



North Baddesley Infant School

Full Governing Body Meeting Minutes

Thursday 17th February 2022

Present: Nicole Perry - Chair
Mike Hiscock - Vice Chair (via Zoom)
Carla Lashmar - Headteacher
David Jones
Becky Mahoney
Olga Maslovskaya (via Zoom)
Julia Squires
Pete Stuart – until Item 3
Bhupinder Siran (via Zoom)
Jo Tutton
Beth Waters
Melanie Westmacott
Dave Wilson

In Attendance: Sarah Hiscock

Apologies: None

Absent: None

Action

1 Welcome and apologies for absence

The Chair thanked Olga for her contribution to the Governing Body for the last 4 years.

2 Review of Policies

The Fire Evacuation Plan and Fire Management Plan do not need to be approved by Governors, but have been updated and approved by Hampshire.

The Behaviour Statement has been issued to parents and the policy is due to be reviewed next year.

Jo will review the Acceptable use of ICT and Restrictive Physical Restraint policies.

JT

3 Internal Data

Milestone 1 (November 2021) and Milestone 2 (January 2022) data had been circulated prior to the meeting and the following questions were received:

Q Why is progress in writing less at Milestone 2?

A The Deputy Headteacher explained that this was linked to transcription, which covers handwriting and spelling, and has more range statements to achieve for a



North Baddesley Infant School

child to be assessed as being secure. Most children are assessed as being close to but not yet secure. The Deputy shared the formative assessment which backed this. For comparison our current data is still tracking children as being higher than the last comparable data, pre-covid.

Q What is the reason for pupils who were exceeding in Year R not achieving at beyond at Milestone 2?

A The Deputy Headteacher explained that teachers were reluctant to give children the beyond grading following 2 years of disrupted education and informed Governors that the exceeding grading had now be removed from the EYFS curriculum.

Q Progress for girls in writing and maths appears less at Milestone 2. Is there a reason for this?

A Writing data is stronger than it was in the last comparable data (2019-2020). The new Hampshire models for maths mean topics are taught over conflicting assessment windows, resulting in not all of the curriculum having been taught within the assessment window. There are also areas of the maths curriculum which require more gap filling due to covid, for example place value.

Q What impact does SEND have on the Milestone 2 outcomes for Pupil Premium children?

A Pupil Premium data is produced for the Pupil Premium Governor with and without SEND data as a child's SEND is the greatest barrier to their learning. The Deputy Headteacher asked if Governors would like to see data in this way going forward. Governors agreed this would be useful to enable them to better challenge school leaders.

Pete left the meeting at this point.

4 **Pecuniary interests in relation to the agenda**

No pecuniary interests were raised.

5 **Review and approval of the minutes of the last FGB meeting on the 18th November 2021**

The Chair advised Governors that, following the strategic item around the potential discussion with colleagues at NBS to explore federation pros and cons, a response had been received from the NBS Chair that the Governors at NBS did not feel it was the right time to explore federation. A new Head teacher has now been appointed, closing this potential option.

The Head, Deputy and Chair have attended a briefing about Ofsted's new inspection framework and will circulate the notes from this to all Governors. This will be discussed in more depth with activities at the March meeting. The Pastoral Team update will be pushed back to the May meeting.

Clerk



North Baddesley Infant School

The minutes had already been approved via email and published on the school's website due to the long gap between meetings, but the Chair signed the minutes for file.

6 **Headteacher's Verbal Report**

The Headteacher informed Governors of the following:

Staff Achievements

Congratulations were offered to the following individuals:

- Olga who has been promoted to Associate Professor.
- Kate Skinner and Julie Cundy have successfully completed the nurture programme.
- The Headteacher has passed her MA.
- Sarah Hiscock has been appointed as Senior Admin Assistant.
- Lauren Denham has been appointed to run the school and nursery's social media accounts.

Nursery

Well done to Emma Thompson, Chris Boalch and Heidi Vincent. The nursery has been well received within the community and numbers are growing with positive feedback given. Maximum capacity is 24 children and for the summer term we are already at 17-19 a day. The official opening of the nursery was due to be held on Friday 18th February but has been postponed until the 8th April due to covid cases within the school community.

INSET proposal

Governors are invited to join staff for the INSET day on Monday 28th February, which is a series of refresh and reminder style workshops run internally. Workshop leaders will prepare a summary of their workshops which will be circulated to Governors.

All

Covid Update

Over the last 3 week period we have had 4-5 staff off each week, which has stretched staffing. Supply teachers have not been brought in, and cover has been arranged thanks to the goodwill of the team, but it has not been easy. This week alone there are 2 Teachers and 3 Teaching Assistants off. Once the office team has 3 members of staff, work on the impact of staffing costs due to covid will get underway and will be shared at the next Resource Committee and FBG meeting.

Clerk

Treetops Developments

Gillian Wilkins, Treetops Leader, will be leaving at Easter. There are plans to develop a sports Treetops provision alongside the current traditional after school club provision, so children have the choice to attend a sports based after school club only, the current Treetops provision or both.



North Baddesley Infant School

There was also discussion about the Treetops waiting list which on one day a week has 17 children on it. Thought needs to be given to whether it is right to allocate places to NBJs families when we are unable to offer places to families at NBIS.

Q Is there any scope for working with or discussing this with NBJs?

A The Headteacher will approach Lucy Wooton regarding running a spin off Treetops provision at NBIS so that families at both schools needs are met.

Treetops are also exploring offering a holiday club provision – 1 week during the Easter holidays and 2 weeks in the summer holidays to support working parents with childcare.

LLP

Louise Close is our new Learning and Leadership Partner. She is new to County and will be visiting on the 1st April and the Headteacher will be arranging an Ofsted rehearsal visit with her and a deep dive with Owen Troman.

Q Will Ofsted inspect the nursery at the same time as the school or is it a stand alone inspection?

A Yes, both inspections will be carried out at the same time.

RAG rated SIP

This was circulated today. The Headteacher pointed out that this was the final year of a 3 year School Improvement Plan.

Bushy Leaze

Bushy Leaze have a new Acting Headteacher and had received the call from Ofsted for their inspection, which they deferred. County have asked the Headteacher to support the new Acting Headteacher on the day Bushy Leaze receive a second call for inspection and also on the days of the inspection. This was agreed by all Governors.

Safeguarding Update

The Headteacher informed Governors of a violent incident between children which required hospital treatment and needed to be reported to County. Separately to this the school have had to report a situation to the Local Authority Designated Officer (LADO), and one restraint has been used. None of these incidences are linked.

Parking

There have been 2 accidents recently, a parent was hit by a car on Willis Avenue and a pupil was hit outside NBJs. The Headteacher has contacted the PCSO who advised that there was nothing they could do and advised the Headteacher contact Astor and the Parish Council.

Clerk



North Baddesley Infant School

Governor Monitoring Opportunities

Tea Party dates have been circulated. The Headteacher asked for volunteers to attend the parent's consultations on the 9th and 10th March from 3.30-6.30pm.

9th March David and Melanie with Jo as reserve

10th March Nicole and Julia

Headteacher Performance Management Panel

A third member is needed to join the panel as Olga is leaving the Governing Body. Jo and Julia are already on the panel, and Governors cannot be on both the Headteacher Performance Management Panel and the Pay Committee. There is a commitment to attend 3 meetings a year and complete the training relevant to this role. The Clerk will look at membership to determine who could be asked to join the panel.

Staff Wellbeing Monitoring

Thank you to Melanie and Jo for conducting this useful piece of work.

7 Membership Issues

We currently have one Co-opted Governor vacancy and Olga will be leaving on the 22nd March 2022.

The Clerk suggested approaching someone from a mother and baby/toddler group to include skills and knowledge of pre-school aged children. Beth also suggested someone from the Food Banks may bring useful skills. Bhupinder also made a suggestion about seeking representation from minority groups, not just ethnic. Governors were asked to go away and think about other possibilities and send any suggestions to the Chair.

All

The Development and Training Governor will prepare and issue a Skills Audit to support this work to fill our vacancies.

JS

8 Committee Updates:

Resources Committee

At last week's meeting the following was discussed:

- Treetops sports club provision.
- Work has been done on the SIP to highlight direct links to money spent.
- Budget – There is now a deficit of £13,000 (thirteen thousand pounds), this is down on the original £27,000 (twenty seven thousand pound) deficit. The budget is looking to be in a stronger position in the future and the work on staffing costs linked to covid may well provide more clarity on this.
- The next meeting will be on the 17th March at 4.45pm before the Whole Governing Body training.

Curriculum and Standards Committee



North Baddesley Infant School

At the last meeting:

- Chris Boalch attended to talk about the computing curriculum and online safety.
- Stacy Tiley presented the science curriculum and gave feedback to Governors about her recent HIAS course.
- Governors thanked staff for their work introducing Little Wandle and noted that the impact of this is already being seen in the data.
- Data was interrogated.

9 **Development and Training Governor Update**

Governing Body Development Plan

The Development and Training Governor reported that good progress was being made.

Engagement with stakeholders

Our Whole Governing Body training is on connecting with parents. It was suggested that it would be a good opportunity to refresh the governor survey to include parents of children attending the nursery. The results of the last parent survey will be used to build our training session and an updated survey will be issued via ParentMail instead of at the parent's consultations.

Community

There has been a lot of development in this area i.e. the nursery opening.

Pupils

Key Stage Governors have been implemented and monitoring form set up for use when Governors attend events in school. A learning walk has been arranged for the 28th March with Governors.

Staff

The subject leaders activity at the start of the first FGB meeting of the year was a success and very useful. There has been work on a staff questionnaire.

Succession Planning

The Skills Audit will be key to this. The Training and Development Governor will develop this and issue to all Governors. JS

Governor Monitoring Activities

These have now resumed.

The Chair thanked the Development and Training Governor for producing a clear and concise document. This will be reviewed again at the Summer 2 meeting. Clerk

A one page training feedback form has been produced for Governors to complete and put on the Governor Secure Area after attending training to share practice.



North Baddesley Infant School

- 10 **Agree decision regarding subscription to Governor Services**
The renewal was approved by all Governors.
- 11 **Monitoring of physical restraints**
This was covered in the Headteacher's verbal report
- 12 **Discuss and agree priorities for next financial year based on school improvement priorities**
We are not yet ready to do this. This will be done at the next Resources Committee meeting. DJ/JS
- 13 **Receive report on issues arising from strategic financial planning**
This has been done by the Resources Committee.
- 14 **Evaluate resources and budget control of SEN provision**
Q Is it was normal to see an increase in SEN in both Milestone 1 and 2?
A This is often the case due to the change between the EYFS and Key Stage 1 curriculum highlighting SEN. There has also been a 50% increase in children with EHCP's and the nursery is already working on 2 EHCP applications. This is something that is being seen across the County and is not specific to NBIS. Educational Psychologists support to schools has been pulled again this term to enable them to work on clearing a backlog of EHCP applications.
- 15 **Review Inspection Dashboard and School Comparison Tool**
This will be done at the next meeting. However, it was noted that this last available data to do this would be 2019. Clerk
- 16 **AOB**
School Closures due to Storm Eunice
Q Have Hampshire issued any guidance to school regarding the high winds expected tomorrow as Southampton City Council have announced school closures for their area.
A Headteacher to check after the meeting and keep Governors informed. HT
- Recruitment Challenges
The Headteacher noted a shift in the attitudes and commitment of potential new staff which made recruiting staffing a challenge and highlighted the importance of staff retention and wellbeing.
- Safeguarding
Q At the Governors Tea Party a child said when asked that they would get in a strangers car if they were offered sweets. Has this been addressed?
A The Headteacher said that an assembly had been planned and will check this has happened. HT



North Baddesley Infant School

- 17 **What have we done to make an impact at this meeting which impacts on school improvement or improves our effectiveness as Governors?**

The work on the Governor Development Plan, skills audit and membership issues.

NEXT MEETING – Thursday 24th March 2022 at 6pm