

Minutes
Nightingale Community Academy Local Governing Body (LGB) meeting
held on Tuesday 18 June at 4.30pm

Present: Barbara McIntosh (BM) [Chair]
Andre Bailey (AB) [Principal]
Laurie Cornwell (LC)
Anne Murphy (AM)
Peter Truesdale (PT)
Shamani Wathsala (SW)

Also present: Gaynor Barnard (GB) [Staff Governor Designate]
Angela Morrison (AM) [Parent Governor Designate]
Alison McNulty [Assistant Principal, Head of Curriculum] (AMc)
Sharyn Purewal (SP) [OHCAT Management Accountant]
Susanne Wicks [Clerk]

1. Welcome and Introductions

BM welcomed all present and everyone introduced themselves.

2. Apologies for Absence

Apologies were received from Kaye Woodcock.

3. Declarations of Interest

No declarations were made.

4. Presentation from Alison McNulty, Head of Curriculum

Alison McNulty delivered a detailed presentation to Governors about the curriculum on offer in the school, which had been reviewed and improved over recent years. She outlined the intent, activity and impact of the curriculum and the key points were as follows:

Intent

- A cohesive curriculum across all phases;
- Inclusive learning;
- Developing a culture of high expectation;
- Developing a sense among students of being capable and intelligent;
- An 'essentials' curriculum for primary phase students based around the Mastery method;
- A focus on life after levels;

Activity

- Staff continue undertake quality planning, developing long-term and cross-phase plans;
- Curriculum audits are being prepared for next year, in which UPS teachers will be involved;

- CDP is being delivered by key staff to share knowledge and best practice, which has been well received;
- Learner surveys are carried out upon completion of each topic;
- Assessment for Learning strategies will be shared across phases

Impact

- An increased focus on fine-tuning the curriculum;
- Staff can identify gaps in student learning and plan for greater depth;
- Learners and teachers enjoy classes;
- Students are undertaking more school trips, such as a recent trip by Year 7 to the Globe Theatre.
- Improved learner outcomes and clearer pathways.

In response to questions from Governors, Alison McNulty agreed that the emotional needs of the students can impact on their learning and must be addressed, but they should still have access to the same curriculum as others, and expectations for them are the same as if they were in a mainstream setting.

Alison McNulty confirmed that learner feedback is regularly sought and they have responded very positively to trips.

Governors noted the positive impact of Arts and Music on students. Alison McNulty outlined the intention to review the Art curriculum in 19-20, and described activities to be offered in Arts Week to take place in the first week of July. AB added that the school's ambitions in this area are limited by budget, so it's not possible to recruit a permanent Music teacher, but efforts will be made to engage a peripatetic teacher. In addition, opportunities through enrichment are sought wherever possible.

5. Constitution and Appointments

- i Governors recommended that the Board of Trustees appoint Kaye Woodcock and Angela Morrison as parent governors commencing 29.06.19.
- ii Governors recommended that the Board of Trustees appoint Gaynor Barnard as staff governor for a three year term commencing 29.06.19.
- iii BM extended congratulations to LC for her appointment as Deputy CEO with effect from 1 September 2019. LC advised that she would be stepping down as a governor at the end of next term, or until a replacement had been found, whichever is sooner.

6. Minutes of the Last Meeting

The minutes of the meeting held on 18 March 2019 were agreed as an accurate record.

7. Matters Arising Not Covered Elsewhere on the Agenda

- i Governors confirmed receipt of Ofsted reports circulated by the clerk on 25 April 2019.
- ii Governors confirmed receipt of Ofsted consultation document and report on knife crime circulated by the Principal on 2 April 2019.

AB noted that knife crime is under a lot of media scrutiny due to the recent number of deaths in London. He acknowledged that students are at risk of being drawn into knife crime, but incidents in school are low as they know it's a safe place. If knives are brought into school it is managed appropriately, and students are not at high risk of involvement after school as most are brought in and taken home by transport. LB Wandsworth's Youth Offending Service are working to divert young people from crime and AB will meet with the Assistant Director of Social Care in order to discuss what more can be done, but he noted the impact of funding cuts upon services for young people.

AB reported that a young man who was killed the previous week had attended this school and appropriate support will be given to students and staff.

- iii Governors discussed engagement with parents and AB reported on actions already underway, including a sleepover and the recent Farm open day. He expressed the view that if students are engaged, their parents will be too, and noted that the Parent Group will be rejuvenated in September.

Governors discussed if parental engagement could be encouraged by Parent Governors and it was agreed that some information about them should be included in the next school newsletter, in order to make parents aware of their presence, and could seek to host an event for parents. Governors also agreed that social media could be used from a parent governor perspective. It was agreed that parents should be asked for their views and ideas for increased communication.

Action: Information about Parent Governors to be included in the next newsletter.

Action: Parents to be consulted on preferred methods of communication.

8A. Principal's Report

AB presented his report in detail and matters discussed are detailed below.

Learners

AB advised that next year's budget has been based on 106 students on roll and expressed confidence that that number would be achieved. Several

referrals have been received and he has been involved with some potential families himself.

AB updated governors on discussions with LB Wandsworth around funding and noted his intention to accept more students from out of borough in order to secure the school's funding. This will be to the detriment of LB Wandsworth children, as they will have to be placed out of borough, which will in turn impact on LB Wandsworth's budget. AB explained how funding for pupils is calculated and noted that the sticking point for 2018-19 is around Place Plus funding if the school goes over PAN. He advised that senior officers in OHCAT have taken up the issue but confirmed his intention to refuse to admit over PAN if Place Plus funding is not agreed.

Staff and Personnel

AB highlighted that staffing looks very positive for next year. Eleven applications were received for the maths specialist post and four of those will be interviewed. AB reassured governors that Angelina Morello's departure has been very well managed with minimal disruption to students.

AB reported that there have been issues around staffing this year for Year 9, with two teachers having been absent due to sickness. Although efforts have been made to find appropriate cover, some students have struggled to cope with the changes and intensive support has been put in place, including teaching out of class where appropriate, although they will all return to school by the end of the summer.

School Improvement

AB emphasised the importance of a high quality curriculum and staff in this area and noted that both have been achieved this year. When the school was inspected by Ofsted, AB advised that the quality of teaching was variable, with which they agreed. However, the variance in quality is being addressed through the appointment of high quality teachers, the impact of which will be seen next term.

AB advised that students' behaviour continues to improve, and everyone has noticed that the atmosphere is calmer.

BM queried the increase in the number of exclusions this term as compared with previous terms and AB responded that despite his aim being zero exclusions, they are still used for short periods. He gave an example of the behaviour being exhibited by one student who is making himself unsafe deliberately and also described how the admission of a new student can impact on the behaviour of others in the class. AB described his reluctance to impose exclusions but noted that there must be consequences for bad behaviour, particularly if the student does not reflect on the incident and take responsibility for their actions.

LC asked how many students were involved in the increased racial incidents and AB advised that they were attributable to three students, and gave some background information about each. He noted that staff capture the information which is then logged appropriately, and reassured Governors that staff act appropriately when dealing with these incidents.

With regard to attendance, AB highlighted that rates of attendance are higher than the national average for similar schools, and advised that the school is taking a tougher approach when dealing with parents, some of whom deliberately keep children at home, for a variety of reasons.

Additional Funding Streams

BM congratulated the school on securing £80K funding from the Clinical Commissioning Group (CCG) over two years which will be spent on therapists to deliver behaviour support, CBT and interventions for pupils and families.

Leavers

AB advised that the two children in Year 6 who will not be staying in school will both be attending mainstream schools, and described support being given to support their transition.

With regard to Year 11 students, AB advised that for those that are leaving, a place at the school will remain open to them in case the new placement breaks down.

Safeguarding and Premises

AB and AM both expressed confidence in the safeguarding processes and procedures in place the school, and AB noted that the increased focus on attendance has given the school greater certainty around where students are and that they are safe. AM also flagged the training being delivered to staff by a psychotherapist on emotional coaching, CTB and Mental Health first aid, as well as plans for 15 members of staff to undertake Mental Health first aid training.

AB reported that the additional works required to ensure the electrics were safe cost around £25K. He also described the efforts made to futureproof classrooms during the renovation work, by adding facilities such as cameras and automatic door access which would be activated as and when appropriate. Governors were pleased to hear that all toilets except one had been refurbished, and that the new phone system will save the school around £300 to £400 per month.

School Events

Governors watched a short film showing students performing with in the Royal Philharmonic Schools Performance at the Royal Festival Hall, and

were impressed to note the range of enrichment activities on offer, giving students a chance to experience things they may not do otherwise.

AB reported on the success of the recent Open Day at Tom's Farm which was attended by more than 900 people, largely local families. He noted that there has been interest in using it more often and thought is being given to making that happen. He advised that Trinity Fields have asked to use some of the school grounds in return for grounds maintenance and this is being discussed. Both LC and BM attended the event and gave very positive feedback.

8B. Dashboard

Governors noted the dashboard.

9A. Portfolio Reports

Governors received the following portfolio reports which had been circulated prior to the meeting. BM invited governors to add to their report if they wished.

- i Ethos, Vision & Strategy
Report received.
- ii Health & Safety, Child Protection and Safeguarding
AM reported that her next report would focus on health and safety.

BM asked if the emotional coaching for staff had been helpful and GB confirmed it had, describing some of the work that had been done and the positive impact upon learners.

- iii Finance and Resources
Report received.
- iv HR and OD
SW congratulated the school in receiving so many applications for the Maths post.
- v Business Development and Marketing.
AB advised that the scheduled meeting with the copier supplier was cancelled and reported that his predecessor had agreed a five year contract with the supplier at a very high cost, which would cost the school around £18K to leave.
- vi Teaching & Learning.
LC undertook to schedule a meeting.

9B. Other Visit Reports

BM reported that she took a small group of boys out to lunch recently, and staff at the restaurant commented positively on their behaviour. BM noted their enthusiasm when talking about the chick hatching project.

Governors undertook to arrange a learning walk with Alison McNulty.

Action: Governors to arrange a learning walk.

10. Governor Training and Development

BM advised that she would attend a SEND Conference on 27 June 2019.

11. Finance and Funding

11A. Management Accounts

SP tabled the management accounts report to the end of April and pointed Governors' attention to the summary page. She highlighted that a deficit of £110K is forecast at year-end but work is already underway to identify savings to reduce the deficit.

SP also highlighted that salary costs are higher than budget (74% vs a target of 70%) and the premises costs are over budget due to the need for electrical works identified as part of the classroom refurbishment.

AB confirmed that the three main areas of impact on the budget are Tom's Farm, the funding position taken by LB Wandsworth and the works to the school premises, and confirmed that spending up to year end will be tightly controlled.

Governors received the management accounts report.

11B. Budget 2019-20

SP tabled the draft budget for 2019-20 and presented it in detail. She reported that the assumptions within the budget include a PAN of 97, with 106 students on roll and a staffing spend of 72%, with some growth included in the structure in the event of additional numbers. She also noted that the ESFA will cover the Teacher Pension increase for the first year only, at a cost of approximately £80K.

BM asked what impact a deficit budget would have on learners, and AB reiterated the need to admit as many students as possible in order to maximise income, whilst managing the cohort appropriately, and outlined the aim to achieve an intake of 106 for 19-20, and to maximise the numbers of Year 10 into sixth form.

AB outlined plans to bring the teaching of construction in-house, to reduce costs and improve outcomes. He also noted that the school could apply for charitable funding but there is nobody with the capacity to complete the applications. Governors agreed that it would be beneficial to have support for grant applications but noted that support from the central services would be unlikely.

PT noted the future impact on the school's budget of increased Teacher Pension costs and emphasised the need to continue to push back against LB Wandsworth's approach to funding, making it clear that the lack of funding is impacting negatively on some of the most vulnerable in the community. Governors noted the complexity of need of the students in this school, which is not always apparent, but for these students, it is essential they are supported to make good decisions or their life could be at risk. LC described her frustration at the lack of input from Health and Social Care, even where that input is set out in an EHCP, particularly as their early intervention could have such an impact, and prevent further input from them later on in life.

Governors noted their thanks to Norman MacDonald and Sharyn Purewal for their support in setting the budget

12. Equality and Diversity Report

AB tabled the report and presented it in detail, flagging that the objectives remain broadly similar. He pointed Governors' attention to how the school adjusts the curriculum appropriately to ensure barriers to learning are mitigated, and captures as much information about students as possible upon admission.

Governors noted that there is very little national progress data available for this cohort, so the school focusses on individual progress to evidence the impact made on students.

AB welcomed questions by email from Governors and undertook to establish and report back how many languages are spoken among the student body.

Action: AB to check how many languages are spoken within the student body.

13. Policies and Procedures

Governors noted the Family policies and procedures that were approved by the OHC&AT Board on 25 March 2019.

14. OHC&AT Governance Documentation

Governors noted the update to the Schedule of Responsibilities.

15. Timpson Review of Exclusions

BM asked what the impact of the review would be for on this school and AB responded that it would be minimal, given that all efforts are made to avoid permanent exclusions, so they are very low.

16. Consultation on Revised Ofsted Inspection Framework

Governors noted the outcome of the inspection and the summary of the changes and questioned if the changes would be of benefit to special schools. LC advised that it is hard to know at this stage but noted that the new regime won't take into account internal data, upon which special schools rely. LC advised that the work that has been done here on the curriculum fits in very well with the new framework, particularly with the focus on quality of education, intent, activity and impact.

Noting that David Scott will carry out a further health check early next academic year, Governors agreed that they should carry out a 'deep dive' of a specific key stage, which would include scrutiny of the curriculum plan, and how that translates to books and the students' learning journey.

Action: Governors to carry out a school visit focussing on one key stage.

17. Governance Handbook

Governors noted the summary of amendments to the updated Handbook.

18. Any Other Business

No items were discussed.

19. Dates of Future Meetings

Governors agreed the following meeting dates:

26 November 2019;
23 March 2020;
22 June 2020.

20. Confidentiality

It was agreed that the HR Portfolio Report should remain confidential.

The meeting ended at 7.03 pm.

CHAIR _____ **DATE** _____

Summary of Actions

7(iii)	Information on parent governors to be included in the next school newsletter.	AB
7(iii)	Parents to be consulted on preferred methods of communication	AB
9B	Governors to arrange a learning walk with Alison McNulty	LGB
12	Governors to email AB with any questions about the Equality and Diversity report.	LGB
12	AB to check how many languages are spoken within the student body.	AB
16	Governors to carry out a school visit focussing on one key stage.	LGB