

**MINUTES OF A MEETING OF THE FOREST ALLIANCE OF NURSERY SCHOOLS
(FANS) GOVERNING BODY FOR CHURCH HILL AND NURSERY SCHOOLS HELD ON
TUESDAY 1 MARCH 2022 AT 6.00 P.M. VIRTUALLY**

Present: Ms Pauline France (Chair)-Local Authority Governor (PF)

Co-opted Governors

Ms Sally Davey (SD)
Mr Peter Dawe (PD)
Mr Mark Brown (MB)
Mr Abrar Malik (AM)

Head Teacher

Ms Helen Currie (HC)

Parent Governors

Ms Aalia Chaudhary (AC)

Staff Governor

Ms Lindsay Read (LR)

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
3.1.	Governing Body Membership: Actions per minute re terms of office, committee memberships and email contact address	Governor Services	As soon as possible
4.3.	Invitation to new Portfolio Lead and Director of Schools and Systems Leadership to visit the Schools	HC/PF	As soon as possible
4.5.	Access and Site Security at LHNS: Actions per minute	HC/PF/MB Clerk	As soon as possible
6.3.	Governor Training re Finance: HC/PF to liaise re dates	HC/PF	Ongoing
7	Policies: AGREED re admissions and children with medical conditions.	All AGREED	Completed
8	Date and Time of Summer Term FGB Meeting: Tuesday 10 May 2022-6pm-Virtual.	Schools+ Governor Services	10-05-2022

1. WELCOME AND APOLOGIES FOR ABSENCE

1.1 Welcome

All were welcomed to the meeting by the Chair with thanks for their commitment,

Chair's Initials:

time and resilience during a very challenging term. She valued how much governors supported the schools' leadership and responded immediately to on-line communications. Governors have found ways of learning about the high quality of education in both schools, whilst juggling with the demands of their own work and family lives during the pandemic.

She reported on her (virtual) attendance at LBWF's Annual Conference for schools and how the new portfolio lead for Children and Young People, Mr Alistair Strathern had spoken on the council's priorities. She reported that he had stressed the importance of lobbying in order to achieve the Council's aim for A Fair Deal for All. It was important to lobby for fairness and equality where there is disparity between London Boroughs, for instance in relation to Health and hospitals, police numbers and in educational funding such as London weighting. He stated that disparity is evident in the underfunding of LBWF's maintained nursery schools. The recognition of this issue by a councillor was welcomed by all as of longstanding concern to the Governing Body.

1.2 Apologies for Absence

Apologies were received from Katy Thompson.

1.3 Quorum

The meeting was quorate with 8 governors present.

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. GOVERNING BODY

3.1. Governing Body Membership and Current Vacancies

ACTIONS:

- Governor Services to check the reporting of ends of terms of office of Ms Aalia Chaudhary and Ms Katy Thompson and to reactivate access by Mr Abrar Malik (email contact advised in minutes email) and Ms Katy Thompson to Governor Hub. Add Ms Aalia Chaudhary to the membership of FPP committee.
- Sally Davey and Jana Mills asked to consider whether they wish to be re-co-opted for a further 4 year term of office.

4. MINUTES

4.1. Minutes of the Governing Body Meetings Held on 16/11/2021 and 30/11/2021

These were received and accepted subject to delete duplication in 1.1 and to note the addition of Aalia to the Finance, Pay and Personnel Committee. Delete reference to last day of summer term re the additional bank holiday for the Queen's Platinum Jubilee. The minutes were considered signed, e-copies to be retained by the School and Governor Services.

4.2. Matter Arising

4.2.1. Video Footage of LHNS

HC noted that parents are now visiting LHNS again so this will not be needed.

4.3. Verbal Report from Finance, Pay and Personnel Committee-Peter Dawes

PD indicated that this committee met on 02-02-2022. Budget monitoring had been completed with challenges identified re numbers on roll, noted that rates are to be

reimbursed by the LA for this year (after agreement by Schools' Forum), high staff absence costs due to COVID were noted together with underfunding of the nursery schools compared to other London boroughs and nationally. The Schools will have balanced budgets this year but this has been achieved by use of reserves and cross subsidy from Church Hill to Low Hall re recharge of the costs of leadership and administration. There has been an increase in children with special educational needs and disabilities with some additional funding received for this. At CHNS 8 children taking packed lunches have been accommodated pending building improvements. Problems re numbers at LHNS were noted with HC and HR working on a business plan to highlight the specialisms and unique selling points of the federation's schools. Staff well-being is of concern in the context of a situation in which health and financial risks have increased. The Schools' Financial Value Standard return will be completed for return by 31-03-2022, policies have been reviewed and the Head Teacher's interim performance management review deferred to 29-03-2022. Governors noted that they are appreciative of the goodwill shown by the LA in respect of reimbursement of rates and top-ups to hourly funding rates for 2 and 3 year olds.

ACTION: HC and PF to invite the new portfolio lead and incoming director of schools and systems leadership to visit the Schools.

4.4. Verbal Report from Children's Learning and Development Committee 21-02-2022- Sally Davey

SD reported that the next learning walk has been rearranged for 10-03-2022 with LM, School Improvement Partner. The meeting had discussed policies, booklets and a proposed visit to the Ronald Openshaw Nursery and Early Years Centre in LB Newham. Curriculum goals had been discussed including the possibility of generating income from curriculum documentation. Also discussed were Tales Toolkit, the SEND offer (displayed on website), use of My Concern and equality objectives. Leadership and management training has included re provision for 2 year olds. The inadequacy of the resource budget was noted with exchange of resources between schools to be considered. The federation is also significantly involved in early years' networks with discussion re curricular goals, delivery, success criteria, two year old provision, and oracy and language development. PF noted LA discussions re OFSTED inspections locally and stressed the importance of the federation promoting what it does well including re well being.

4.5. Verbal Report from Premises Committee Meeting Held on 25-02-2022

This met and noted that MB had visited CHNS in December to review various premises issues including flooring and leaky windows. The long-standing issue of the adequacy and safety of the access gate and security lighting at LHNS was discussed noting that the current occupancy of the adjacent Ferguson Centre is ending. Concern was expressed about the future safety of the Nursery School site given the past history of its use by homeless people and others with vulnerabilities and lifestyle issues. The federation's executive head teacher and chair of governors would welcome contact from LBWF members and officers to review this situation.

ACTIONS:

-HC/PF/MB to make representation to LBWF portfolio lead Children and Young People and incoming Director of Schools and Systems Leadership and constituency MP Stella Creasy.

-Minute extract to be copied to Rob Miller, LBWF Head of School Delivery, Capital and Economic Growth.

5. INFORMATION SHARING

5.1. Head Teacher's Report-Prior E-Circulated and on GovernorHub

5.1.1. This was received noting numbers on roll including re SEND, Education and Health Care Plans, Early Years and Pupil Premium funding. HC noted that the household income threshold for free two year old provision and free school meals has now reduced to £7,500 p.a. noting that the Schools still have a high number of low income families but reduced numbers receiving pupil premium funding.

5.1.2. HR will circulate information regarding the numbers of sessional hours attended at both schools. A staff departure was noted with sincere thanks to Lindsay Read for her efforts last term re staff absences. It is hoped that these difficulties will reduce as restrictions ease. HC noted here that the nurseries are schools and that adequate staffing and leadership is needed in order to staff the schools safely. The current COVID situation was noted including re non-vaccinated staff.

5.1.3. Curriculum Goals

These have been created, staff have been trained and parents are aware that a progressive curriculum is being taught with next steps identified. It was noted that the schools have done ECCERS monitoring, Book Looks with good evidence seen of curriculum goals and areas of learning. Statutory Early Years guidance will be reviewed also.

Use of the Tales Toolkit is now well embedded in the curriculum for 2 and 3 year olds with good evidence seen re oracy and children's personal and social development. Good practice is shared in the We Play project with other settings.

5.1.4. Assessment

There has been use of pupil voice in assessment in relation to curriculum goals with parents' meetings to be held by the end of March.

5.1.5. Supervision for Staff

This has been limited by senior staff absence and reduction in staff meeting time but early years' practitioners are to meet with HC termly.

Curriculum goals are being developed including for 2 year olds and policies are to be developed re staff well-being, stress management and menopause and peri-menopause. Every effort is being made to reduce staff workload re assessment.

5.1.6. Application for SEND Quality Mark

This is to be arranged from September 2022 in recognition of good practice in the federation and as a possible vehicle for additional funding and noting that this provision is an LA priority.

5.2. Budget Update

. Noted at minute 4.3 above.

5.3. Chair's Action

Noted at minute 1 above.

6. STRATEGIC INTENTS AND SCHOOL DEVELOPMENT PLAN REVIEW CYCLE 2021-2022

6.1. Federation Priorities

These were noted re safeguarding, SEND, development of staff, promotion of staff

well-being, development of the Early Years curriculum and maintenance of financial sustainability.

6.2. Federation Policy Review Cycle and Updates

This was noted.

6.3. Governor Training Programme

This was noted re safeguarding responsibilities, child protection requirements and COVID. LA support is needed re maintenance of safe sites and buildings. PD reported that he had attended training an online training session on the School's Financial Value Standard return.

ACTION: HC/PF to liaise re dates for finance training.

7. **POLICY REVIEW**

Policies have been **AGREED** in relation to admissions and children with medical conditions.

8. **DATE AND TIME OF NEXT MEETING**

Tuesday 10 May 2022-6pm-Virtual.

9. **ANY OTHER BUSINESS**

Minuted as confidential under separate cover re confidential minutes and matters arising, term time support staff contracts (Lindsay Read left the meeting for consideration of these items on grounds of confidentiality).

The meeting closed at 8.00 p.m.