

LANCASHIRE COUNTY COUNCIL
GOVERNOR SERVICES, TRADED SERVICES (START WELL)

BURNLEY ROCKWOOD NURSERY SCHOOL

SPRING TERM MEETING

MINUTES OF THE MEETING OF THE FULL GOVERNING BODY HELD AT THE
SCHOOL ON WEDNESDAY 22 MARCH 2017 AT 3:45PM

PART A

PRESENT: Mr J Howard (**Chairman**)
Mrs K Bleasdale
Councillor Mrs M Brindle
Mrs C Cliff
Mrs S Railton
Mrs J Scholes
Mrs F Stringer (**Headteacher**)

IN ATTENDANCE: Miss J Duffy (**Clerk to Governors**)

The Chair opened the meeting and welcomed everyone

<u>ACTION</u>

17.01 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Mr R Stockton and Mrs S Nasim.

17.02 GOVERNING BODY MATTERS

a) Declaration of interest

The Headteacher declared that her spouse would continue to undertake technical support work in school with regards to ICT.

b) Membership

The clerk advised the governing body of the following:

- The terms of office for Mrs C Cliff (Parent Governor) were due to end on 22 October 2017.
- The terms of office for Miss JA Marshall (Parent Governor) were due to end on 22 October 2017.
- Mrs J Scholes (Co-opted Governor) had resigned from the Governing Body with effect from the end of the

academic year.

c) DBS Checks for Governors

The Headteacher agreed to check with the office which DBS's were still required from governors. An email would be sent round requesting them from the appropriate governors.

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17.03 MINUTES OF THE PREVIOUS MEETING

It was agreed that the minutes of the meeting held on Tuesday 29 November 2016, having been circulated, be approved and signed by the chair as a correct record subject to the following amendment:

- The Vice Chair had dealt with the complaint.
- The complaints appeal committee had met on 29/9/17.
- The disciplinary and dismissal committee had met on 20/12/17.

17.04 MATTERS ARISING FROM THE MINUTES

The following points were discussed:

- It was noted that safeguarding training would be arranged for all governors on 26 April 2016 at approx. 4-6pm.

17.05 REPORTS

a) Committee Reports

The governors noted and accepted the minutes of the Resources Committee meeting held on Monday 20 February 2017. The following points were discussed:

- The EYPP report was circulated.
- There were currently 23 EYPP children in school.
- ***Q. Does the EYPP funding in school cover the support you require?***
A. No.
- It was noted that the EYPP funding had paid for some of the forest school provision during the previous year.
- The Headteacher advised that the resources budget in school had been halved to balance the 17/18 budget.
- The Headteacher advised of an 8.7% increase in staff, pensions etc. What the school were receiving in funding was not enough to cover the required expenditure. All costs had increased, the Headteacher advised that what the school received had decreased.
- The base rate had dropped to £4.03 per hour for next year. The school would receive an additional deprivation cost at the rate of 19p.
- The Headteacher, Julie Cooper, Angela Raynor, plus a number of Headteacher's had met during the previous week regarding the future of nursery schools and the difficulties they were facing. Primary, secondary and further education would now be working together in support of the future of nursery schools.

- **Q. Could we academise?**
A. We would need 5 or more children who are 5 or over.
- **Q. Can we federate?**
A. We are looking into this currently.
- Financially the nursery school did not currently appear sustainable past 2 years.

The governors noted and accepted the minutes of the Standards and Effectiveness Committee meeting held on Thursday 16 March 2017. The following points were discussed:

- Welcomm should be spelt WellComm. This would be amended by the Clerk.
- The Headteacher advised that a presentation was going to be produced by 2 members of staff in school for the summer term, this would provide governors with more information regarding the Wellcomm programme used in school.
- Phonics Play was still to be looked into.
- The school advisor had suggested that the data in school be tweaked. The Headteacher agreed to email the data once it had been revised.

Clerk

Summer FGB

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The governors ratified the following policies as commended by the Standards and Effectiveness Committee:

- Community and Language
- Community Cohesion
- Construction and Small World
- Expressive Arts and Design
- ICT
- Literacy
- Mathematics
- Personal Social and Emotional
- Physical Development

The governors ratified the following policies as commended by the Resources Committee:

- Anti-Bullying Policy
- Best Value Policy
- Children Looked After Policy
- Complaints Information for Parents
- Complaints Policy
- Intimate Care Policy
- Local Offer
- Lost Child Policy
- Nursery School Handbook
- Safeguarding and Child Protection Policy
- School Discipline and Behaviour Policy
- Student and Volunteer Nursery School Handbook
- School Day Timetable 2017
- SEND Report

b) Nominated Governors

The governing body confirmed that Mr J Howard was the nominated governor for safeguarding and child protection. It was agreed that Mr J Howard and Mr R Stockton would have oversight of online safety.

The governing body received a report from Mrs C Cliff regarding numeracy in school. The following points were discussed:

- Mrs Cliff had met with the Numeracy lead in school the previous Friday.
- Mrs Cliff had looked at all resources available in school for numeracy.
- An outdoor area for numeracy investigations had been put into place. The area included weighing, measuring, shape and colour knowledge etc.
- Number things had been put around the yard to assist with number recognition across school.
- Numeracy was part of the continuous provision across the nursery school, it was in the role play area, book area and water area.
- Numeracy packs had been put in place, there were 33 packs for specific school leavers who needed a boost in school. The sacks were changed weekly and children were reported to be enthusiastic about them.
- The outdoor area had been enhanced with regards to numeracy.
- Staff had met with Taywood Nursery to compare teaching ideas, assessment ideas etc with regards to numeracy in school.
- Staff confidence in numeracy was reported to have improved.
- Mrs Cliff advised that she had looked at the targets for numeracy and went on to advise that progress in numeracy could be seen in the schools data.
- Children in school were making really good progress in numeracy.
- The nursery was looking to join the 'maths hub' which was a cluster of schools across the North West. It was hoped that the hub would provide help with accessing funding.
- Mrs Cliff advised that she had also looked at WellComm and how it helped in numeracy as it included maths vocabulary.
- There was a maths focus for 1 week in every half term at the nursery school.
- ***Q. How is the quality of numeracy teaching in the nursery school?***
 - A. Excellent, children are given a good experience of numeracy.*

Mrs C Cliff was thanked for her report.

The governing body received a report from Councillor Mrs M Brindle regarding extended services. The following points were discussed:

- A local community centre had been disposed of and was seeking funding to continue to provide services and support. A grant had been won from the health and wellbeing pot for facilities and a 12 month programme regarding healthy eating.
- St Stephens had won a grant for community activities.
- Burnley Wood Medical Centre were seeking funding to expand further to provide 5 additional rooms for 1 off clinics.

Councillor Mrs M Brindle was thanked for her report.

The governing body noted that Mr J Howard had visited the school on 2.2.17. The following points were discussed:

- Upon the visit the SFVS had been completed.
- Mr Howard had also checked up on SEN and child protection in school.
- It was noted that individualised learning was in place in school for SEN children.
- 16 children in school were on monitoring and 6 children were on higher level monitoring.
- High pressures regarding the workload of child protection issues were discussed.
- The Headteacher had reported complaints with regards to SEND support from services.
- 17 children out of 61 in school were supported for SEND.
- A number of children were joining the school with no CAF, identified needs or funding.
- The Headteacher was meeting with the head of IDSS to discuss concerns.

Mr J Howard was thanked for her report.

c) Chair's Action

The chair reported that it had not been necessary to take any decisions on behalf of the governing body since the last meeting.

17.06 SCHOOL IMPROVEMENT AND SELF-EVALUATION

The governing body received a progress report from the Headteacher on the development and implementation of this year's School Improvement Plan during the spring term committee meetings.

17.07 HEADTEACHER'S REPORT

a) Termly report

The Headteacher's report on the achievements and developments in school since the last meeting of the governing body was received and noted.

Reference was made to:

- Numbers on roll
- Attendance
- SEN
- EYPP
- Assessment data
- Questions for governor reflection and challenge
- Staffing
- Educational visits
- Behaviour incidents, accidents, racist incidents, bullying
- Safeguarding
- Parents and carers
- Staff development
- School improvement
- Governor visits to school
- Buildings and grounds
- Special events

The following points were discussed:

- A value added column would be added to the data as suggested by the school advisor.

b) Staffing

This item was deemed confidential and minuted accordingly at Part B.

c) Approval and Evaluation of Educational Visits

There were no visits to approve at this time.

The governing body received a report on recent visits/ events in relation to the impact and benefits for pupils:

- Pushpunjabi Indian Dance.
- BEST singing and story Christmas.
- Father Christmas and parties.
- Takeahint Theatre.

d) Unavoidable School Closures

The headteacher advised that there had been no unavoidable closures since the last meeting.

17.08 FINANCE

a) School Budget 2017/18

The governing body requested the Resources Committee to **Res**

consider and prepare the school's budget plan for 2017/18 and to arrange for it to be submitted to the authority by 26 May 2017. The budget would be formally approved at the summer term governing body meeting.

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b) Schools Financial Value Standard (SFVS)

The governing body noted the information provided regarding the Schools Financial Value Standard and:

- Accepted the report and completed self-assessment prepared by the working party.
- Agreed the SFVS action plan.
- Confirmed that the approved standard and action plan would be submitted to the local authority by 31 March 2017.

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17.09 GOVERNOR TRAINING AND DEVELOPMENT

The following points were discussed:

- All governors were required to send information of any training they had completed to Amanda in the office for logging on the central log.

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17.10 SCHOOLS' FORUM ELECTIONS

The governing body agreed to delegate to the Chair the casting of a vote in any Schools' Forum elections.

17.11 SUPPORTING VULNERABLE PUPILS WHO REQUIRE ALTERNATIVE PROVISION

The governing body noted the information provided.

17.12 INFORMATION, UPDATES AND ITEMS FOR FUTHER DISCUSSION AS APPROPRIATE

- a) Governors and their role in Safeguarding
- b) Keeping Children Safe in Education 2016: Online Safety Implications for Governing Bodies
- c) Governance and Inspection – Key Questions
- d) Information to be Published on School Websites
- e) Revised School Session Times Procedures and Guidelines

17.13 FORUMS FOR CHAIRS AND VICE-CHAIRS

The Chair hoped to attend the next meeting.

17.14 LASGB

The governing body noted that information regarding the LASGB was available via their website.

17.15 CONFIDENTIALITY

It was agreed that that item 17.07b be regarded as confidential and be minuted accordingly.

17.16 DATE AND TIME OF NEXT MEETING

Resources Committee: Wednesday 21 June 2017 at 3:45pm.

Standards and Effectiveness Committee: Thursday 6 July 2017 at 3:45pm.

Full Governing Body: Wednesday 12 July 2017 at 3:45pm.

There being no further business the Chair thanked governors for their continued support to the school and duly closed the meeting.