

**MINUTES**  
**NIGHTINGALE COMMUNITY ACADEMY LOCAL GOVERNING BODY (LGB)**  
**MEETING**  
**26<sup>TH</sup> NOVEMBER 2019 AT 5.30 PM**

**Present:** Barbara McIntosh, Chair (BM)  
Andre Bailey, Principal (AB)  
Peter Truesdale, Vice Chair (PT)  
Gaynor Barnard, Staff Governor (GB)

**In attendance:** Sharyn Purewal, Management Accountant (SP)  
Jimmy Brownell, Assistant Principal (JB)  
Chiara Lane, Governor Designate (CL)  
Kelly Collett, Clerk

**1. Welcome and Introductions**

The Chair welcomed all present.

**2. Apologies for Absence**

Apologies were received from Angela Morrison and Shamani Wathsala.

**3. Declarations of Interest**

- i No declarations of interest were made regarding agenda items.
- ii CL to complete annual declaration of interest form after being appointed by board of trustees.

**4. Skills Audit Analysis**

The clerk undertook to check who had completed this form.

**Action- Clerk to email document to CL to be completed.**

**5. Constitution and Appointments**

- i. Governors agreed to recommend that the OHCAT board appoint Barbara McIntosh and Peter Truesdale as Chair and Vice Chair of the LGB until Autumn term 2020.
- ii. Governors agreed to recommend Chiara Lane as Teaching and Learning Portfolio Governor to the OHCAT Board.

**6. Minutes of last meeting**

The minutes were agreed an accurate record and signed by the Chair.

**7. Matters Arising**

- i AB confirmed that information on parent governors has been distributed.

- ii. Parent questionnaires have now taken place; a full analysis will be done.
  - iii BM completed a learning walk last term. New one to be booked. Will liaise with Alison McNulty regarding this.
  - iv There are currently 5 different languages spoken in the school.
  - v. Governors will arrange to book a visit to focus on one Key Stage.
- Action- Governors to speak to Alison McNulty to arrange visit.**

## 8. Finance and Funding

SP presented that at the year-end the school had £44K in reserves, which equates to 5 days of expenditure. Originally, they forecasted that the school would end in a negative position, so ending with reserves was a huge positive. Salary costs counted for 72% of the budget. The school had a surplus of £43K from salary costs. This came originally from a music and computing teachers being budgeted for, but as the school didn't at the time have the additional children, the school didn't need to employ this extra member of staff. The school have also for the time being stopped the spending on the building. The school feel that they are getting better at maintaining an accurate position of their spending as a result of better training.

BM asked if we had any big reductions in income. AB explained that that Wandsworth did trying to cut funding by 14% last year but a modest decrease of £180.00 per child was agreed. AB has been to meetings at the Schools forum, they have guaranteed £22k per child top up funding for next year. AB expressed that top up funding is always a concern, as it's never known if it'll be increased sufficiently to cover inflationary costs.

Governors were advised that the presentation of the budget has changed so that it shows different areas of spend for easier reading. PT noted that it had made it clearer, and that now the governors can see the economic contribution the farm makes. BM asked if the school was hopeful about the farm generating a sizeable income. AB made the governors aware that an access road needs to be put in first so that the farm can be used by others. Two bids have been put in for an access road and gate, which amounts to £22k. A second Condition Improvement Fund (CIF) bid has also been submitted for the installation of fire doors and windows. The focus is getting people on and off the site safely. BM commended the school for how they have managed the budget.

## 9. Principal's Report

AB introduced his report and the following matters were discussed:

### **PAN**

AB advised governors that the general picture of the school is that it is positively growing. They forecast the numbers to be 106. They started the year on 98 and they now have 102 pupils. The school has 26 offers out at present, so they are set to meet their 106 target.

### **Recruitment**

Recruitment is ongoing with the school advertising for permanent Learner Support Professionals. There is also 1 Teacher vacancy. The school would like to be in a position soon where they don't need to use external cover.

### **Teaching**

The teaching teams are stable, and this has created a positive structure for the pupils enabling them to approach their learning with a more positive attitude.

### **Sports Premium Funding**

Most of the Sports premium funding is spent on teaching pupils to swim.

### **Progress/Attainment**

AB advised governors that although progress and attainment has improved on last year, the school strives to improve on these results even further. 83% of students achieved 5 GCSE's.

### **Reading**

AB explained that an internal member of staff had now been trained in Emotional Literacy. The school has seen that the pupils reading has improved, and the pupil's attitudes towards their reading has become more positive.

BM expressed that she thought the report was good, and so useful for the governors to see what the school is doing.

PT asked about the persistent absentees' figures in the report. AB advised governors that this was something the school were focusing on. Some of the children that come to Nightingale Community Academy may have had up to two terms of being out of school before they arrive, so they already have a history of non-attendance. There is also an issue at the start of the academic year where transport hasn't been arranged by the LA, so there can be child that is on roll, but unable to get to school as no taxi has turned up for them. AB advised governors that he is speaking to the Assistant director of Wandsworth Council to see what can be done.

**Action- PT advised copying in Ward Councillors into emails regarding transport after the school have sought the parents' permission.**

AB highlighted that extra-curricular activities need to be developed further.

**Action- AB to give update at next LGB.**

## **9A Dashboard**

Going forward AB suggested that governors undertake training from Alison McNulty around data to assist them with asking questions in the future.

**Action- AM to attend next LGB meeting to explain data.**

## **10. Presentation from Assistant Principal**

JB presented to governors 'Precise Inclusion'. This is where the inclusion team meet every fortnight to discuss how best to support pupils. They arrange 6-week

intervention blocks for individuals and groups to support them in their learning. This is then reviewed after the 6 weeks to ensure the interventions are meeting the pupils needs. The school believe that if they can make sure the teaching and learning are right, this will then have a positive impact on pupils' behaviour. The school are using the NCA Waved Intervention model. These interventions support the most common challenging behaviours. The school is determined in ensuring that staff are more and more skilled as time goes on. They are hopeful to develop a training programme that could be rolled out to other schools. JB showed governors how pupil's behaviour is captured everyday on SIMS, so that at the end of the week, the behaviour can be analysed to see what part of the day specific pupils are struggling with. The Key stage co-ordinator will oversee this with the teachers. Within SIMS, teachers are also able to give detailed reports of specific behavioural incidents. This enables them to spot patterns and address the issues correctly. The SIMS profile then helps to address which specific 'NCA' waved intervention is needed for each pupil.

BM asked whether this is done in mainstream schools. AB advised that this is not done in mainstream.

BM raised concern that 50% of the school's pupils have had experienced domestic violence in their lives at some point. JB said that this was true, and that early childhood trauma can greatly affect a child's behaviour, which can lead to further difficulties at school and in life in general. JB also stated that sadly, these children get labelled as naughty children, but this is not the case, eventually once they receive an EHCP and are placed in the appropriate specialist provision, where the school can then unpick the underlying issues and put in place the correct support and interventions.

#### **11. Pay Committee Recommendations**

Governors received a verbal report on the meeting of the Pay Committee, at which the Principal's recommendations on the teacher pay had been discussed and agreed.

#### **12. Policies and Procedures**

Governors noted the policies and procedures approved by the OHCAT board on the 28<sup>th</sup> June 2019. AB mentioned that he would be conducting a review of the 'Shelter in Buildings Procedure' document.

#### **13. Keeping Children Safe in Education September 2019**

Governors noted the updated version of KCSIE and that this must be read. Governors were advised that all relevant OHC&AT policies have been amended to reflect the changes.

#### **14. Revised Portfolio Governor Guidance**

Governors have read the revised Portfolio Guidance and felt that it was a very useful document in advising them on how to challenge the Principal. BM felt that it

will improve the quality of governance. The school will be having a health check in January 2020, this will also focus on governance.

### 15. Governor Visits, Development and Training

BM noted that Governor Hub is a very useful resource. PT attended a meeting for Chairs of Governors in LB Wandsworth.

#### Portfolio Management

Governors received the Business Development and Marketing portfolio report.

BM asked that the governors undertake regular portfolio visits.

**Action- Governors to arrange personal portfolio visits next term.**

### 16. Any Other Business

None noted.

### 17. Dates of Future Meetings

Tuesday 24<sup>th</sup> March @ 4.30pm. (Changed date)

Monday 22<sup>nd</sup> June @ 4.30pm.

The meeting closed at 6.35 pm.

Signed: \_\_\_\_\_ (Chair, LGB)

Date: \_\_\_\_\_

Item	Action	Allocated to
4.	Clerk to email CL Skills Audit form.	KC
7 v.	Governors to contact Alison McNulty to arrange visit.	ALL
9.	AB to copy in Ward Councillors into emails regarding transport after the school have sought the parents' permission.	AB
9.	AB to give verbal update regarding extra-curricular activities at next LGB.	AB
9.	AM to attend next LGB to explain performance date.	AB
15.	Governors to arrange portfolio visits in the Spring term.	ALL