

MINUTES OF A MEETING OF THE FEDERATED GOVERNING BODY OF CHURCH HILL AND LOW HALL NURSERY SCHOOLS CHILDREN'S LEARNING AND DEVELOPMENT COMMITTEE HELD ON THURSDAY 7 MARCH 2019 AT 5.30 P.M. AT CHURCH HILL NURSERY SCHOOL

Present: Ms Sally Davey (Chair)-Co-opted Governor

Co-opted Governors

Ms Pauline France
Mrs Gail Allaway

Head Teacher

Mrs Helen Currie

Clerk to the Governors: Ms Caroline Russell

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
3.2.1.	Circulation of Documents: HC to circulate the School Effectiveness Form and School Improvement Plan	HC	Completed
3.2.2.	Safeguarding Audit: Ms Peacham to report to next FGB meeting	SP	Next FGB meeting
3.2.4.	School Self-Evaluation Process: HC/AE to allocate a day a term to review and collate evidence. Governors to copy AE into evidence from learning walks.	HC/AE	Ongoing
5.4.	Foci for Governor Visits: Agreed per minute.	FGB to nominate governors	Next FGB meeting
9.	Date and Time of Next Meeting: Monday 24 June 2019 5.30-6.30 pm. at Church Hill Nursery School. Draft agenda items per minute	All governors+ Governor Services to note	24-06-2019

1. WELCOME AND APOLOGIES FOR ABSENCE

1.1 Welcome

All were welcomed to the meeting.

1.2 Apologies for Absence

There were none.

1.3 Quorum

The Clerk confirmed that the meeting was quorate with 4 governors present.

Chair's Initials:

SD

2. **DECLARATIONS OF INTEREST**

2.1 Declarations of Interest in the Current Agenda Items

There were no declarations made pertaining to any of the agenda items for this meeting.

3. **MINUTES**

3.1 Minutes of the Committee Meeting Held on 15 November 2018

These were received and agreed to be an accurate record of the meeting. Ms Davey signed a copy of the minutes for retention by the school.

3.2. Matters Arising

3.2.1. Circulation of Documents

ACTION: HC to circulate the School Effectiveness Form and School Improvement Plan. (Completed).

3.2.2. Safeguarding Audit

ACTION: Ms Peacham has visited the school, reported including recommendations and will report to the next FGB meeting. The Early Years' safeguarding policy has been put on the federation website following authorisation by the chair of governors.

3.2.3. Food Policy

Recent training was provided by HENRY (Health, Exercise and Nutrition Really Young) at Low Hall Nursery School.

3.2.4. Schools' Self-Evaluation Process

HC reported that she will update re recent numbers. In discussion, HC indicated that the Schools are developing an evidence folder referenced to the OFSTED inspection criteria for 'outstanding' schools and that evidence from governor learning walks for inclusion in this would be welcome.

ACTIONS: HC/AE will allocate a day a term to review and collate evidence. Governors to copy AE into reports arising from learning walks.

4. **POLICY REVIEW, PUBLICATION AND IMPLEMENTATION (STANDING ITEM)**

4.1. Educational Visits Policy

EVOLVE training has been attended by a teacher with risk assessment templates adapted to include a comment for children with medical needs and or Education and Health Care plans together with an insert re emergency procedures. This has been signed by the chair of governors.

5. **CHILDREN'S LEARNING AND DEVELOPMENT**

5.1. Early Child Environmental Ratings (ECERS)

This evaluation process has been conducted in 35 area including environment, health and safety and display. Church Hill and Low Hall Nursery Schools scored 6.2 and 6.4 respectively and now have action plans to implement with priorities including number, food, health and hygiene. The snack table is being developed at CHNS and the School Improvement Partner has agreed to look for evidence of ECKERS impact (technology at CHNS and number at LHNS).

5.2. Tales Toolkit

Staff on both sites have participated in peer observations re this.

5.3. Infant and Toddlers Environmental Rating (ITTERS)

This is being used to evaluate whether the environment provided for 2 year olds meets toddlers' needs.

5.4. Foci for Governors' Visits

ACTIONS:

- Governors will review an aspect of active learning and exploratory play early next term with an emphasis on creativity and critical thinking.
- Ms Davey will visit re special educational needs and disability this term.

6. CHILDREN'S WELL BEING AND INVOLVEMENT

- 6.1. A learning walk was conducted by Mesdames France and Davey. They discussed Use of the Tales Toolkit with non-verbal children and considered how to write a succinct case study up to 2 sides of A4 re future highlighted children and or needs.
- 6.2. Safeguarding: Mrs Peacham visited and will report to the next full Governing Body Meeting. A recent safeguarding audit was upgraded by the Local Authority Designated Officer to 'outstanding'. Some actions arising were noted and discussed including reporting a child death, and annual safeguarding training for governors (the School is buying from The Key with the objective of completing this by the end of the school year).

7. LEADERSHIP AND MANAGEMENT

7.1. School Development Plan Update

The majority of governors have now received safeguarding training. Data is being input and tracked via INSIGHT.

7.2. Working Partnerships

7.2.1. Intergenerational Project with Waltham Forest

This is ongoing to include children visiting an old people's home.

7.2.2. East London Early Years Partnership

This meets to review the federation Schools' Development Plan.

7.2.3. LBWF Mayors' Early Years' Conference

This was useful. HC reported regarding possible payment by LBWF of a fee of £50,000 to run systems led training. This was welcomed as a recognition of the federation schools as centres of good practice in the borough.

7.2.4. Other Initiatives

These were reported by HC re transient art, Forest School, use of Early Years' Pupil Premium funding at Low Hall Nursery School, development of an Early Years' E17 art trail Wonder with Light (displays in both lobbies), clay week to make a life sized cat, work with a music practitioner in the summer term and making gollums/monsters..

8. EQUALITY OBJECTIVES

- 8.1. These were noted in relation to encouraging families to use the opportunities that living in London presents and encouraging school readiness (ongoing with parents especially of children with special educational needs).

8.2. Listening Week

Listening Week on the federation website is based on communication.

8.3. Use of School App

This was noted.

8.4. Applications by Children with Special Educational Needs and Disabilities to Mainstream Schools

This was discussed, noting that some schools may be reluctant to accept children with multiple difficulties.

8.5. Eco School Update

HC reported that recycling bins have been ordered and are now in use at LHNS to improve waste management. Eco-friendly products are ordered and children taken to markets to model use of money and purchase of fresh food. A future governor learning walk could focus on the eco school initiative.

9. **DATE AND AGENDA ITEMS FOR THE NEXT MEETING**

9.1 Date and Time of Next Meeting

Monday 24 June 2019 5.30-6.30 p.m. at Church Hill Nursery School.

9.2 Agenda Items:

- Welcome and apologies for absence.
- Declarations of interest.
- Minutes and matters arising from the last meeting held on 7 March 2019.
- Policy Review, Publication and Implementation.
- Children's Learning and Development.
- Children's Well Being and Involvement.
- Leadership and Management.
- Date and time of next meeting + draft agenda items.
- Any other business.

10. **ANY OTHER BUSINESS**

There was none.

The meeting closed at 6.45 p.m.

Chair: Sally Davey (print)

..... Sally Davey (sign)

Date: 24/06/2019

Chair's Initials: SD
