

MINUTES
NIGHTINGALE COMMUNITY ACADEMY LOCAL GOVERNING BODY (LGB)
MEETING
21st JUNE 2021 AT 4.30 pm

Present: Peter Truesdale, Chair (PT)
Andre Bailey, Principal (AB)
Gaynor Barnard, Staff Governor (GB)
Chiara Lane, Governor (CL)
Laura Ni Dhruachain, Governor (LN)
Shamani Wathsala, Governor (SW)

In attendance: Kelly Collett, Clerk
Jimmy Brownell, Assistant Principal (JB)
Sharyn Purewal, OHCAT Management Accountant (SP)
Rory South (RS)

1. Welcome and Introductions

The Chair welcomed all present.

2. Apologies for Absence

Apologies were received from Adam Bowman.

Angela Morrison and Kaye Woodcock were not present.

3. Declarations of Interest

No declarations of interest were made regarding agenda items.

4. Constitution and Appointments

No changes noted.

5. Minutes of Last Meeting

The minutes of the meeting held on 22 March 2021 were agreed and will be signed by the chair at a later date.

6. Matters Arising

- i Governors noted that the school's admissions procedure is available on the website.
- ii Governors to receive school's induction procedure at next LGB. **ACTION**
- iii Arrangements for governors to speak to students about their own careers is deferred until government lifts covid-19 restrictions. **ACTION**

7. Finance and Funding

a. Governors received the management accounts ahead of the meeting. SP advised governors of the following:

- As of the 30th April 2021, there are 113 students on roll with a year-to-date deficit of £1431,00.

- The school are forecasting an end of year surplus of just under £20k.
- The reserves will then be £340k, which is equivalent to 31 days in reserves.
- The school have been working very well with the new system and they are ensuring all the purchase orders are on the system. Next year the school will set annual purchase orders where possible.

PT advised that he attended a meeting of the OHCAT Chairs' Committee at which he became aware that some of the other schools receive 1/3 less per pupil funding. PT commended AB for campaigning for higher per pupil funding from local authorities for the NCA students.

SP advised governors of the following points regarding the budget for 2021-22:

- The budget is set at 120 students.
- The staffing structure has been reviewed and planned for next year.
- Salary costs have been set at 78% of total expenditure.
- The school are looking to break even with a surplus of £1300,00.
- Wandsworth fees will be increasing to £23,056 and out of borough fees will remain at £26,000.
- The school has made an allowance for teacher pension costs within the budget.
- The Academy Trust recharge (SLA's) remains at 7%.
- The school should see an increase in reserves by approx. £50k, resulting in 32 days in reserves at the end of next year.

SP explained the budget document was not ready in time for the meeting but will be circulated in the coming days. **ACTION: SB/CLERK.**

- b. The sports premium strategy needs further adjustment due to Covid-19, so AB was not able to report accurately on this currently. AB will share with governors by the end of the summer term. **ACTION: AB**

8. Principal's Report

Governors received the principal's report ahead of the meeting. The principal highlighted the following points:

Students

- There are 113 on roll and this will rise to 117 by the end of this academic year.
- There is a conversation taking place with the ESFA about having the school's student number set at 120 permanently. This is not yet agreed.
- The primary will be full apart from Year 6 come September 2021.
- LB Wandsworth will account for 78% of the school's roll.
- Two children have returned to NCA after not settling into a mainstream setting.
- There are 28 referrals in hand. There is a demand for the spaces.

Budget

- The school are learning as they go along with the farm and its finances. The school had not invoiced other schools regarding the offers they had made. There was a risk, however, there are now structures in place regarding organising the farm's development.

Staffing

- The Mechanics instructor has left the school. Another specialist is being lined-up; at present the relevant checks are being done.
- The school have some Science Department personnel issues which are being addressed. There is a lot of work to do around science. The school have identified one of their trainee teachers who going forward will provide support in this area.
- Mike McGraw will be returning to NCA in September 2021.
- A new Music teacher is being recruited.
- The new Construction tutor is proving a great addition. Students are doing well in the subject.
- AB feels the school is now 'good'. There is still work to be done. AB is allowing the middle leadership group to also drive the improvement of the school. The Middle leadership group is largely driven by Mike McGraw. The impact of this can be seen.

Wellbeing and Therapy

- The school have managed to maintain business as usual.
- A substantial Therapy team are now in place. Support staff are also trained and delivering therapy sessions.
- The whole school community are being trained by the Therapy Lead to build capacity in the school.
- There are weekly meetings with the Therapy Lead. Communication has improved between the Therapy Team and different phases.
- Students are getting more involved in many more practical things, for example, they get to produce lunch.
- If a young learner is willing to participate in one-to-one sessions, they receive this. However, many of the students benefit from group discussions.
- There is a lot of outreach work going on.
- Therapeutic work at the primary Pupil Referral Unit (PRU) is completed by an NCA therapist one day a week and this is funded by the CCG. A lot of PRU children end up coming to NCA, this means they have already built a therapeutic relationship with the school.
- The curious review was invented by NCA. This is a multidisciplinary group that comes together to work with a child to help address issues. They investigate the reasons that are concerning children and help address any changes that may need to happen. The school are also looking at the way adults respond to the children in various scenarios.

Staff wellbeing

- The school pride themselves on not taking the stress of work home with them.

- On the first Friday of the month, the staff sit and talk through issues/concerns together.
- Lesson observations have been reduced to decrease pressure on staff. AB has been generous around staff leave in special circumstances.
- The staff held a rounders match which was enjoyed by many.

Curriculum Development

- The time from Covid was used to make changes to the curriculum.
- The assessment protocol has had to be updated.
- The school have much more accurate ways of recording information from EHCPs for use by the whole staff team. Document (Inclusion Procedure) to be shared with governors. **ACTION: AB/CLERK**
- Staff have received training around deep-dives and what would be asked by Ofsted inspectors. Most of the staff are clear around what the deep dive expectations are.
- The Teaching and Evaluation Schedule has been updated.

Pupil Premium

- PP money is being spent on assessments.
- The school have struggled to spend money on swimming etc. due to the pandemic. They did spend some of the funding on yoga, it is however, difficult to demonstrate the impact this.

Leavers' Destinations

- Leavers and destinations have been straight forward due to teacher assessed grades. Year 11 are a very stable cohort. Most of them want to stay at NCA and continue their studies. Having the city and guilds qualification means the school can educate them further to a high standard.
- The school will have placements in place for everyone by the end of the year.

Safeguarding

- There is a new LADO in Wandsworth. There are additional staff in place. The Wandsworth newsletter will be shared. **ACTION**
- There have been many referrals to the Safeguarding Team, invariably they come back to the school and ask that the school investigate internally.
- The pilot scheme for having a social worker based at the school is working very well. The social worker has been in place at the school for 7 weeks now. It has proved very useful to have a social worker on site. They are able to help identify families, with the social worker getting involved early to help address any issues.
- All staff have completed their safeguarding training.
- A tree fell on a car. This is going through loss adjuster. No one was hurt. The tree has been removed and fence has yet to be fixed.
- Damage to toilet block needs addressing.
- Fire door issues are still being addressed.

- Classroom refurbishments depend on the progress of ongoing Condition Improvement Fund (CIF) bid and what contractors are available to have on site in the summer holidays.
- There is a bid for a new entrance to the school and a new entrance on Burntwood lane. The school are expecting the planning bid to go through, and work start in summer.

Complaints

- There was an Ofsted complaint. A parent complained about the online offer and lack of Maths offer. It was proved that the school did/does have a maths online offer. The complaint was handled by AB and a letter from Ofsted confirmed their satisfaction with the school response. Ofsted will want to investigate the online offer when they next come to do an inspection.

Governor Questions:

CL: How have you found reducing observations? Has this made the teaching better?

AB: What has made the teaching better is the change of expectation and clarity around what we want to see when we go into the classrooms. The new teacher evaluation schedule has made the teaching better.

PT asked for the curious review to be explained further.

AB explained that GB has been involved in the curious review. There was a structure where staff who were struggling with a particular child, come together to discuss/encourage how to approach this child's additional needs. Behaviour has a communitive initial intent; the child is communicating something by poor behaviour. The school look at what and why, then produce a structured plan on how to address this. The plan is designed with specialist support from the therapeutic and behaviour leads. It is focused on how the adults respond to the behaviour and the child's motivation for continuing the behaviour. The school address what is happening in the classroom that is forcing the children out of the door and their escalating behaviour. It is about agreeing and following a process.

GB: We have seen a child's behaviour improve following this process.

PT asked about how easy it had been to place the students this year.

AB advised it has been easier to place them this year. They have clear pathways as to what comes next.

9. Dashboard

Governors received the dashboard ahead of the meeting.

10. Portfolio Governor Reports

Governors received the following portfolio reports ahead of the meeting:

- i. Ethos, Vision and Strategy
- ii. Business Development & Marketing

iii. Finance & Resources

11. Early Career Framework

Governors were advised that from 1 September 2021, a new induction programme for teachers will replace current NQT induction arrangements. Governors received an update on the school's plans to meet the new requirements. Governors were also advised that there is a trust wide policy on the Early Career Framework that is being worked on.

12. Governor Training and Development

None undertaken.

13. Equality and Diversity Report

JB gave a detailed verbal report of the updated Equality and Diversity report. JB explained how it is linked directly to the school development plan and is very much a live document. JB advised there had been lots of changes and developments over the last 3 years.

14. Centre Assessed Grades

AB advised that the work has been completed and the grades have been signed off and submitted. The school are pleased with the results. AB to share the provisional results with the governors. **ACTION**

15. RSE Curriculum

Deferred to next meeting. **ACTION**

16. OHC&AT Policies and Procedures

Governors noted the policies and procedures which were approved by the OHCAT Board on 26 March 2021, and these are available on [GovernorHub](#).

17. Any Other Business

None

18. Dates of Future Meetings

22 November 2021

21 March 2022

20 June 2022.

All to start at 4.30 pm.

The pay committee date to be arranged via email by the clerk.

19. Confidential Items

None.

The meeting ended at 5.45 PM

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

Item	Action	Action By
6.	Governors to receive school's induction procedure at next LGB.	CLERK/AB
6.	Governors to talk to students about their own careers. To happen when restrictions allow.	ALL
7.	2021-22 Budget to be circulated.	SP/CLERK
7b.	Sports Premium strategy to be shared at the end of the summer term.	AB
8.	Assessment recording document to be shared with governors.	AB/CLERK
14.	AB to share the provisional results with the governors.	AB