

Brougham Street Nursery School Governing Body

Minutes of Meeting of the Full Governing Body

Date and Time: Tuesday 25th April 2023 at 6.00pm
Location: BSNS

Present:

Michael Pettavel, Alison Stewart, Katherine Sandercock, Daisy Cairns, and Ann-Marie Merifield.
Karen Taylor FMS team.

Clerk: Sallie Lloyd

1. Opening:

In the absence of the Chair and Vice chair, Katherine Sandercock opened the meeting of the Brougham Street Nursery School Governing Body at 6.00pm on 25th April 2023

2. Apologies for Absence:

Ian Turvey, Charlotte Robson and Gillian Robinson. Reasons for absence were consented. It was noted that an oversight had occurred, and Gillian Robinson had not been invited to the meeting.

3. Declarations of interest:

None

4. Identification of confidential items:

Item 10 and item 14 have been recorded in the confidential minutes file.

5. Identification of urgent items to be included:

Michael informed the governing body members that he had received a confidential parental request. The chair agreed to include this for discussion during item 14.

6. Approval of Minutes from 21st February 2023 and 27th March 2023:

The minutes of the meeting held on 21st February 2023 and 27th March 2023 were unanimously approved as a correct record of those meetings. Chair has signed a copy for the record. These minutes can be published onto the school website.

ACTION SCHOOL OFFICE

7. Matters arising not covered elsewhere:

None

8. Governor compliance, training and development:

There are currently 2 vacancies on the governing body.

- LA governor.
- Parent governor.

The school office will advertise again for a parent governor.

ACTION SCHOOL OFFICE

The Clerk advised the governing body that the application made by Ian Turvey to be appointed to LA governor, has not yet been processed. NYC governance require an online application from Ian.

ACTION IAN TURVEY

Michael Pettavel nominated Anne-Marie Merifield as Vice Chair. This nomination was seconded by Katherine Sandercock. All governors present approved the appointment by show of hands. Anne-Marie Merifield is duly elected as Vice Chair for a two year term.

Other board members currently feel that they have insufficient time to take on the role of Chair or Vice Chair. The Vice Chairman role gives the holder an opportunity to learn the Chairman role, with support. Governors are mindful that they need to be aware of succession planning. Katherine Sandercock expressed an interest in shadowing the lead roles to feel confident for future leadership vacancies.

9. Governor Visits

Anne-Marie has completed a visit focussed on SEN and inclusion. She was able to see clear evidence of the interventions necessary to support some of the pupils. She was impressed by the focussed target setting and planning that staff undertake to ensure all pupils access the curriculum, are safe and happy and achieve their best.

Charlotte Robson has completed a visit with a safeguarding focus. She looked at the wide reaching school systems that keep pupils safe. These included staff training records, H&S, Site management as well as the CPOMS system for recording child protection concerns. Charlotte completed the safeguarding audit with members of the leadership team.

Katherine will book a visit before the next meeting.

10. Budget Monitoring and Sustainability:

Details of this item are recorded in the confidential minutes folder.

11. Nursery School Development Plan:

Performance management of senior staff has been completed jointly by Michael and Alison. It was identified that teams of staff need regular times to meet and work together on profession development and the development of their professional practice, which in turn improves the setting.

Q. Is it possible for a staff member to attend the next governors meeting and provide a real lived example of a "day in the life of a child at nursery"?

A. Alison agreed to invite members of the teaching team to the next meeting to present on this.

Q. Do you do Schema planning?

A. All staff are aware of schemas, as they are a component of the childcare qualification curriculum. Staff integrate their knowledge without focusing all planning on schemas, rather they act as a reference point within a whole methodology (or Patchwork Pedagogy).

12. Safeguarding, Premises, and Health and Safety:

It was reported that the Safeguarding Audit had been completed and submitted in accordance with NYC procedures. The governing body were disappointed to learn of system glitches that rendered the spreadsheet unsatisfactory and urged school to provide feedback to that effect.

ACTION ALISON STEWART

Fire Risk Assessment has been completed.

Fire evacuation drill has been carried out.

Michael gave a report on the numbers of children and families currently open to Social Care and Early help.

There has been an increased need for food bank referrals. The Skipton food bank is now part of the Trussell Trust.

13. Effectiveness of meeting: What impact has this meeting had on the staff and pupils at our Nursery?

- Governors have been able to reflect on the balance between children with complex needs and mainstream places. Delivering a quality curriculum for all remains central.
- Governors have renewed their commitment to staff quality, retention, and morale by budgeting for staff training despite financial pressures.
- Governors are clear and focussed on the responsibility the Education Authority has to plan and strategise for children with SEN. They acknowledge their role to continually remind the LA of what the nursery requires to meet the needs of pupils.

14. Any Other Business previously identified:

Details of this item are recorded in the confidential minutes folder.

15. Date for next meeting of Full Governing Body:

The proposed dates for forthcoming meetings are:

Tuesday 6th June 2023 - 6pm at Nursery

Tuesday 11th July 2023 - 6pm at Nursery

The acting chair declared the meeting closed at 8:10pm