

Brougham Street Nursery School Governing Body

Minutes of Meeting of the Full Governing Body

Date and Time: Tuesday 29th November 2022 at 6.00pm
Location: BSNS

Present:

Michael Pettavel, Alison Stewart, Ian Turvey, Katherine Sandercock, Daisy Cairns and Ann-Marie Merifield

Clerk: Sallie Wareham

1. Opening:

Ian Turvey opened the meeting of the Brougham Street Nursery School Governing Body at 6.00pm on 29th November 2022

2. Apologies for Absence:

Jennifer Dean and Charlotte Robson

3. Declarations of interest:

None

4. Identification of confidential items:

None

5. Identification of urgent items to be included:

None

6. Approval of Minutes from 4th October 2022:

The minutes of the meeting held on 4th October 2022 were unanimously approved as a correct record of that meeting. 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:

Governors were invited to attend two Christmas events; Alison Stewart will circulate the dates and times for "Jingle Mingle" and the puppet show.

ACTION ALISON STEWART

8. Governor compliance, training and development

Governors reluctantly received the resignation of Jonathan Carter from the governing body. Jonathan has been a committed and enthusiastic parent governor for 3 years, the governors all thanked him for his service.

The School office will make necessary arrangements to advertise for a new parent governor in January 2022

ACTION SCHOOL OFFICE

Ian Turvey was appointed as Safeguarding governor.

There is current a vacancy on the Governing body for a Local Authority governor. There were no updates on Ian Turvey's application.

Katherine Sandercock has completed induction training

9. Budget Monitoring and Sustainability:

Governors received the monitoring statements and a final draft of the revised budget for approval.

Governors considered the three year budget forecast, which is showing considerable shortfall in all years. Whilst there might be mitigating circumstances which may impact positively on the budget in the current and coming years, the governors understand there will be a need for extensive cost savings.

Governors acknowledged that the budget includes a significant number of estimates and omissions, which have not yet been confirmed at County level. This uncertainty at budget approval time is a significant hindrance to effective governance and the governing body resolved to invite a representative from the NYCC senior finance team to meet with them and talk about support available and the inadequacy of funding provision.

With discussions concluded, governors unanimously approved the three-year budget which will be sent to NYCC by the deadline of 31.12.2022. **ACTION RACHEL RICHARDSON**

Governors ratified the decision made in between meetings regarding the fee increase of 12% to take effect on 1st January 2023. A letter has been sent to parents, confirming the new fee structure.

10. Nursery School Development Plan

Michael Pettavel provided a brief overview of the Nursery self-evaluation and the school development plan.

Governors were urged to visit the setting and find evidence to support the claims made in the self-evaluation.

Q. During interactions between children, when should staff intervene and when should they let the child(ren) work it out?

A. Staff at the setting are experienced and confident in knowing when to engage and when to stand back. Staff know the children well and these close relationships make these judgements easier.

Q. Has the nursery received any feedback from receiving primary schools regarding learning that takes place at Brougham street?

A. Yes, positive anecdotal feedback

11. Learning Stories

An update on how staff use learning stories was covered in the previous agenda item.

12. Quick reference guides for Governors

Michael Pettavel shared a briefing paper which included guidance to support governors when answering questions from Ofsted. The Vision and Ethos of the nursery were discussed and the fundamental principle of an inclusive learning community is at the heart of the setting.

13. Safeguarding

Q. How do staff decide what to record on CPOMS? Is it consistent across the setting?

A. Staff have all had training on safeguarding and CPOMS. The culture among the staff team is to record every concern, no matter how small. If unsure, staff are encouraged to log it. Managers receive the reports as alerts and the confirm that all staff are using CPOMS consistently.

14. Premises, Health and Safety

The HANDS team have completed a visit to review paperwork, policies and to walk the site. Jenny Dean joined the visit and her report will be available on TEAMS in due course. A small number of minor issues were noted and the full report will be shared once it is received.

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

- Governors have increased their knowledge of the curriculum and learning journeys.
- Governors have sharpened their understanding of the requirements of Ofsted

16. Any Other Business previously identified:

None

17. Date for next meeting of Full Governing Body:

The proposed dates for forthcoming meetings are:

Tuesday 21st February 2023 – 6pm at Nursery

Tuesday 18th April 2023 - 6pm at Nursery

Tuesday 6th June 2023 - 6pm at Nursery

Tuesday 11th July 2023 - 6pm at Nursery

The Chair declared the meeting closed at 8.23pm