed that she has a lot of relevant experience and welcomed the idea.

The Head teacher updated Governors on fundraising which had taken place for Kirkwood Hospice. £800 was raised and a letter of thanks has been received.

104. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

A list of proposed meeting dates for 2022/23 had been circulated ahead of the meeting.

**RESOLVED:** That Governors agree the proposed meeting dates.

The Chair asked that Governors ask for support if they need it and acknowledged that it is a challenging role to undertake as a volunteer.

105. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

**RESOLVED:** 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.

**Meeting close time: 8:25 pm.**

