

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 15 May 2023.

PRESENT

Dr A Williams (Chair), Mrs M Ahmed, Mrs L Devlin, Mrs S Hadji-Lary, Mrs P Holderness, Mr K Massett, Mrs H Nichols, Mrs P Smith, Mrs D Wilson (Head Teacher)

In Attendance

Mrs N West (Minute Clerk)

No.	Item	Action
78.	<p><u>APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST</u></p> <p>Apologies for absence were received from Mrs A Deering (consent) and Miss L Jagger (consent).</p> <p>There were no declarations of interest.</p>	
79.	<p><u>NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS</u></p> <p>There were no items to be discussed under Any Other Business.</p>	
80.	<p><u>MINUTES OF THE MEETING HELD ON 27 MARCH 2023</u></p>	
	<p>RESOLVED: That minutes of the meeting held on 27 March 2023 be approved and agreed by the Governing Body.</p>	
81.	<p><u>MATTERS ARISING</u></p> <p>There were no matters arising.</p>	
82.	<p><u>FINANCIAL MANAGEMENT AND MONITORING</u></p> <p>Mrs Smith updated Governors on the Resources Committee meeting which had taken place earlier today. Governors had reviewed the year end budget and confirmed carry forward as well as budget information for 2023/24. Mrs Smith reported that the carry forward was higher than expected due to additional funding income. However, the carry forward will be needed in order to balance the budget for 2023/24 which was tight and had some unknown elements such as staff pay awards.</p> <p><i>Mrs Ahmed joined the meeting at this point.</i></p> <p>The budget was confirmed as £2,520,128 plus carry forward of £196,646 giving a total budget of £2,716,774. Mrs Smith confirmed that the Resources Committee had recommended approval of the 2023/24 budget.</p>	

	<p>RESOLVED: That Governors approve the budget for 2023/24.</p> <p>Mrs Smith also updated Governors on a successful funding bid for afterschool clubs which can be attended by children and their parents. These commenced at Easter and were going really well. Mrs Devlin attended the wellbeing and fitness club which took place today and reported that the club was well attended and everyone had enjoyed it.</p>	
83.	<p><u>HEAD TEACHER'S REPORT/DATA REPORT AND GOVERNOR QUESTIONS</u></p> <p>The Head Teacher's report had been shared ahead of the meeting.</p> <p>Numbers on roll - The Head highlighted the numbers of joiners during the academic year which total 82. This had impacted on pupil progress data and will be discussed later in the meeting.</p> <p>Vision and reading test - Professor Sarah Waugh had been in school for three weeks undertaking a Vision and reading test as part of a University of Huddersfield research programme. The tests will be repeated next year.</p> <p>Q: That was a long time to wait, had any feedback been provided for parents?</p> <p>A: Yes, some parents have been sent letters if vision problems were identified during the tests.</p> <p>School Improvement Plan – the Head provided the following updates on the School Improvement Plan: -</p> <p>Maths – parent workshops have been planned for National Maths Day and school continues to work with the Junior school to ensure continuity.</p> <p>PE – the report includes positive feedback from the new parent and child after school clubs.</p> <p>KL class - The Head reported that pupils in the KL class integrate with other children from their year group when it was appropriate to do so. Children mix with other children at play times and have friends in other classes. Ms Grant, Kirklees Learning Partner visited KL class and felt that the provision had gone from strength to strength since September. KL class had recently visited Stompers play gym and on returning to school pupils looked at pictures of the day and were able to talk about what they were doing and how they felt. Children were able to undertake independent activities which they would not be able to do in a mainstream classroom.</p> <p>Governors felt assured that the provision for the KL class was inclusive and that parents and children were happy. It was noted that one parent had requested that their child moves into KL class next year after Nursery. It was agreed that a Governor visit to KL class would be useful and there were also plans for a parent survey at the end of the academic year.</p> <p>Ms Grant was to provide a written report on the recent visit and noted the following: -</p>	

	<p>a) Numbers in provision – it had been noted in a previous visit that the class seemed really busy. On the recent visit Ms Grant was satisfied that there was plenty of space for children across the two classrooms and outdoor space.</p> <p>b) Curriculum – Ms Grant had stated that school must ensure an ambitious and challenging curriculum was in place. Although there was a bespoke curriculum for each child based on the EHCP, the Head agrees that this needs to be formalised in writing.</p> <p>c) Space for downtime – Ms Grant was reassured that there were accessible spaces for downtime when pupils need it.</p> <p>Q: Who had carried out visits to KL class?</p> <p>A: Ms Sarah Grant, Kirklees Learning Partner and Mrs Sarah Mann, Specialist Teacher, CCI.</p> <p>d) Liaison with Portex/EYFS – it was confirmed that this had taken place.</p> <p>e) Physical impairment outreach team – it was noted that there had been some contradictory advice from this team. This had been reported.</p> <p>f) Makaton – Ms Grant was impressed by the use of Makaton and communication and interaction. There were also plans for Makaton to be shared with parents.</p> <p>g) Improved communication with parents – KL class parents will be given access to Tapestry to improve communication and 'What we were learning this week' will be shared with parents.</p> <p>h) Staff training – there had been a lot of staff training to cover this year which had been difficult and consideration was being given as to whether ETA's should specialise in specific areas, although this can cause issues when staff members leave and there was a gap in knowledge.</p> <p>Behaviour and attitudes – the Single Equalities questionnaire had been issued to parents and there was a 100% positive result.</p> <p>Leadership and management – the Head reported that Leaders of Learning have attended network sessions with counterparts in the ABC Hub. Staff involved found the sessions extremely enjoyable and useful.</p>	
84.	<p><u>ATTENDANCE AND SAFEGUARDING</u></p> <p>The Welfare and Attendance report had been circulated to Governors ahead of the meeting.</p> <p>The Head referred to the Safeguarding breakdown and noted that since the report was written there had been the addition of one Looked After Child.</p> <p>Q: What was the Religious Observance referred to in the attendance breakdown?</p> <p>A: This was for Eid.</p> <p>Q: There had been a drop in current Child Protection and Child in Need cases compared to former cases – was there a reason for this?</p> <p>A: This was because Social Services close the cases. There was an exceptionally high demand and only when children were at risk of significant harm do the cases remain open. We continue to monitor</p>	

	and support in these cases and if necessary we will make a further, new referral.	
85.	<p><u>REVIEW INTERIM PUPIL PROGRESS DATA</u></p> <p>The Head shared Pupil Progress data for each year group.</p> <p>The Head explained that the points system used was created in school and was a 7-point scale.</p> <p>The data shows that pupils who attend the Nursery do better in school than children who join from other settings.</p> <p>Q: There do not appear to be any targets for pupils who joined late?</p> <p>A: These were added onto the next data set.</p> <p>The Head reported that in Year 2 there was a focus on the transition to junior school as well as SAT's. In this year group Writing was an area which suffered during Covid and this can be seen in the data.</p> <p>The Head reported that there will be local authority moderation of Year 2 assessment on 20 June 2023.</p> <p>Moderation had already taken place within the pyramid as well as with the Lindley pyramid.</p> <p>The Head stated that the progress demonstrated in work books was massive and shows how pupils have progressed throughout the year.</p> <p>Unvalidated year end data will be available for discussion at the Full Governors meeting on 3 July 2023.</p> <p>Governors feel that in future years it will be useful to review February pupil progress data at the Standards and Effectiveness Committee meeting in March.</p> <p>Q: Can you tell us more about the 7-point scale which was created in school?</p> <p>A: This system was used for our own tracking purposes and was in line with the assessment booklets. It was a system which works well for us.</p> <p>Q: The data shows that some classes seem to be doing particularly well?</p> <p>A: Yes, although we aim to make mixed ability classes, there were occasions when some classes were stronger than others and this was also impacted by the high numbers of leavers and joiners.</p> <p>Q: How responsive can you be to this data?</p> <p>A: We discuss each individual child; we look at provision maps and discuss any additional support which was required. There was flexibility within the ETA team to add in extra support where it was needed and there was also additional reading support.</p>	

	<p>Q: Is there a provision map for every child? A: Yes.</p> <p>The Chair commented that the tracking system provides a very detailed and accurate picture for Governors to be able to review and challenge as appropriate.</p>	
86.	<p><u>SEF</u></p> <p>The updated SEF had been circulated to Governors.</p> <p>The Head reported that plans were being considered for next year and there will continue to be a focus on Maths and KL class and Writing will be our new main focus.</p> <p>Q: There was no judgement for Quality of Learning? A: These were all provisional judgements and should all be Outstanding except Quality of Learning which was Good. It was noted however that preliminary judgements on impact and implementation would be outstanding whilst impact would be judged good until the end of year assessment data was available.</p> <p>Q: Is there a reference to Governors under leadership and management? A: Yes, this was on Page 11.</p>	
87.	<p><u>SCHOOL WEBSITE</u></p> <p>The School Website report completed by Dr Williams had been circulated to Governors ahead of the meeting. Dr Williams reported that the statutory requirements had been checked and notes were provided on the report.</p> <p>Dr Williams feels that it was a good website and it was easy to use. There were no areas of concern.</p>	
88.	<p><u>POLICIES FOR REVIEW BY GOVERNING BODY</u></p> <p>The Medical Needs Policy and Single Equalities Policy had been shared ahead of the meeting.</p> <p>RESOLVED: That Governors approved the Medical Needs Policy and Single Equalities Policy.</p>	
89.	<p><u>GOVERNING BODY SELF-EVALUATION, GOVERNOR VISITS AND DEVELOPMENT</u></p> <p>A Governor visit report had been circulated for Dr Williams's history visit. Dr Williams reported that he attended 2 lessons and felt they were creative and 'magical'. The children had been very engaged and there was a good pace to the lessons. There were lots of useful resources and creative use of these resources.</p> <p>It was noted that an updated link for Governor training had been included in the agenda for today's meeting.</p>	

	Mrs Devlin had attended the wellbeing and fitness afterschool club today as reported earlier in the meeting.	
90.	<p><u>WELLBEING AND MENTAL HEALTH</u></p> <p>It was agreed that the Staff Wellbeing Policy will be discussed at the next Full Governors meeting.</p> <p>The Head reported that staff know who to go to if they have a problem. There was information in the staff room about services available such as self-referral to Employee Healthcare.</p> <p>There were checking-in systems in place for staff who were absent and there was also HR support available.</p> <p>It was agreed that the Head appraisal panel should be the first point of contact for the Head if support was required but the Head stated that she would feel comfortable approaching any member of the Governing body.</p> <p>The Head reported that wellbeing was discussed as part of the appraisal process with staff members.</p> <p><i>Mrs Hadji-Lary left the meeting at this point.</i></p>	Governor Clerking Service
91.	<p><u>STAFFING ARRANGEMENTS FOR 2023/24</u></p> <p>This was discussed at the Resources Committee meeting earlier today.</p>	
92.	<p><u>REGISTER OF BUSINESS INTERESTS</u></p> <p>It was agreed that paper copies of the Register of Business Interests will be completed at the start of the academic year and returned to the Governor Clerking Service.</p>	All
93.	<u>ANY OTHER BUSINESS</u>	
	There were no items of Any Other Business.	
94.	<u>DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS</u>	
	<p>That the future meeting of the Governing Body be held at the school at 6.30 pm on:</p> <p>Monday 3 July 2023.</p>	
95.	<u>AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY</u>	
	RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available to the school, in accordance with the Freedom of Information Act.	
	Meeting Close Time: 8.20 pm	