

**MINUTES OF A MEETING OF THE FANS (FOREST ALLIANCE OF NURSERY
SCHOOLS-CHURCH HILL AND LOW HALL NURSERY SCHOOLS)
CHILDREN’S LEARNING AND DEVELOPMENT COMMITTEE
HELD ON THURSDAY 29 SEPTEMBER 2025 AT 4.45 P.M. VIRTUALLY**

Present: Sally Davey (Chair)	Co-opted Governor
Helen Currie	Head Teacher
Lindsey Read	Staff Governor
Abrar Malik	Chair of Governors

Clerk to the Committee: Jacky Potts

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
3.	Governor Services to note the election of Chair and Vice Chair	Governor Services	
4.2.2	To arrange for the next FGB meeting to be held in person in order to consider Statement and Values	AM	9 October 2025
5.	AGREED: The Chair signed the SEND Report		
7.	AGREED: Governors ratified the following policies: <ul style="list-style-type: none"> • Attendance • Communication • Food Policy • Intimate Care • Sleep • Volunteering • Teaching and learning/sex and relationships education 		
8.1	School to introduce a cooker project to support maths		
9	Date and Time of Next Meeting:	Schools/GS	Ongoing

1. WELCOME AND APOLOGIES FOR ABSENCE:

- 1.1 There were no apologies for absence.
- 1.2 There were no apologies for absence not accepted
- 1.3 The Clerk confirmed the meeting was quorate with 4 governors present.

2. DECLARATIONS OF INTEREST: There were no declarations of interest in any of the following agenda items.

3. ELECTION OF CHAIR AND VICE CHAIR

- 3.1 The Clerk invited nominations for the position of Chair. Sally Davey was nominated and unanimously voted as Chair of the Committee for the academic year 2025/26.

- 3.2 Nominations for the position of Vice Chair were invited. Abrar Malik was nominated and unanimously voted as Vice Chair of the Committee for the academic year 2025/26.

ACTION: Governor Services to note the election of Chair and Vice Chair.

4. **MINUTES:**

4.1. Minutes of the Last Meeting Held on 12 June 2025:

Governors received the minutes of the last meeting on the 12 June 2025 and agreed these were accurate. The Chair to sign on GovernorHub.

4.2 Matters Arising:

4.2.1 Item 5 – Learning Walk. Completed. See agenda item below.

4.2.2 Item 6 - Statement and Values - It was felt that as this item would be difficult to share on line, the next meeting of the FGB should be held in person.

ACTION: AM to circulate a message to determine if the next FGB meeting on the 9 October could be held in person.

4.2.3 Correction to the Item 6 of the previous minutes – SD to send to Clerk.

5. **SEND LEARNING WALK**

SD reported back on her Learning Walk which was carried out with the two SENDCos. She highlighted the following:

- Good professional relationships which support children coming into FANS nursery such as speech and language therapy, needs of children are known before coming into the nursery
- Both SENDCos are confident and incredibly skilled
- Careful and mindful of taking families with them and empowering families.
- Safeguarding is manageable in comparison to last year
- Work life balance can be affected if work is not staggered
- Request for more SEND coffee mornings, to include key workers
- Would welcome opportunities to visit other settings and talk to others about complex family cases
- Support in schools meant everything was done to support families above and beyond.
- Overall a very positive visit

AGREED: SD had signed and ratified the SEND Report

6. **START OF YEAR REPORT**

6.1 Church Hill Nursery School

HC advised governors of the following:

- low on numbers
- Two private settings opened near to setting which takes babies and all year round.
- May consider taking more 2 years olds mid year
- 40 children for lunch
- SIP to carry out a Learning Walk next week with a view point of 2 year olds, considering lunch and sleep, with a view to how we can offer all year round provision.
- 1 LAC

6.2 Low Hall Nursery School

- Currently full due to the increase in 2 year olds. Reduced 3 year old headcount from 39 to 26 and increased 2 year olds from 15 – 20
- Learning Walk today with SIP, and will be inviting governors to attend learning walk at each school.
- SIP noted at Low Hall how incredibly settled the 2 year olds were at just two weeks into the start of term and this reflected the cultures at both schools of settling partnerships with parents and reflected a safe space to be.
- Buildings are working well for 2 year olds, ensuring they have a calm space to enter and a calm place to sleep.
- Had to adapt thinking around focussed activities for 2 year olds, supported interaction and supporting with their well being. SIP of the view that they will be ready for more formal activities later in the year.
- Extended provision 8-6pm
- Adapt playscheme to 2-6 year olds.
- Increased SEND children at both schools, but it feels calmer at Low Hall
- 2 children with medical needs/social services input and 1 special guardianship

7. **POLICIES IN PRACTICE AND LINK VISIT SCHEDULE**

- 7.1 Attendance – will be creating an attendance plan which will be formalised to involve the admin team. Very little change apart from 2yo being 30 hours.
- 7.2 Communications – no further changes
- 7.3 Food Policy – no changes, but statutory changes for Early Years for food has just been published. If the policy needs to be amended in order to adapt to any dramatic differences, this can be dealt with via Chairs Action. Governors noted that the apprentice will receive paediatric training in October in order to comply with the policy.
- 7.4 Intimate Care – no changes
- 7.5 SEND Report – comparable and meets proforma
- 7.6 Sleep Policy – no changes and all staff are following the policy.
- 7.7 Volunteering policy – photos are displayed. There are no changes to how volunteers are checked and DBS'd.
- 7.8 Register of Interest/FANS Compliance/Declarations – HC confirmed that the DBS for Austin Ventour but needed to be updated on GovernorHub. All Governors were reminded to reaffirm their declarations on GovernorHub prior to next FGB.
ACTION: All Governors
- 7.9 Values and languages used are portrayed in all policies. Governors noted that Alison Emmett had been working hard on simplifying all the language in the policies, particularly the Charging Policy.
- 7.10 Teaching and Learning Policy/Sex and Relationships Education – has not changed, but has been simplified language-wise.
- 7.11 Report from SEND/PSED Autumn link visits – Covered under item 5. SD to discuss with HC about next visit
- 7.12 Parents Charter in Practice – no further discussion took place, as this is continually discussed.
- 7.13 Food Policy – covered under item 7.3
AGREED: Governors **RATIFIED** all the policies

8. **CHILDRENS LEARNING AND DEVELOPMENT**

8.1 Teaching and assessment and learning matters

LR updated governors on the assessments for both schools. Governors noted that the part time children did not do as well as full time children and discussed the targeting of more maths activities on Dojo, such as the recipe kits which could be

funded from pupil premium. Governors suggested adding a small maths activity in Storytime.

Q. Do you know if the children make the recipes at home?

A. We used this more in lockdown, but we could add photos to the children's profile. We could go back to using this.

Q. How many of part time children were EYPP?

A. Figures were not to hand. It was suggested that some of the funding could go towards making up food bags.

ACTION: School to introduce a cookery project

Abs left at 17.30

8.2 SEND Reports to Governors.

Reports from Church Hill and Low Hall were now both available on GovernorHub. The reports had been written following the new framework and based on the Key. They were concise, focussed and easy to read. It was felt that the offers were fantastic and clear for families. Governors thanked the SENDCos for producing these.

HC advised that she was rewriting the SEF in line with new Ofsted framework which has six parts, one of which is Inclusion. She will be adding links to those reports. The school had been recommended to become a flagship school, following the IQM Inclusive School Award.

8.3 Children's Outcomes - covered above.

8.4 Child's Voice – Tales Toolkit

This was established and well used by children. Education Endowment Fund are interested in the settings and how they have written the curriculum and have asked if the school can trial a parents toolkit.

9. CHILDREN'S BEHAVIOUR, WELLBEING AND INVOLVEMENT

9.1 SEND Offer and Learning Walk – SD confirmed she had delivered supervision which was successful and reflected the way SENDCos were reporting on SEND offer. Next Learning Walk to be undertaken with SIP.

9.2 Safeguarding matters – It was noted that the SENDCos felt this was more manageable.

Q. What was Safeguarding looking like at the beginning of the academic year?

A. Have handed over all files and Mark Brown is undertaking a Safeguarding Walk at Churchill to check the site and Central Record. Overall it is quieter, but we have some larger cases to manage.

10. DIFFERENT BUT EQUAL: EQUALITY & INCLUSION/SEND CODE OF PRACTICE EQUALITIES OBJECTIVES REVIEW

10.1 HC advised governors of the following:

- The school continue to work towards the SEND Code of Practice. Some recent challenges have been made to the LA.
- Regularly asked to have children from different services. Governors were updated on a child at Church Hill.
- High number of children at Low Hall, 7 in morning and 4 in the afternoon. Supporting roughly the same number of children at both schools.

10.2 A number of children at Low Hall have not returned due to relocation by Housing.

- 10.3 Equality Objectives – The school continue to work to include families in the five pillars of wellbeing - getting together; giving; learning and being active are the ones focussed on. Will continue with cake sales, coffee mornings, and planning for another sports day. Governors were updated on the Forest School initiative with Waltham Forest School for Girls and Kelmscott.
- 10.4 Quality objectives are supporting families with their well being to help them access services within the borough and education. These sit within the Service Improvement Plan.

11. LEADERSHIP AND MANAGEMENT

- 11.1 Education Leadership matters for two year old provision and 30 hour changes
Governors noted that the school were going to apply for £150k funding for Church Hill for an extension to the sleep room.
- 11.2 HC advised that she had recently attended a Heads Conference and a Coach from Tower Hamlets is piloting a free leadership course, which would support SLT and Level 3s. Governors noted the roles of both HC and LR at a number of external forums which were having an impact both locally and nationally.
- 11.3 Leading on Resource Development and Curriculum Related changes
5th draft of Curriculum Book to be published in January 2026, ready for Inset Day, with non-speaking statements to outline how children with special needs access the curriculum equally with those children who can speak. IQM Inspector wanted the school to sell it, but governors noted that HC was not keen to sell a curriculum without mentoring support, but she would be open to assisting other schools to write their curriculum. The draft has been shared with Whitefields to seek their advice on the purple column. They recommended only minor amendments.

Governors noted that the draft had not been shared with families as yet, but feedback could be sought at coffee mornings before final publishing.

- 11.4 Early Education networks and organisations
- Repeating training again for Creativity for WF, dates to be arranged.
 - Consider volunteering a SENDCo session every half term, for practitioners to gain advice
 - Further consideration as to networking and sharing practice – how can it benefit others locally.
 - Governors discussed possible offering of ITERS and ECERS to private settings in the borough

12. DATE AND TIME OF NEXT MEETING:

- 12.1 Updated ToR going to full governors, which will impact CLD meetings.
Meeting in person to discuss Values to be discussed at next FGB meeting 9 October.

12.2 Next meeting 12 February at 4.45pm

- 12.3 Agenda Items
- Assessments from Autumn Term,
 - Feedback on maths focus,
 - Update on 2yo playscheme provision.
 - Feedback on SEND Learning Walk – ITAs for 2 year olds, Impact of SHREC. SD to discuss date and time with Helen.

The meeting closed at 6.00 p.m.