



School: Lawrence View Primary and Nursery School
Meeting title: Summer term meeting of the governing body
Date and time: Tuesday, 17 May 2022 at 4:00pm
Location: At the School / Virtual via MS Teams (hybrid)

Membership

'A' denotes absence

Mrs E McGrenaghan (headteacher)
Mrs L Lord
Mr D Hill (chair)
Mr S Ufton (attended virtually)
Mrs C Needham
A Mr L Johnson
A Mr C Blackburn (associate member)
Mrs T Christian (attending virtually)
A Mrs Z Battison
A Mrs J Smith (vice-chair)

In attendance Mr Liam Russell (clerk to the governors)

GB/18/22 Apologies for absence

Action

Apologies for absence were received from Mrs Battison, Mr Blackburn, and Mr Johnson, all due to work commitments.

Mr Ufton and Mrs Christian were attending the meeting virtually, also due to work commitments.

Mrs Smith was not at the meeting.

It was

resolved

that the governing body consent to these absences.

GB/19/22 Declaration of interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

GB/20/22 Review of membership and terms of office ending in the next 12 months

The clerk highlighted the following vacancies on the governing body:

- Three co-opted governor vacancies

The clerk brought to the attention of governors the following end of term of office:

- Mrs Christian, LA governor, term ends 21 January 2023.

GB/21/22 Approval of minutes of spring term meeting and any additional special governing body meetings

The minutes of the spring term meeting held on Tuesday, 18 January 2022 having been previously circulated were confirmed and signed by the chair.

There were no matters arising not covered by the agenda.

GB/22/22 Receipt of minutes and approval of policies from committees and working parties

The clerk explained that due to an IT issue, the minutes of the Business Committee held on 3 May were not yet available, but these will be delivered to **clerk** governors as soon as possible and will be considered at the Autumn term meeting.

Governors confirmed receipt of minutes of the Strategic Development Committee held on 8 March 2022.

Governor challenge: Attendance was around 90%, has that improved?

It is currently around 93%. Attendance has now also been impacted by Chicken Pox.

GB/23/22 Financial reporting

Schools Financial Value Standard (SFVS) 2021-2022 (deadline 31.03.22)

The SFVS has been submitted to the local authority and was approved by governors.

Approval of school budget (if not already agreed in actions from committees)

This was approved at the Business Committee on 3 May and was now ratified.

Governors consistent financial reporting out-turn statement including the intended use of balances (BO2) return

This was available for governors to review.

The headteacher and office manager have completed the BO2 return and a lot of the underspent has been committed to high-cost items such as outdoor play equipment, a trim rail, a new wall, outdoor musical instruments, and a willow tunnel, totalling around £30,000.

Governors **approved** the BO2 return.

The financial reporting out-turn statement (end of year financial statement) was approved.

A governor commented that the grounds are looking very good at present with the recent additions and is benefitting the children.

Approval of services for schools/review of contracts (if not already approved in spring term)

This was approved at the Business Committee and was now ratified.

GB/24/22 Summary of headteacher's report and governors' questions and challenge

The headteacher's report had been made available in advance of the meeting. Questions and challenges were invited from governors.

Governor challenge: Number on roll is down by four, what are the reasons?

There are some personal circumstances for the family contributing to this. There was one family who were upset with some actions by the school, however this has now been put right.

Governor challenge: There is a high number of children who are FSM and EAL. How does this compare with other schools locally?

We have around 50% on FSM which is significantly higher than national and has been the case for six years now. There has been an influx of children who have English as an additional language (EAL.) These children are settling in very easily and quickly picking up English. These figures are comparable with other schools for EAL but are higher than most local schools for FSM and SEND. The school strives to be inclusive for all. The additional financial support that FSM and EAL attracts also benefits other children, as we have a lower adult to child ratio.

Governor challenge: Do EAL children mean extra strain on resources?

It's not currently having a huge impact in school as we have always had additional staff to provide support. There is more impact where we have a EAL child with SEND.

Governor challenge: Suspensions for physical violence towards staff – how do staff react in this circumstance?

Two cases were against the headteacher, one against a class teacher, who was quite upset. The headteacher said that you just cope with it and move on, putting interventions in place to manage the situation. The bigger worry is impact on other children.

Governor challenge: How have last week's SATs gone?

The Y6 tests have been completed; it was hard work and a challenge for that cohort of children. The results are not yet known.

Governor challenge: Any issues on attendance during SATs?

There was one child who was ill but who has now been able to sit the tests.

The Education Improvement Advisor (EIA) has been in to visit the school and a full report is anticipated in due course.

However, of the preliminary findings there were lots of quick wins that have been addressed immediately. The key findings will be contained in the report and will be shared with governors once received.

The review of the School Improvement Plan was included in the report with an update on current progress made.

Governor challenge: The targets on the SIP are challenging, will we meet all targets? Not all targets will be met but all actions will take place. Curriculum is the area that there was some nervousness about but following the EIA visit there is much greater confidence in this area.

The headteacher was thanked for her comprehensive report.

GB/25/22 Safeguarding

There were no safeguarding issues to report.

GB/26/22 Update on appraisal process and wellbeing for headteacher and staff

Appraisals are in progress and will be completed by the end of term.

It was reported that the chair and headteacher discuss the wellbeing of the headteacher and staff regularly.

GB/27/22 Information from the Corporate Director for consideration and action

Promoting the Education of Children with a Social Worker

The clerk spoke to the report.

In September 2021, the DfE released non-statutory guidance to support Local Authorities and Virtual School Heads to take a strategic lead in promoting the education of children aged 0 up to 18 who have, or have previously had, a social worker. This guidance mirrors the role of the Designated Safeguarding Leads (DSL) as outlined in Keeping Children Safe in Education, 2021

On average, children with a social worker perform worse at every stage of education when compared to their peers. Children with a social worker are 2 to 4 times more likely to be permanently excluded from school than their peers and they are 3 times more likely to be persistently absent.

Designated Safeguarding Leads should take lead responsibility for promoting the educational outcomes of children who are known to have experienced welfare, safeguarding and child protection issues, including children with a social worker

A fact sheet and a short 10-minute presentation for governors on their responsibilities in relation to Looked after Children, is available on GovernorHub

Action for governors

Questions governors will want to ask:

- Do leaders know which children in school have or have previously had a social worker?
- What is the attendance, exclusion rate, academic progress and attainment for this cohort?
- How are the school maintaining a culture of high aspirations for this cohort?
- What provision is in place to support teaching staff to enable additional academic support or make reasonable adjustments to help children who have or have had a social worker reach their potential?
- How effective is the school's use of the Pupil Premium, Recovery Premium and School Led Tutoring funding in accelerating the progress of these cohorts of children?

Governors noted the report and discussed the packages of support available to all groups of children in school.

The headteacher confirmed that school has a list of all children who have access to social worker support and that this is updated regularly. There are a lot of interventions, both pastoral and academic, made available to this cohort.

GB/28/22 General Data Protection Regulations – report from the DPO/Information Governance Link Governor

There have not been any reported data breaches, and no subject access requests have been received.

The chair reminded governors of the principles of the GDPR regulations.

GB/29/22 Receive report from the Designated LAC teacher (presented at least once per year)

There are currently no LAC children at the school, however the necessary policies are in place should any LAC children enrol.

GB/30/22 Communication

From clerk - Governor Newsletter

The clerk spoke to the April 2022 Governor Newsletter, encouraging governors to read the newsletter and highlighting the following articles:

- HR Updates
- Safeguarding in Education News
- School closure procedures – updated NCC guidance
- The RPA scheme
- Government white papers on “Opportunity for All” and a SEND Green Paper
- Managing effective meetings
- News from the National Governance Association
- Message from the Chair of Nottinghamshire Association of Governors
- Get Information About Schools – recording governor information
- Top 10 tips to recruit new governors / Governor recruitment
- Governor learning and development

Governors were very pleased to note that Mr Hill had received an award for outstanding contribution to governance award for over fifty years of service as a governor!

The clerk highlighted the e-mail sent today to all heads and chairs of maintained schools by the local authority on future academisation. The headteacher and chair had received the e-mail and were aware.

GB/31/22 Approval of in-service training days (5) 2022-2023

INSET days have not yet been confirmed. However, these will be communicated to governors and parents / cares by the end of the Summer term.

GB/32/22 Review of delegation and organisation of committees:

Agree committee structure and membership of committees

It was agreed that there would continue to be a Business Committee and a Strategic Development Committee, and that all governors would be members of each.

Approval of scheme of delegation 2022/23

The clerk is to draft suggested updates to the scheme of delegation and provide to clerk the headteacher and chair for consideration at the Autumn term meeting.

Note annual planner 2022/23 to support agenda setting

The annual planner was noted.

Policy checklist 2022/23 – statutory policies for schools

The policy checklist was noted.

Review of and appointment to link governor roles

It was confirmed that all existing link governor appointments will remain as they are.

GB/33/22 Report from training co-ordinator of impact of training undertaken and review of governor training requirements (including safeguarding)

Mrs Needham has sent out an e-mail on governor training. There has been an improvement on the level of training reported by governors, but not all governors are yet reporting their training.

The e-mail circulated includes a link to how to log your training, and the remaining training courses available this academic year. Governors were encouraged to book and attend training courses regularly.

Safeguarding update training is taking place in school on 31 August and governors were invited to attend.

GB/3422 Review of governor monitoring visit reports – key actions for governing body

The following monitoring visits were reported:

- Mrs Needham has been to visit on geography,
- Mrs Needham to visit for a walk round on curriculum
- Mr Ufton has undertaken a science visit and an environment visit.

Mr Hill is to arrange a visit on Modern Foreign Languages.

GB/35/22 Evidence of governing body impact on school improvement and review of how the governing body has held the school's leaders to account

Governors have held school leaders to account through question and challenge at full governing body and committee meetings, during monitoring visits and in ad-hoc communications.

Governors have impacted upon school improvement through decisions and approvals relating to budgets and financial contracts and policies. Decisions have been taken on purchasing musical instruments, sports equipment, and supporting extra-curricular activities including the Young Voices concert.

GB/36/22 Confirmation of dates for 2022/23 – to be agreed at the meeting in conjunction with the clerk

The governing body

agreed

Autumn term 2022 – Tuesday 20th September 2022 at 4pm

Spring term 2023 – Tuesday 17th January 2023 at 4pm

Summer term 2023 – Tuesday 16th May 2023 at 4pm

Strategic Development Committee - Thursday 14 July at 4:00pm.

GB/37/22 Determination of confidentiality of business

It was

resolved

that all papers and reports be made available as necessary.

The meeting closed at 4:51pm.

Signed (chair) Date

