



North Baddesley Infant School

- Ofsted file – These have been prepared by the Clerk. Jo to collect her file from the School Office. These are a working file and will be added to over time. If Governors have any feedback on the folders, or additional items to be included, please contact the Clerk. JT All

The minutes were agreed as an accurate record of the last meeting.

4 Headteacher’s Written Report

The Headteacher informed Governors that the format for these reports would be revised over the summer and asked for any feedback to be sent to her by the end of term. All

The Chair arrived at this point in the meeting.

3 Year Plan

This is being prepared by the Headteacher and Deputy Headteacher and will be the focus of the Autumn 1 FGB meeting. Governors are invited to a twilight session on the 8th September, 3.30-4.30 will cover general school housekeeping items, and then 4.30-6pm will be regarding the 3 year plan.

English as and Additional Language (EAL) Governor

If anyone is interested in taking on the role to support Beth in work towards an EAL Award please contact Beth for further information. All

Nursery Update

Governors have requested a deep dive into the nursery to understand the running and finances better. Emma, Chris and Bryony will be invited to attend the Autumn 1 meeting to do a presentation. HT/ET/BC/BP

Holiday Club

The Deputy Headteacher has successfully applied for Holiday and Food funding meaning we have been awarded funding to enable us to offer 500 sessions (1 day = 2 sessions) to vulnerable children at the summer holiday club. Numbers for the holiday club have been capped at 60 per day and we have offered 350 sessions to vulnerable children.

Recruitment Update

Since the written report was issued, the Headteacher has successfully appointed 3 Teaching Assistants, this means in the short term we are over staffed, but the candidates were very strong, had skills and experience we needed, matched with the school’s values and had development potential. This means in the short term the nursery will be over staffed, with the scope for helping in the school if the need arose. We are now able to offer more nursery places and this will be advertised. It was felt that this was not a big



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risk as not a high level role but one that adds value. The financial impact of this over staffing will be discussed fully at the next Resources meeting.

HT/DJ/JS

Absence

This is largely driven by families taking holidays post Covid, or taking holidays delayed by Covid and having restricted choice regarding dates. Penalty notices have been issued when the threshold has been met. A new attendance monitoring process has been introduced and has already had a positive impact. The Headteacher is part of a working party with other Romsey Partnership schools and is involved in preparing a joint letter which will feature all partnership school's logos and be issued by all the schools in the Partnership.

Governors suggested including regular visual reminders on the school's social media to keep the importance of good attendance in the back of parents minds, for example an attendance rate of 80% is the equivalent of a child being absent for 1 day a week.

Q How often does the Headteacher get involved with attendance issues?

A The Headteacher has called parents of persistent absentees, and children have been in school by lunchtime the same day. Grandparents have also been contacted to encourage good attendance and support parents with this.

Admissions and Numbers on Roll

Year R admissions for 2022-23 stand at 81 children, which is good when compared with other schools locally, of this a lot are from out of catchment which means we are their first choice school.

Q Is there a rolling banner on the school website saying we have spaces?

A We need to be mindful of how we market our spaces. A banner on the website is preferable to a banner on the school fence.

Staff Absence

The absence for support staff looks and feels high. The Headteacher reported that staff absence due to children being unwell was starting to be a real problem. Staff are also given time off to attend events for the children such as nativities, plays, sports days etc., and this will now be recorded.

Q Do the school do return to work interviews after absence?

A Currently these only happen for absences of a week or more, but will look into doing them for all absences.

HT



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Q What is the process for reporting absence?

A Staff inform the Office, most also text the Headteacher.

Q Are staff absence figures reported to staff?

A No, but having that conversation with staff would be beneficial and the Headteacher agreed to present this as part of the housekeeping section of the September twilight.

HT

Safeguarding Update

Children's Services referrals have been made for 2 families who have had more than 5 Early Help referrals. With the changes to KCSiE coming in lowering the threshold for referrals, but Hampshire not yet reducing their threshold accordingly it was agreed to look at Children's Services referrals in more detail at the Autumn 2 meeting to discuss which threshold NBIS should follow. The Headteacher is also compiling a behaviour case study to share with Governors at this meeting.

HT/Clerk

A joint NBIS/NBJS safeguarding working party has been set up with Lucy Wooten, the NBJS Chair, Mel, David and the NBIS Headteacher to discuss safeguarding issues related to our shared site following a parent jumping the fence between the infant and junior school sites when the gate was locked. The Health and Safety Governor asked to join this group to discuss health and safety issues related a shared site.

HT/JT

SEND

Q If the school employed more specialist staff would referrals to external agencies still be so high?

A The Headteacher explained that NBIS were hoping to join with other local schools to employ an Educational Psychologist (EP), Speech and Language Therapist (SALT) and Occupational Therapist (OT). However, with employing an EP, Hampshire had put restrictions on their EPs being able to take on private work in Hampshire schools so we would most likely look to employ a Southampton or Portsmouth Council EP.

Data

The Deputy Headteacher explained that Year 2 children accessed their Year 1 phonics screening in the Autumn term due to Covid, those that did not met the standard were screened again in the Summer term. The results of the phonics screening clearly shows the impact of our catch up programme. Recently the Headteacher, Deputy and English Lead from Romsey Secondary School visited to learn more about how phonics is taught in KS1.

It was noted that Year R data is strong.



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Racist Incidents Data

Tougher tracking is being introduced on CPOMs to include racial incidents and sexual behaviour. This will enable us to pull more accurate data from CPOMs.

5 **Membership issues**

Co-opted Governor Vacancies

An application was received from the parent of a new Year R child. The Headteacher circulated the application and gave Governors a summary of her conversation with the parent and their background. Governors voted in favour of appointing them as a Co-opted Governor.

Julia's term expires on the 20th September. It was agreed to appoint Julia to the other Co-opted Governor vacancy and advertise for a Parent Governor in September. Clerk to prepare relevant documents over the summer.

Clerk

Agree election arrangements for GB officers

Governors interested in the Chair or Vice Chair roles, or Committee Chair positions are to email the Clerk stating their interest before the start of the new term.

All

6 **Committee Updates:**

Resources Committee

At the last meeting the following was discussed:

- Nursery budget
- Holiday and Food Grant funding
- Safeguarding issues with NBS
- Budget – this has been updated to factor in staff who have taken on additional responsibilities. The closing balances from April are as follows:
 - Main budget - £51,253 (fifty one thousand, two hundred and fifty three pounds) deficit
 - Treetops - £80,589 (eighty thousand, five hundred and eighty nine pounds) surplus
 - Nursery - £21,855 (twenty one thousand, eight hundred and fifty five pounds) deficit
 - Overall - £7,481 (seven thousand, four hundred and eighty one pounds) surplus
- Gates now opening at 3.10pm.

Curriculum and Standards Committee

At the last meeting, the following matters were considered by Governors:

- Subject Leader presentations from Nikki Adimaly and Pete Stuart
- Data



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- Membership issues

7 Development and Training Governor Update

Value for Money

Governors agreed that the induction training for new Governors, complaints, Headteacher performance management training, as well as the webinars and whole governing body training made our subscription to Hampshire Governor Service’s good value for money.

The annual conference will be held on the 14th October. Jo is booked to attend.

JT

GB Development Plan

There has been no additional spending. The Development and Training Governor has issued the Development Plan and asked Governors to RAG rate it and return to her by the end of term.

All

Induction arrangements for new Governors

The Training and Development Governor asked anyone interested in supporting her with this to email her to enable the new Governors to have a buddy/mentor for the 1st 6 months in the role. The Deputy Headteacher suggested that there may be a crossover with the staff induction that may be able to be used for an induction for new Governors – to be discussed outside of the meeting.

All

DHT/JS

Headteacher’s Performance Management Panel

Mel has agreed to join this panel and complete the relevant training.

MW

8 Review of Policies

The Admissions Policy has been received from County and published on the school website with a note added to make it clear that the policy does not apply to the nursery.

9 Pupil Premium Resources Survey results

This was deferred to the Autumn 1 meeting in Beth’s absence.

Clerk/BW

10 White Paper

The Deputy Headteacher gave a presentation on the new White Paper. The main point is the intention for all schools to be in trusts or MATs by 2030.

Q What is the drive for this? Better outcomes for children ore financial savings?

A It is unclear.



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It was suggested that we initiate an open discussion with NBJS as the White Paper has been issued since we last discussed the strategic direction of NBIS with them, but it is noted that there are other options available too. The Deputy Headteacher will send links to the White Papers to Governors.

DHT

Jo and Becky left at this point in the meeting.

11 Plan and approve Capital Spend

The £2,000 (two thousand pounds) spent on a glass divider to enable the Business Manager to return to the School Office with some privacy from parents and visitors was approved at Resources.

12 Review child protection/Safeguarding arrangements

The Safeguarding Audit will be concluded in September.

13 Receive report from the designated teacher for Children in Care

Currently, there are no children in care attending NBIS.

14 Consider pupil premium, PE sport premium and SEN funding and the impact of this

This item was discussed at the last Resources Committee.

15 AOB

Well-being Survey

Although largely positive, there are some things to look at in more detail. This will be discussed at the Autumn 1 meeting.

Clerk

The chair thanked Governors for their contribution this year to improving the profile and value of the Governing Body.

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

Due to time constraints this item was not discussed.

NEXT MEETING – Thursday 29th September 2022, 5.15pm refreshments for a 5.30pm start