

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 3 July 2023.

PRESENT

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

In Attendance

Mrs N West (Minute Clerk)

No.	Item	Action
96.	<p><u>APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST</u></p> <p>Apologies for absence were received from Mrs L Devlin (consent) and Mrs H Nichols (consent).</p> <p>There were no declarations of interest.</p>	
97.	<p><u>NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS</u></p> <p>RESOLVED: That the following item be raised for discussion under Any Other Business: -</p> <p>- Governor Equalities Data.</p>	
98.	<p><u>MINUTES OF THE MEETING HELD ON 15 MAY 2023</u></p> <p>RESOLVED: That minutes of the meeting held on 15 May 2023 be approved and agreed by the Governing Body.</p>	
99.	<p><u>MATTERS ARISING</u></p> <p><u>Pupil progress end of year data (Minute 70 refers)</u></p> <p>It was noted that end of year data was discussed at the Standards and Effectiveness Committee meeting earlier today and will be covered under Minute 100.</p>	
100.	<p><u>REPORTS FROM COMMITTEES</u></p> <p><u>Resources Committee</u></p> <p>Mrs Smith provided an update from the Resources Committee meeting which took place on 26 June 2023. Governors had reviewed the 3-year budget forecast in detail as well as the year-to-date budget information. The 3-year budget forecast was circulated to all Governors not in</p>	

attendance at the Resources Committee meeting. The budget forecast includes estimated costs for utilities as well as pay rises which are assumed to be the same as this year. Mrs Smith explained that the Committee recommended approval of the 3-year budget forecast.

RESOLVED: That Governors approve the 3-year budget forecast.

Mrs Smith reported that there were no areas of concern in the year-to-date budget information.

A 3-year rolling programme of ICT replacements was shared with Governors as well as plans for work on the school building which will be undertaken by the local authority, this includes window and radiator replacements.

The Well-being Policy was reviewed and discussed and will be brought forward for approval today.

The Health and Safety walkaround which was completed by Dr Williams was also discussed. The visit was positive. It was also reported that PAT testing is complete.

Standards and Effectiveness Committee

Mrs Holderness reported on the Standard and Effectiveness Committee meeting which took place earlier today. Governors had reviewed end of year unvalidated data.

In Early Years, the number of pupils achieving GLD has increased from 58% last year to 62% this year and the gap compared to the national average has also decreased.

In Year 1, 105 pupils achieved the pass mark in the phonics screening which out of 144 pupils represents 72.9%. Discounting the disappled pupils means 105 out of 123 pupils achieved the pass mark which is 85%.

Mrs Holderness explained that Governors had asked for further information about how attendance at the school nursery impacts on achievement as well as length of time spent in school.

In Year 2, the unvalidated data is almost in line with national data for 2022 in Reading and Writing, the biggest gap when compared to national data is in Maths. Governors had discussed the reasons for this and the Head had reported that there will be a focus on Maths next year.

Governors had also discussed how the success of the KL class can be measured and evidenced including use of EHCP targets. There was a further discussion and it was agreed that Governor visits to the KL class would be useful and this would help to show progress over the course of the academic year. Other suggestions were the use of Boxall profiles or a theory of change report to demonstrate the reasons and impact of the change.

101.	<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>The Head reported that recent school trips have been successful. These include a Year 2 visit to Filey, KL class visit to Stompers play gym, Reception have undertaken neighbourhood walks and Year 1 will be visiting Yorkshire Sculpture Park this week.</p> <p>There have been a lot of visitors including visits from Yorkshire Sports Award who saw the KL class on the gym trail. There have also been Eid activities in school.</p> <p>The Head reported that all staff appraisals have taken place.</p> <p>The Head reported on key priorities for next year which include Maths, the EAL programme and there will also be a focus on pupils with SSP's who miss the early morning sessions. There will be discussions with parents about the importance of these sessions.</p> <p>Q: What are the arrangements for transition? A: Pupils visit the Junior school for one day. Pupils attending different junior schools have a half-day visit. Junior school staff also come to talk to staff on a one-to-one basis. Children with SEN/D or Additional needs have extra visits supported by Birkby Infant & Nursery School ETAs.</p>	
102.	<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 reported that there continues to be a focus on attendance with attendance monitoring where necessary.</p> <p>Q: The attendance breakdown by ethnicity shows 2 groups with attendance below 90%, are there particular reasons for this? A: The figures are impacted by a small number of pupils who have significant levels of absence. These include families who go away and then come back.</p> <p>Q: Have you noticed any issues with lower attendance on Fridays as reported in the national press? A: This is something that can be checked but it does not seem to be an issue.</p> <p>It was noted that attendance without TTO and RO is 95.25% which is close to the national attendance target of 96%.</p> <p>The Chair informed Governors that the new Keeping Children Safe in Education guidance has been launched which is effective from 1 September 2023. There is a focus on online safety and there is increased responsibility for Governors relating to checking that IT filtering software/systems are effective. There was a suggestion that when</p>	

	<p>Governors visit school to check the Single Central Record, a discussion could take place with the school IT Lead in relation to this.</p> <p>Q: Are records kept of searches which bypass the IT filters? A: This has only happened once and was picked up straight away. The filters were changed to make sure this did not happen again and the incident was recorded.</p> <p>Q: Is any Safeguarding training planned? A: Staff safeguarding training is taking place on 4 September 2023 at 9.30 am. This will be face-to-face and Governors are welcome to attend.</p>	
103.	<p><u>SCHOOL WEBSITE</u></p> <p>There was nothing to report under this item.</p>	
104.	<p><u>SAFEGUARDING</u></p> <p>This was covered under Minute 102.</p>	
105.	<p><u>POLICIES FOR REVIEW BY GOVERNING BODY</u></p> <p>The Staff Mental Health and Wellbeing Policy had been shared with Governors ahead of the meeting and had also been reviewed at the Resources Committee meeting on 26 June 2023. Governors agreed that the policy is comprehensive.</p> <p>RESOLVED: That Governors approved the Staff Mental Health and Wellbeing Policy.</p>	
106.	<p><u>GOVERNING BODY SELF-EVALUATION, GOVERNOR VISITS AND DEVELOPMENT</u></p> <p>Dr Williams has completed a Health and Safety walkaround and noted that all minor points from the previous walkaround had been addressed.</p> <p>Dr Williams reported on a local authority meeting for Chairs of Governors. Concerns were raised about the surplus of school places in the local authority and budget issues were also discussed. There was discussion about increasing funding for lower level needs to try and prevent escalation to higher level needs. There will be a further meeting on 6 July 2023.</p>	
107.	<p><u>ANY OTHER BUSINESS</u></p>	
	<p><u>Governor Equalities Data</u></p> <p>Governors discussed the equalities data sheet. Governors feel that it is important that Governors are committed to ensuring the best possible outcomes for pupils and the community and did not feel it was necessary to complete the data sheet. It was noted that this is not a statutory requirement.</p>	

108.	<u>DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS</u>	
	Suggested meeting dates for 2023/24 were circulated and Governors were asked to feedback availability.	ALL
109.	<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: 8.15 pm	