

Minutes



GOVERNING BODY OF BEDDINGTON INFANTS' SCHOOL

Full Governing Body Meeting

Wednesday 25th November 2020 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 Brindha Nathan
Cllr. Sunita Gordon

Also in attendance: Kelly Reid (Assistant Headteacher - Safeguarding and Inclusion) - Item 1
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 on Inclusion and Attendance and highlighted some items.</p> <p>The report showed 296 pupils on roll. 265 full time places and 31 part-time nursery places. The numbers in each year group were shown. There were 14 spaces in Y2 but there have since been 2 children join, so now 12 spaces. There are now 89 in Reception and 40 in Nursery.</p> <p>It was highlighted that at least 40% of the children in all year groups are summer born. This is highest in Reception and Y1, they are likely to perform at a lower level and their progress is being monitored by the leadership team. They will all be supported so that they do not fall behind and teaching and learning is closely monitored. LK said that despite this support, it will affect results.</p> <p><i>Is this the same percentage as in previous years? No. It is much higher.</i></p> <p><u>Pupil Premium</u></p> <p>The report showed 35 children eligible for PP (12%). This has now gone up to 37. All of these receive additional interventions in areas that best meet their learning needs, as assessed by their teachers, and also discussed with the child and parents.</p> <p><u>SEND</u></p> <p>The report showed no children in the Nursery with SEND. This is not necessarily the case as they are just settling in. Staff do anticipate that there may be additional needs, one child has been identified already and there is another who may be referred but there is an EAL barrier at the moment. KR also covers one half day a week in the Nursery.</p>	

There are 15 children in Reception with needs, including one child with hearing aids. He is doing well but there is now some support on appropriate help being offered by an outside agency.

SG asked for less detail to be provided but more of a focus on things that affected the school functioning normally. SA felt that it was important that governors understood the longer-term consequences of having a high number of SEND children in Reception as there is an additional funding cost to the school.

KR said that the 15 children in Reception with SEND have not all been diagnosed but there are plans in place devised by the class teacher, parents and any outside agencies involved. 6 children have been referred to Early Years SEND. The high number of children in Reception with SEND has been communicated to Jane Morgan, School Improvement Lead and there will be a meeting about further support. Andrew Whitehouse, a consultant will be providing two days of support, looking at areas of good practice and help supporting SEND children. There has been one further application for an EHCP for a child in Y2.

EAL

83 children in the school are identified as having English as an additional language, 31% 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. A new resource, Learning Village, is being considered.

What is the cost of Learning Village? We do not know yet but this would be approved by SLT and governors first.

Medical Needs

There is a medical healthcare plan for each child to ensure that staff know how to support the needs of that child, this includes all significant needs. One child has 23.5 hours support a week for his medical need, part-funded by the Sutton Clinical Commissioning Group. The details were explained to governors.

Attendance

The report showed attendance at 96.5%. KR said that this was now 97.5%, which is higher than last year, which was 97.2%.

SEND attendance is 97.9%, last year was 93.4%.

PP attendance is 93.4%, last year was 90%.

EAL attendance is a little lower.

This shows that parents are confident in sending their children to school and confident in the measures in place.

Some schools are having to deal with parents who are unwilling to send their children in to school.

This is worth sharing with families to say that everyone is doing a great job. It is a positive message to feed back.

Do children at home count towards absence figures if they are self-isolating?

No, this is recorded separately and their attendance is accessing the online work.

Safeguarding

There are currently 12 children (10 families) being supported with external interventions by Children's Services. KR liaises with the families, FSW and social workers. There are 2 children in Y1 receiving EHAT whose cases are currently under review and one of these will be closed by the end of term. One CIN case in Y2 will be stepped down. In all cases, they will stay in the vulnerable families group after these are closed to social care.

	<p>KR attends termly DSL lead training. For KSCIE (2020) all staff have read and signed records to say they have understood the updates. New staff also sign these. KH will send the slides out to governors.</p> <p>KH said that she had delivered some Domestic Violence (DV) training to all staff as this is a local safeguarding issue and DV has increased during the Covid-19 lockdown, so it is important that all are able to have an increased awareness and that there are services that they can signpost. All teachers and teaching staff had this training. She added that 38% of all violence in the Borough is classified as DV. There is also a link between DV and sporting events, especially major football and rugby championships. When these take place, DV increases in the Borough. KH will send out the slides on DV training.</p> <p>KR was thanked for her report and her work on this. She then left the meeting.</p>	<p>KH</p> <p>KH</p>
1.	<p>APOLOGIES FOR ABSENCE/DECLARATION OF INTERESTS</p> <p>There were apologies for absence from Glen Smith and these were accepted. There were no declarations of interest.</p>	
2.	<p>ELECTION OF CHAIR/VICE CHAIR</p> <p>There were no new nominations for Chair or Vice Chair. SA indicated that he would be willing to continue as Chair and BN indicated that she would be willing to continue as Vice Chair and they were elected for a further year. BN pointed out the importance of succession planning, to ensure that these roles could be filled in future.</p>	
3.	<p>BUSINESS CRITICAL DECISIONS</p> <p>a) There were no Business critical decisions to take. b) There had been no Chair's Actions.</p>	
4.	<p>ANNUAL DECLARATION AND REGISTER OF INTERESTS</p> <p>Governors who were in school completed new declaration of interest forms. NS said that she would email these out to governors who were attending virtually. Details of governors and register of interest to be kept updated on the website by NS.</p>	
5.	<p>APPROVAL OF MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the previous meeting, held on Wednesday 1st July 2020 were reviewed. There was one correction in 10) Link Governor AL should be AD. This was corrected. Apart from this they were agreed as an accurate record and were signed by the Chair. There were no matters arising not covered in the agenda.</p>	
6.	<p>GOVERNING BODY MEMBERSHIP</p> <p>Committee Membership had been agreed. The new governors were asked to let SA know if they wanted to change committees. KS said that she would like to know more about attainment. She is a member of Curriculum and Achievement Committee. This will be covered at the Spring Governors Day, when there will be Autumn and Spring data available. NS said that it is helpful for governors to know about the school data and the way they present it but this is best done in school.</p> <p>There is a vacancy for a staff governor. It was noted that SG's term of office had ended. She indicated that she was willing to continue in the role of LA governor. Clerk to inform Merton & Sutton Governor support and get advice on the process for LA governor appointment.</p>	<p>LA</p>

	NS manages the governor information on the website and GIAS is updated every 60 days.	
7.	<p>HEADTEACHER REPORT</p> <p>LK had provided her report in advance of the meeting and questions were invited.</p> <p><i>Can you tell us about the coaching that Jane Morgan arranged?</i> This has not happened yet but we welcome it and will report back.</p> <p><u>PPA</u> <i>Have teachers been receiving PPA time?</i> Yes they have and it has been working well. We have one person covering PPA in Reception and one in Y1 and Y2. That person is crossing bubbles but taking every precaution, wearing a visor, using hand sanitiser and being very careful. The school is very well ventilated.</p> <p>We have lost a few staff days due to staff being traced by Track and Trace and having to self-isolate but they have had no symptoms. This has not been a major disruption and things have been running smoothly.</p> <p><u>CPD</u> LK said that CPD on G-Suite has gone well, with Jess Auchterlonie taking a lead on this and bringing a wealth of knowledge about using this for remote learning, she has also made videos for families with issues.</p> <p>Jane Morgan has used centralised funding to provide excellent CPD for maintained schools. This training has now been made available online, with a focus on subject leadership, SEND and English.</p> <p><u>Self-Evaluation and External Validation</u> There had been two Challenge visits, one was with Chris Jacobs and one was with Jane Morgan. Senior leaders accounted for their year groups and did very well and all the systems in place were running successfully. LK has not yet received Chris's report. She has received Jane Morgan's in draft and this will be sent on to governors and staff when finalised. The Self-Evaluation document will be updated.</p> <p><u>Current Ofsted Targets</u> The Ofsted targets remain the same, Attendance and Writing at KS1. The school has carried on with a 10-week assessment cycle and all teachers have made assessments. The Government has said that at the end of the academic year 2020/21, there will be statutory data so there is a need to carry on setting targets as they move through the year.</p> <p>In Y2 the Autumn expectation is that children should be reaching Y2 Emerging. Staff are setting high expectations to ensure the children achieve their potential. They are doing the Autumn term curriculum of Y2 but also back-filling for those who have missed learning due to the disruption of COVID.school. The data overall in KS1 looks pleasing and they can see where children need support.</p> <p>Currently 68% in Y2 are within the Y2 Emerging band so on track to meet ARE at the end of the year. 4% are Exceeding, so 72% are at least ARE. They will be supported through the rest of the year. This compares to 2019 national of 69%.</p> <p>Where there is a particular need to support children and extend is those 4% Exceeding as nationally this is 15%, so there is a need for at least 12 children to achieve GD. Teachers feel that there are at least another 8 who will get there, so it is a positive picture.</p>	

	<p>There are 28% not at ARE and they are targeted carefully through high quality teaching, modelling and targeted support groups. Across the year group there is a high level of children with SEN (20) and they are unlikely to make ARE but are making small steps of progress and staff continue to have high expectations for them.</p> <p>The School Development Plan is on Google Drive.</p> <p><u>Blended learning and G-suite</u> LK said that the online learning platform is Google classroom and this launched last Friday. The children used it in the classroom first and are very happy with it. For staff, children and families it is a steep learning curve but it has been helpful to be able to talk to people and show them first.</p> <p>For the adults, the Google drive makes sharing documents easier. Governors will have access to a shared folder and documents will be added to this, which all can add to. This will be used for planning documents in school.</p> <p>Experiences of Google classroom and swapping Sutton mail email addresses to new Google school email addresses was discussed. Log-in instructions will be sent to governors.</p> <p><u>Prospective Families</u> LK said that attracting new prospective families had been carefully considered. There is now a pop-up on the school website with a lot of information. The birth-rate has also dropped. Families have been asked to spread the word about BIS.</p> <p>A parent who has moved from the area and had difficulty finding a school with the same ethos, has put LK in touch with an organisation called 'Progressive Education' which she found very interesting. The FAQs on the website indicated that all the schools are in the private sector and that this kind of education was not supported in the state sector. LK contacted them to ask for BIS to be listed but was told that they could not as state schools are hampered by Ofsted and SATs.</p> <p>LK said that they need to reconsider how they market the school as a non-fee-paying Progressive School. Staff are currently working on some new banners and they are considering a new name for the provision, something like 'Learning Naturally, a non-fee-paying Progressive School and Learning Community'. They hope to finalise the wording by Friday. Signage and lighting outside was considered.</p> <p><u>Promoting the School</u> KS said that she was trying to make the school's social media a bit more uniform, with better photos and wording in the correct places, putting photos onto an App and making it a bit more of a brand and promoting outdoor learning.</p> <p><u>Alternative Sources of Funding</u> CP spoke about the Solar Dome. She said that they have put in a 30k grant application to Virador, have got through to the second stage and will get a decision in December. This is half the cost but they have also put in a capital grant bid for match funding and have told Virador. Governors asked about the community aspect and CP said that they have links with Sherwood Park school, who would be interested in coming up to use it. They are also looking at community lettings.</p> <p><u>Premises</u> CP provided an update on capital expenditure on the school premises. There were four current project grants that were approved:-</p> <ul style="list-style-type: none"> • <u>Improving Security (school signs)</u> – only a small amount has been spent as they are still scoping this. It is hoped to complete it in the February half term. 	<p>NS</p>
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	<ul style="list-style-type: none"> • <u>Canopy Replacement for Reception</u> – this is in hand and is just awaiting an installation date, which could be over Christmas. It was delayed as the polycarbonate roof was delayed due to Covid-19. • <u>Boiler Replacement</u> – Completed. • <u>Electrical distribution boards upgrade</u> – Completed. <p>The DFC projects included the IT upgrade and the lightening protection (waiting on quotes).</p> <p>New capital grant applications for 2021/22 had to be submitted by 4th November and CP put in 7 bids. They have to meet one of the five listed criteria. The applications are:-</p> <ul style="list-style-type: none"> • <u>Solar Dome</u> - £30,000 requested if grant application with Viridor is successful, £60,000 if not. • <u>Replacement of classroom 'conservatories</u> – Increased to take account of R&D survey and project controller - £74,000. • <u>Replacement of old crittal windows</u> - £20,000. • <u>Reception Roof</u> – To repair as recommended - £10,000. • <u>Fencing</u> – To address brick wall condition and include blue metal gate - £25,000. • <u>Upgrade to LED lights</u> – To upgrade lights (will reduce energy costs) - £60,000. • <u>Tarmac/Paving</u> – To remove uneven slabs and replace and remark zebra crossing - £15,000. <p>The total value of these bids is £234,000. Outcome will be known in March/April.</p> <p><i>What is the pedestrian crossing update?</i></p> <p>We currently have a little island outside the school on this red route. We have asked in the past for some improvements in the area. Many other schools have crossings so we are asking for an upgrade. Local MP Elliot Colburn has now written to the council and TFL. TFL have responded to say they will include BIS's request to the scope of works for their future programme for Croydon Road but nothing will happen in the current financial year. Barry Williams (volunteer) is also supporting us.</p> <p>SG said that LBS have no jurisdiction over Croydon Road, that it is TFL and that she would have liked to have been informed. It was felt that the guidance on the TFL website was unclear but contacting the MP has helped with this. It was agreed that they can keep SG informed on any progress.</p> <p><u>Racial Monitoring</u></p> <p>LK said that diversity is kept very much in mind in the school environment and resources and they are making progress. Some of the reading books are more reflective of the community but more need to be replaced.</p> <p><u>Ofsted</u></p> <p>Visits to schools are continuing but with a monitoring focus on re-opening procedures in place.</p>	
8.	<p>UPDATE ON RE-OPENING OF SCHOOL TO ALL PUPILS</p> <p><i>Do we have a Risk Assessment we can use if there was a further lockdown and we had to re-open again?</i></p> <p>Yes. It is unlikely that it would have to be any different to how it was done before. We would use Google classroom more extensively.</p>	
9.	<p>UPDATE ON PROVISION OF EDUCATION FOR ALL CHILDREN</p> <p>This was covered in the headteacher's report.</p>	
10.	<p>PUPIL PERFORMANCE</p> <p>This was covered in the headteacher's report.</p>	

11.	SAFEGUARDING – SPECIFIC TO CURRENT SITUATION This was covered in the headteacher's report.	
12.	STAFFING ARRANGEMENTS AND WELLBEING LK said that they do a lot to support the wellbeing of staff across the school and a member of staff also runs wellbeing sessions. LK has been working with a coach to develop a wellbeing handbook for staff and is at the final stage of getting that ready. She came into school and was very impressed with the positive attitudes of staff and children. This will be piloted with staff who are interested. They are thinking about how to make Christmas special for the staff and children. There was a recent suggestion by staff to have a movie night in the hall and they are discussing film choice and possible snacks but are realistic about what is possible. <i>As wellbeing governor, can I be kept informed of any wellbeing initiatives? Yes.</i> When Chris came in, he asked year leaders to grade their year groups from 1 to 10. Each of them thought carefully, most were 8 to 9, none lower than 7, which was very positive. Yesterday they had a meeting with TAs and LSAs and they were given the opportunity to raise any concerns and no-one did. Moving on to something positive, each one said they were so glad to be at work and it was fulfilling and rewarding. <i>You should get some quotes from the teachers on the banners outside as well.</i> <i>Positive messages from all stakeholders (anonymous).</i> <u>Sutton Education Trust</u> SA suggested that they could discuss with Chris Jacobs the possibility of a SET-wide benefits package for staff. LK provided an update on the SET. She said that they have acknowledged that as a Trust, not enough savings have been made, and they have employed a procurement officer for a year to work on this. Chris is not now working for the SET, apart from one day a week, so it was also necessary to find another partner to support school improvement. They are trying a company called Challenge Partners for a year. LK, NS and KR attended training to assess other schools and BIS will have a 3-day visit in May. It is an additional workload but a collaborative process. The LEO academy is part of the same hub and they have offered the SET schools access to their CPD and they will be offered access to any SET CPD.	
13.	APPRAISAL ARRANGEMENTS SA said that the Headteacher's Review was provisionally planned for 11 th December with Chris, SA and BN, this is dependent on Chris's availability. Prior to this meeting SA and HA met with LK to talk about pay progression and approved pay increases for those eligible, in line with the planned budget. DfE guidance states that 'schools must ensure that teachers are not penalised during the appraisal process or in respect of any subsequent pay progression decision as a result of partial school closures, where this has impacted on the ability of the teachers to meet fully their objectives' and this was adhered to.	
14.	HEALTH AND SAFETY Governors had received all information about the re-opening and the Risk Assessment. There had been one incident involving a member of staff in school and details were shared.	

