

MINUTES
NIGHTINGALE COMMUNITY ACADEMY LOCAL GOVERNING BODY (LGB)
MEETING
23rd November 2020 AT 5.30 PM VIA ZOOM

Present: Barbara McIntosh, Chair (BM)
Adam Bowman, Governor (ABo)
Andre Bailey, Principal (AB)
Peter Truesdale, Vice Chair (PT)
Gaynor Barnard, Staff Governor (GB)
Kaye Woodcock (KW)

In attendance: Sharyn Purewal, Management Accountant (SP)
Mike McGraw, Assistant Principal (MM)
Kelly Collett, Clerk

1. Welcome and Introductions

The Chair welcomed all present.

2. Apologies for Absence

Apologies were received from Chiara Lane and Shamani Wathsala.

3. Declarations of Interest

- i The clerk undertook to check which governors had completed and returned their annual declaration of interest form. There were no declarations made regarding agenda items.
- ii The clerk undertook to check which governors had completed and returned their skills audit form

4. Constitution and Appointments

- i Governors noted the resignation of Barbara McIntosh from the LGB with effect from 31.12.2020.
- ii BM noted that her time at Nightingale had been enjoyable and insightful. BM has enjoyed watching the school go from strength to strength.
- iii Governors agreed to recommend that the OHCAT Board appoint Peter Truesdale as Chair of the LGB until the autumn term 2021.
- iv There were no nominations for the role of Vice-Chair.

5. Minutes of Last Meeting

The minutes of the meeting held on 22nd June 2020 were approved.

6. Matters Arising

None

7. Principal's Report

Governors received the report ahead of the meeting. AB presented his report to the governors. Points noted were:

- The school currently has 117 pupils.
- Negotiations are taking place with EFSA to increase places to 120.

- The needs of the children and school are stable.
- Historically the school converted to an academy with a deficit of £600k. The school is now 40% bigger than it was. The school posted a small surplus at the end of last year. The budget is now in a healthy position.
- Out of hours lettings have generated an income, although Covid-19 has had an impact.
- Three members of the teaching team have recently left. One new teacher has now been recruited.
- Adverts for these roles are currently out and the interview process will commence shortly due to strong applications having been received.
- The school are preparing for the possibility of an Ofsted inspection anytime from February 2021 onwards.
- David Scott will be supporting the school by carrying out a health check.
- The SDP (School Development Plan) has been reviewed and updated.
- The school can demonstrate that behaviour is improving. However, at the start of the year there was some incredibly challenging behaviour against staff. There was also some bullying behaviour that was directed at individual pupils. The school have put interventions in place to improve this, whilst also supporting the individuals who were on the receiving end of this behaviour.
- Mark Mckenna is the schools CPD lead. He is currently agreeing a programme with the Wandle Teaching School Alliance where Nightingale will partner with them and they will use NCA's expertise within the training around SEMH (Social Emotional and Mental Health).
- Two staff members are training as Special Educational Needs Co-ordinators.
- The Year 7 Catch-up funding is £3500.
- Accreditation outcomes this year were based on teacher assessments. Teachers looked at children's books and looked at mock exam results. The teachers then provided scores for the children. The school did best in Art and Computing. Within these two subjects a considerable amount of the marks came from course work.
- Approximately 49 families are receiving input from Social Care which has an impact on staff workload, not least due to the meetings that staff are asked to attend.
- 21 Safeguarding issues have been identified this year of which 13 were referred to external partners. The school has a really good professional relationship with the current LADO. The LADO also knows the school well and understands the school's processes completely. Sadly, that LADO is leaving, so the Local Authority will appoint a replacement in due course.
- A number of new fire doors were installed using Condition Improvement Funding from the ESFA; however, the quality of work is not satisfactory, the finishing of this work has been delayed till April 2021.
- The school managed to have a COVID-19 secure sports day for the students. This was a huge success and the feedback from families has been positive.

Governors received the report and the following questions were raised.

BM asked if exit interviews were conducted with staff members that leave? AB explained that HR supports the school with this.

BM asked if the levels of challenging behaviour have been consistent over the years. AB replied that the number of cases is lower. The staff are learning how to deal with the challenging behaviour better.

ABo asked what constitutes as a Health and Safety violation? AB explained this could be climbing or students leaving the site. Or it could be when a student's behaviour in areas such as the workshop or science room is poor, and their behaviour is going to cause risk to someone else or themselves.

PT sought reassurance that schools will continue to receive Pupil Premium funding for those students who meet the criteria, even as budgets are squeezed due to the impact of Covid-19 longer-term on public spending. AB agreed that it would be useful to present a breakdown of various funding streams.

BM asked about children that may be encountering domestic violence at home. AB advised that when families come to NCA, they are usually very honest about their home environment, which enables the school to put support in place for those children that may have witnessed domestic violence.

BM noted that children cannot learn if they are being emotionally or physically abused at home. AB agreed and advised that the school are acutely aware of the challenges that their families face, and staff do as much as they can to work in partnership with Social Care, which is sometimes difficult due to the high staff turnover in local authorities. AB also explained that the school is receiving some support from 2nd Year Psychotherapy students who have been coming in one day per week. BM commended the school's innovative approach to supporting the cohort. AB also advised that there are plans for the school to have an "attached" social worker, but this has been delayed by the pandemic.

8. Curriculum and School Development Presentation by Mike McGraw

MM gave a presentation to the LGB which included the following points:

- MM's key role is to support the Principal and they have looked at core areas across the school that they need to develop.
- They have developed 15-20 structural and procedural changes and projects.
- The staff have focused on the Ofsted reports and looked at their evaluation of how the school have managed literacy and numeracy across the school, and the school have identified areas for improvement.
- In addition, the school have looked at the school's vocational provision. The school have doubled the provision.
- The school have redeveloped their values/vision.
- The school have focused on mapping the curriculum from KS1 through to KS5.
- The school are reviewing how teachers use data and marking procedures, and how children respond to feedback.
- MM believes that by the end of this term, the school will be truly Ofsted ready.

MM welcomed questions and the following matters were discussed.

PT noted that it looks like there is a lot to do. MM agreed but pointed out that all action taken will be measurable going forward. AB explained further that some of the work will be done by middle leaders in order to manage the sheer volume of change. AB said

that MM has provided an additional set of eyes and challenge for the school. GB advised that it has been a period of adjustment, lots of new things going on. All the staff are willing to take on the challenges to improve the school. Everyone is learning new skills and supporting each other.

9. Finance and Funding

SP explained that last year the budget was set at 108 students, with 109 on roll at year-end. At the last meeting, the forecast was that the year would finish with a deficit. However, the school finished the year with a surplus of £85k, equating to 25 days in reserves. SP advised that when Covid-19 first began there were some vacant posts, which were not filled, so those costs were released back into the budget. The school were on target with their curriculum spend. At the end of this year the school is projected to achieve a break-even budget with a surplus of £3500. The budget was set at 112 students, however, as of September 2020 there were 115 students on roll, leading to increased income. The re-forecast of this budget is yet to be completed. As the year progresses, Covid-19 related costs will be separately recorded to achieve an accurate picture of the impact of the pandemic. The forecast shows year-end reserves of 35-39 days.

PT asked whether it has helped seeing the farm accounts separated from the school accounts. SP replied that this has enabled much better clarity around how the farm is operating. The farm had an operating deficit of £85k the first year. Last year this was halved to £45k. This year it is hoped that the farm will break even with a small surplus.

10. Governor Visits, Development and Training

A. Portfolio Management

- i. **Ethos, Vision and Strategy**- Governors received the report ahead of the meeting.
- ii. **Teaching and Learning**- Governors received the report ahead of the meeting
- iii. **Health and Safety, Child Protection and Safeguarding**- To be completed for the next meeting.
- iv. **Finance and Resources**- Governors received the report ahead of the meeting.
- v. **HR and Organisational Development**- To be completed for the next meeting.
- vi. **Business Development and Marketing**- Governors received the report ahead of the meeting.

B Governor Training and Development

BM completed Risk Analysis Training re: Covid-19. BM also completed Mental Health and Wellbeing training that was provided by the Mental health providers for South London.

ABo completed Mental health first aid training via his workplace.

11. Pay Committee Recommendations

BM confirmed that the Pay Committee met to consider and scrutinise the Principal's recommendations for teachers' pay for 2020-21.

12. Policies and Procedures

Governors noted the OHC&AT policies and procedures that had been approved by the Board on 3 July 2020.

13. Keeping Children Safe in Education 2020

Governors noted that 'Keeping Children Safe in Education has been updated with effect from September 2020 and the latest version is on GovernorHub.

14. Governance Handbook October 2020

Governors noted that the Governance Handbook has been updated with effect from October 2020 and that the latest version is on GovernorHub.

15. Any Other Business

PT gave thanks on behalf of all the governors to BM for her time and contribution as Chair at NCA. Everyone wished BM well in her new role as chair at Unified Academy.

16. Dates of Future Meetings

22 March 2021

21 June 2021

The meeting ended at 6.20pm.

Minutes signed by Chair: _____ **Date:** _____

Agenda item	Action	Action By
4.ii	Vice-Chair position still vacant. Clerk to speak to SW.	CLERK
7	AB to provide a breakdown of what funding streams come under PP and what do not.	AB
13.	Clerk to send out link to KCSIE.	CLERK
14.	Clerk to send out link for updated Governors Handbook.	CLERK