

Minutes



GOVERNING BODY OF BEDDINGTON INFANTS' SCHOOL

Full Governing Body Meeting

Wednesday 17th March 2021 at 6.30pm held at Beddington Infants' School and virtually via Google Meet

Present: Steve Allen (Chair) Hilary Alexander
Liz Kearney (Headteacher) Kirsty Styles
Nicola Smith Andrew Daines
Alan Rowe Glen Smith
Cllr. Sunita Gordon

Also in attendance: Kelly Reid (Assistant Headteacher - Safeguarding and Inclusion) – First item
Carole Petty (SBM)
Lynn Atkins (Clerk)

Governor questions are in italics

ITEM	ACTION BY
<p>INCLUSION AND ATTENDANCE</p> <p>Kelly Reid - Assistant Headteacher leading Safeguarding and Inclusion provided a report for governors and highlighted some items.</p> <p>The report showed 299 pupils on roll. 267 full time places and 32 part-time nursery places. The numbers in each year group were shown. KR said that a couple of children have moved out of the Borough. There has been a new starter in Y1 and a new starter in Nursery. There will also be another new starter in Y1, so the total in this year will be 90. Nursery is also at full capacity.</p> <p>At least 40% of the children in all year groups are summer born. This is highest in Reception and Y1 and this was discussed at the last meeting in terms of what it means for progress and attainment. The children are younger and it will have even more impact this year because of partial school closures.</p> <p><u>Pupil Premium</u></p> <p>The report showed 43 children eligible for PP (14.3%) and one child in Y1 who is eligible for the Service Pupil Premium. This is higher than reported at the last meeting.</p> <p>Between 4th January and 8th March some of the PP children were attending school (either vulnerable, EHCP or key worker). Those not in the eligible group were provided with some additional stationery resources to use at home. Resources packs were made up with pencils, exercise books, paper, scissors etc. The value was approx. £15 each and these were made available to PP families. 15 came to collect them. They were not offered to those attending school as they had access to the school resources.</p>	

	<p>The Local Authority informed the school about a scheme offering re-purposed laptops. The school put in a request and received five. These were offered to the families most in need. Two of the families refused them but four have been provided.</p> <p><u>SEND</u> In the autumn term there were no children identified with needs in Nursery. Now there are six children with SEND need. There are high levels of SEND across the school, particularly in Reception (23) and Y2 (19). There were three EP referrals for pupils across KS1.</p> <p>There was some funding allocated for Andrew Whitehouse, a consultant, to provide two days of support, looking at the provision in place, areas of good practice and modifications to help support SEND children. New dates are in place for after Easter. He will also deliver training to staff on ASD and ADHD.</p> <p><u>EAL</u> 86 children in the school are identified as having English as an additional language, 29% of the school. The list of languages spoken was provided. Governors were informed that the EAL children are getting additional interventions within their year group bubbles. During lockdown class teachers used an App called Mote and children found this helpful. They are able to use a similar method in the classroom.</p> <p><u>Attendance</u> Children are now expected to be back at school from 8th March. The EWO is back and will be supporting attendance. There was some updated attendance data:- January – 96.7% February – 96.9% March – 97.1% It was recognised that it was very important to look at any persistent absentees. This was difficult to enforce during lockdown. It is planned to meet with some parents over the next week.</p> <p><u>Safeguarding</u> KR is the DSL and she provided data on the families who are receiving external interventions from Children's Service. There are also several families who receive support from school staff.</p> <p>KR was thanked for her comprehensive report and her work on this. She also thanked governors for the biscuits and message in a card sent in as a thank you to the staff. She then left the meeting.</p>	
1.	<p>APOLOGIES FOR ABSENCE/DECLARATION OF INTERESTS There were apologies for absence from Brindha Nathan and these were accepted. There were no declarations of interest.</p>	
2.	<p>BUSINESS CRITICAL DECISIONS a) All critical decisions had been taken. Governor Day had been deferred. b) There had been no Chair's Actions.</p>	
3.	<p>APPROVAL OF MINUTES OF PREVIOUS MEETING The minutes of the previous meeting, held on Wednesday 25th November 2020 were reviewed. They were agreed as an accurate record and were signed by the Chair. There were no matters arising not covered in the agenda.</p>	

<p>4.</p>	<p>GOVERNING BODY MEMBERSHIP</p> <p>The Governing Body Membership was discussed. Glen Smith's term of office has expired and he has decided to step down from the Governing Body. He was also the safeguarding governor and is covering the role until a new governor takes on this responsibility. It was agreed that some information would be shared on this role and KS indicated that would be interested in taking this on. Action: GS/KS to liaise.</p> <p>There was a need for a new Chair of Children, Families and Community Committee. AD expressed an interest and this was agreed.</p> <p>There is one co-opted vacancy.</p> <p>NS manages the governor information on the website and GIAS is updated every 60 days. The Clerk keeps Merton & Sutton Governor Services updated.</p> <p>LK said that she is working with a parent to look at diversity across the school provision and curriculum and they also asked about the diversity of the governing body. It may not be representative of the school community it serves and there is a need to encourage involvement from all sectors of the community. The range of diversity to consider was discussed, with regard to age, gender, ethnicity and skills. SA said that there is also a need to conduct a skills audit to identify any skills gaps.</p> <p>Link governor roles were discussed. There is a need for a Pupil Premium governor and also for a Wellbeing governor (staff and children). SG said that she had not been aware of her link role. SA explained that there had been less opportunity this year to explore this and ask teachers about their subjects during lockdown but governor links will start again in September.</p> <p>BN had raised the need for succession planning at the last meeting. AR felt there governors might wish to change roles or committees and to express an interest in a new area. SA asked governors to consider this. It was agreed that AD will Chair Children, Families and Community Committee and will also attend Curriculum and Achievement. KS and AR agreed to swop committees, so AR will attend Curriculum and Achievement and Resources. KS will attend Family, Children and Community and Resources. SG also wanted to leave one of the Committees as she had been attending all three. SA said that all governors needed to understand the Curriculum and Achievement data.</p>	<p>GS/KS</p>
<p>5.</p>	<p>STATUTORY ITEMS/COMPLIANCE INCLUDING FINANCE</p> <p>CP said that the School's Financial Value Standard (SFVS) was usually due on 31st March but there has been an extension until 28th May so there was some more time to work on this. It will need to be signed off by the Chair of the governing body.</p>	
<p>6.</p>	<p>BUDGET UPDATE</p> <p>CP said that at the end of February the year end prediction had improved to a small surplus of £2,948.</p> <p>There had been some additional income, including a second DfE payment for exceptional Covid costs of approx. £11,000 and another £12,600 FSM supplementary grant, which had been extended for one year only. They should be in a position to repay some of the money borrowed from the school fund. They also heard from the Borough that the Early Years budget is underspent so there will be extra funding for childcare providers of 3-4 year olds but the amount for BIS is not yet known.</p>	

	<p>All the variances and explanations were included in the Budget Monitoring report. This included the McCloud Data Gathering (4) which had just been completed.</p> <p>CP said that on Education Support Staff (E03) some of the costs were overlooked, which contributed to the overspend on that code but this will be adjusted for next year.</p> <p>It was agreed that the budget looked a lot better. CP said that Sue Holmes was pleased with the prediction and this will get finalised next week. Paperwork has come back from the Borough and the accounts need to be closed by 9th April 2021.</p> <p>With regard to capital expenditure, they have not yet heard back from the Borough about bids for capital funding but will hear by the end of March. All the work that bids were put in for has been completed. There is one outstanding project for improving security and three quotes for this were circulated as a late item. If this could be agreed it might be possible to get this completed over Easter.</p> <p>Action: All to look at quotes and get with any questions to LK/CP by Monday 22nd March</p> <p>There had been some issues with the play equipment provided by the PTA. CP reported that Broxap will be putting in remedial work to make it safe for the children to use. They have had to pay for this but it will make it usable.</p> <p>CP said that they have had some indicative projections come in for the next financial year. The Teachers' Pay Grant and Teachers' Pension Grant is now included in the delegated funding. There is about an extra £1800 funding for next year.</p> <p><i>At the last meeting you said you had invested in SIM cards and laptops?</i> The data for mobile phones was donated from Vodaphone. The catch-up funding was about trying to secure Chrome books. There was a difficulty in getting orders fulfilled as so many schools were trying to buy them. We ended up buying through the IT provider, Cygnet and there was a delay but we now have 16 Chrome books. This will enable us to use Google classroom in the classroom as well. We also received five donated laptops, just before coming back to school. We thought this would not be enough but some families turned them down. We plan to keep some learning on Google.</p> <p><i>It is good that this equipment will be useful in school as well.</i></p>	
7.	<p>HEADTEACHER REPORT</p> <p>LK had provided her report in advance of the meeting and highlighted some points. She said that staff have been amazing all the way through. There had been very little staff absence, apart from illness or having to self-isolate and they have all been very professional.</p> <p>There has been a difficulty in covering the MDS roles as three left. They advertised and had three applicants but were not able to recruit. There is also a TA temporary role and there were 22 applications for this.</p> <p>Lunchtimes have been particularly challenging to manage and LK provided a paper with an overview of how this is done and the groups at lunchtime. Staff have to keep the children in bubbles and are trying to keep them apart, while trying to give them places to play and make it fair, using a rota.</p> <p><i>Where do you advertise for MDS?</i> On E-Teach but also will go out to parents and be on the school information board.</p> <p>The office is now fully staffed with the appointment of a Finance Assistant.</p>	

	<p><u>Catch-up funding</u> There had been a decision to assess where the children were to make an informed decision on the best use of this funding. There was an advert for a TA to work for two terms but then the second school lockdown started. Some of the money was used on the Chrome books and the TA is now appointed, starting after Easter. Meanwhile there is interim cover. Another TA will be absent for a few weeks so a temporary TA role has been offered. There will be two very good temporary TAs.</p> <p><u>Wellbeing</u> There is a lot of wellbeing CPD available to staff. LK confirmed that she, KR and Janice had been on wellbeing training. They are trying to make the best decisions for the school and Janice may be able to offer some virtual wellbeing sessions. They are working on a wellbeing charter.</p> <p><u>Current Ofsted Targets</u> LK confirmed that Ofsted targets remain valid until the next inspection. The school is due an inspection when these re-start.</p> <p><u>Monitoring of Racist Incidents</u> LK had shared their framework for monitoring incidents as they were reviewing it in practice.</p> <p><i>Is this something that has been in place for a long time?</i> Yes, we report to the Local Authority on a termly basis. For the most recent incident the parent had asked for more feedback afterwards and this policy has been strengthened and is robust.</p> <p><i>Is there anything about religion, sexism, class or social mobility?</i> We had one incident today for the first time and will use the same format.</p> <p>Governors discussed this and it was felt that there could be more to promote girls' empowerment, boys' discussing their feelings and mindfulness being woven into the curriculum. CPD on Far Right Extremism and on Social Mobility had also been attended.</p> <p>LK said that there is a focus on others across the school, also on mindfulness activities like nature and gardening.</p>	
8.	<p>RE-OPENING OF SCHOOL LK said that it was lovely to see all the children back. They had prepared for every eventuality but some of the children in the keyworker pods have found it harder than those who were learning remotely at home as the children in school have had to adjust to different groups.</p> <p>There have been three children with major anxiety around leaving their parent in the morning. It is testing for staff but they take the time, put boundaries in place and know how to de-escalate the situation.</p>	
9.	<p>UPDATE ON PROVISION OF EDUCATION FOR ALL CHILDREN LK reported that all children are being assessed at the moment and they are finding a mixed picture. Some have made rapid progress, others have gaps in their learning.</p> <p>SG said that it was a very helpful report and she left the meeting at 8.30pm.</p>	
10.	<p>PUPIL PERFORMANCE</p>	

	<p>It had been agreed what each year group would do. They completed a phonics check and benchmarked each child with a reading colour, they did a piece of unaided writing and maths challenges. They agreed the key points that each year group should know to proceed into the next year group. They checked not only what they did in the autumn term but how they have accessed learning at home.</p> <p>There was some really good progress with good support and also some gaps in particular areas and this went into the planning for support with things children need.</p>	
11.	<p>SAFEGUARDING – SPECIFIC TO CURRENT SITUATION</p> <p>This was partly covered in the headteacher's report. It was confirmed that all staff had read the updated KCSIE. The update to the safeguarding policy is not yet finished.</p> <p>The DSL is KR and NS and LK are deputy safeguarding leads. During lockdown safeguarding was managed as usual. They made calls, emailed and did home visits when necessary.</p> <p>Now that children have returned to school, year groups have particular support strategies in place for the children.</p>	
12.	<p>STAFFING ARRANGEMENTS AND WELLBEING</p> <p>This was covered in the headteacher report. LK added that they have a member of staff who has a work permit expiring and had asked the school to support their application for a new work permit. Advice had been sought from Strictly Education and other schools. The details of this were discussed but it was felt that it was an operational decision.</p> <p>LK said that staff are working in teams really well and are positive. For wellbeing there is a lot in place already but they are looking at what else they can offer and are learning from CPD.</p>	
13.	<p>HEALTH AND SAFETY</p> <p>SA does Health & Safety walk-arounds the school.</p> <p>There was an updated Risk Assessment from the Borough Health & Safety dept and this was adapted for BIS and shared with all staff for comment.</p>	
14.	<p>GOVERNOR TRAINING</p> <p>Training was discussed. NS has a list of training that governors have completed, there were some gaps and governors were asked to complete any required training. Governors were asked to contact NS if they had any difficulty accessing Educare. AR has done safer recruitment training. KS will do safeguarding governor training.</p>	
15.	<p>REVIEW OF REMITS FOR ALL COMMITTEES</p> <p>This was discussed in Item 4.</p>	
16.	<p>CONFIDENTIAL ITEMS</p> <p>Details of Item 12 were confidential.</p>	
17.	<p>ANY OTHER BUSINESS</p> <p>LK said that there was a paper on the shared Governor drive entitled 'Development of the site'. She said that they wanted to make sure they develop the surrounding</p>	

	area around the Solar Dome as well. They got some advice from a landscape gardener who offered to help on what to plant and where. She will come into school for a day with volunteers from each year group and will oversee the planting. They want to provide something for future enjoyment of the space.	
18.	<p>DATES OF FUTURE MEETINGS</p> <p>Wednesday 19th May 2021 – Curriculum & Achievement Committee 6.00-7.30pm</p> <p>Wednesday 19th May 2021 – Children, Families and Community 7.30-9.00pm</p> <p>Wednesday 26th May 2021 – Resources Committee – 6.00-7.30pm</p> <p>Wednesday 23rd June 2021 – FGB – 6.30-8.30pm</p> <p>Governor Day was discussed. This had been scheduled for Wednesday 16th June but it was felt that there should be a Governor Day in May and a second one in July instead. This was agreed.</p> <p>Action: NS said that she would circulate potential dates.</p>	NS

Closing Time of Meeting: 8.50pm

Chair's Signature Date