

MINUTES
NIGHTINGALE COMMUNITY ACADEMY LOCAL GOVERNING BODY (LGB) MEETING
22 NOVEMBER 2021 @ 4.30PM (REMOTE)

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

In attendance: Kelly Collett, Clerk
Rory South, Management Accountant (RS)

1 WELCOME AND INTRODUCTIONS

PT welcomed all present to the meeting.

2 APOLOGIES FOR ABSENCE

Apologies were received from Adam Bowman.

No apologies were received from Kaye Woodcock and Angela Morrison.

3 DECLARATIONS OF INTEREST

No declarations were made.

The clerk undertook to contact those Governors who had not completed their annual return.

4 SKILLS AUDIT

The clerk undertook to contact those Governors who had not completed their annual return.

5 CONSTITUTION AND APPOINTMENTS

- i Governors recommended the appointment of Peter Truesdale as Chair of the LGB for the academic year 2021-22.
- ii Governors recommended the appointment of Chiara Lane as Chair of the LGB for the academic year 2021-22.

6 MINUTES OF LAST MEETING

Governors approved the minutes of the meeting held on 21 June 2021.

7 MATTERS ARISING

- i Governors received the school's induction procedure.
- ii Governors received the Sports Premium strategy ahead of the meeting.
- iii Governors received the Assessment recording document ahead of the meeting.

8 FINANCE AND FUNDING

The governors received the following reports ahead of the meeting, RS presented the following:

Final Accounts 2020-2021

- The ended the year with an operating surplus of £9,681
- The school ended with 38 days in reserves
- Finished with 112 students on roll, after budgeting for 112.

Management Accounts Report P1

- As of end of September 2021, there are 107 students on roll. The school have budgeted for 120. The school are expecting to finish the Autumn term with 114 students.
- Current operating deficit of £2,960, with 34 days in reserves.
- Forecasting an end of year surplus of £1378,00, with 34 days in reserves.
- There has been a huge water bill received by the school for £35k, due to an unknown meter being discovered on the school site. The water meter readings are showing a possible water leak. This is an ongoing investigation as the school believe this not to be their usage of water. Feedback of investigation to come to next LGB. **ACTION**

Governor Questions/Comments

PT advised it was good to see the school were increasing their level of days in reserves.

9 PRINCIPAL'S REPORT

Governors received the report ahead of the meeting. The principal presented his report and associated documents. Points noted:

- There are currently 108 learners on roll down from 117 in the summer term.
- Since academy conversion the school numbers have routinely increased beyond the Education Skills & Funding Agency (ESFA) funded number and following negotiations with the ESFA last summer the school successfully applied to increase their funded number to 120.
- LB Wandsworth has since confirmed their intention to commission at least 120 places every year. This is significant as it eliminates the need to secure 'Place Plus' funding when actual numbers exceed funded places.
- The range of need at the school is as diverse as ever and routine assessments of all learners to establish Speech, Language & Communication needs were completed at the end of the summer term.
- Currently, 36 children have a medical diagnosis of ASD, up slightly from 2020-21 and of these, 17 experience ADHD as a co-morbidity.
- The school now have a stable teaching staff structure and work is underway to stabilise the support staff structure.
- In 2016 the school received £16,400 for each child on roll supplemented by approximately £90k in targeted additional funding; 85 children generated total income of around £1.4m.

- This year each child generates £23,508 in top-up money and forecast income has risen to £4.4m. At the recent Wandsworth Schools Forum meeting it was agreed that top-up funding would increase by between 3.5% and 5% next year which enables the school to plan with absolute certainty.
- For the current academic year, the school's financial situation is relatively secure, and they have set a budget based on 110 children, rising to 114 by January 2022 and 120 by May.
- The school building and grounds continue to be an important source of income and an updated contractual arrangement provides for the colocation of Orchard Hill College (OHC) delivering £40k of rental income.
- There has been significant challenge where a search for high-quality learning support staff is concerned. The school have opted to re-advertise to ensure they recruit the right staff.
- Some long-term agency staff have applied for permanent positions in the current recruitment round so, the school are optimistic about replacing staff in time for the spring term.
- Staff sickness absence has spiked for short periods since the end of the lockdown era. The school have experienced limited Covid related impact, but general illness has been more prevalent in recent weeks.
- This year the school recruited two more DET Students, taking the total to 6. The trainees do not have full timetables and consequently they can provide additional teaching capacity when resources are stretched.
- NCA's school improvement plan is strongly focussed on curricular improvement projects. Supported by feedback from David Scott's Health check visit, the school have agreed this core emphasis, particularly as the school are now in the Ofsted window.
- Recent appointments in Mechanics, Art, and Citizenship mean that there is now a permanent teacher in post for every curriculum area.
- Transition points (particularly from primary to KS3) are also an area of development where the NCA curriculum is concerned. Recent Deep Dives, including during the Health Check, found that curriculum leads need additional support when communicating about transition points, particularly in core subjects. As a result, Curricular Hub Teams have now been refreshed in Science, English, and Maths to provide representation from staff in each key stage. Future Deep Dives in these subjects will be carried out in teams.
- Headline figures reflect a fall in attendance nationally and whole school attendance currently sits at 78.7%, significantly lower than in previous years.
- Attendance in the primary phase is lower than expected at 92.5% and after strong performance last year, particularly in year 11, KS4 attendance has dropped significantly to 76.4%.
- Last year's improvements in attendance at KS5 (64.3%) has been reversed as have the gains in KS3 where attendance is currently 77.4%.
- The school routinely challenge absenteeism and daily protocols are in place to ensure that parents know the school are monitoring the situation for every child. The school are working alongside the Special Needs Assessment Service, Social Care and Education Welfare to intervene where persistent

absence is most acute, but the school know that the most successful response to improving attendance is effective communication and the fostering of positive relationships between home and school.

- A new attendance plan has been created and put in place.
- Attendance Panel meetings over the next fortnight that will require a parental presence for every child with attendance below 85%.
- These panel meetings will identify barriers to attendance and offer support to struggling parent/ carers. The outcomes of panel meetings are reinforced in school during morning and afternoon registration time where the Personal Development curriculum keeps boys abreast of their performance where attendance is concerned. Awards for good or improved attendance also form part of weekly assemblies.
- Behaviour across the school continues to improve and the school know that the longer children are with them, the more stable the children's behaviour becomes.
- The Inclusion Centre and the restorative processes used by the staff team have kept learners in school where in previous Autumn terms they might have been excluded. Pupils are better supported in school than through exclusion which is now only used for the most serious incidents.
- The therapy team continues to develop, whilst growing its capacity and ability to respond promptly to need.
- Two trainee art psychotherapists are completing a 2-day placement: providing the school 4 days of extra capacity every week.
- The school support Victoria Drive Pupil Referral Unit (PRU), providing 2-days of therapy a week with one of the school's qualified therapists.
- The school are currently working with Burntwood Academy on a very exciting pilot scheme specifically designed to identify and support girls with SEMH needs. The NCA therapy team will guide this process and support the school to establish assessment and delivery protocols as they set up their SEMH base.
- The school's Pupil Premium Grant (PPG) and Year 7 Catch-up income of £83,700 and £3,333 respectively for the academic 2020-21 was used to complete and embed the range of activities. These were detailed for governors.
- An additional £16,000 of Sport Premium funding was set aside to provide some weekly swimming lessons for every boy in the primary school and KS3.
- Covid Premium Grant was largely used to provide a range of therapeutic training and intervention throughout the last academic year alongside a range of online learning material.
- Staff have been explicitly taught about changes to the Ofsted framework and the way in which a curriculum deep dive, for example, might reflect on their subject area. Following the Health Check feedback, the schools routine CPD has returned to its focus around the school improvement plan and there is currently an agreed emphasis on curriculum development,

- Individual training sessions have been led by the relevant specialist leads and senior leaders have provided additional support meetings to staff in every subject area across the school.
- Further strands of CPD have been developed to provide training for LSPs that is fit for purpose. The school recognises that if LSPs are to adequately support the learning environment, their training sessions need to improve their understanding of areas such as teacher support, behaviour management, and positive handling.
- Tom's Farm is currently working with Temper Restaurant in London where they are raising awareness of the farm's rare breed, Oxford Sandy & Black pigs. The restaurant chain has created an exclusive dish for its patrons with 50% of the profits being donated to the Farm. As key members of The Pedigree Pig Members Society many of the farm's pigs are loaned out to other sites to support the breeding of the Oxford Sandy Black. During the summer break Tom's Farm presented various pigs in competitions and won several accolades, including the Interbreed Supreme Championship Rosette. The school are very proud of the work that the farm does to educate and inform.
- Children and staff have finally been able to enjoy a number of extra-curricular activities now that restrictions have been lifted.

Governor Questions/Comments

PT asked if any surprises emerged from the health check. AB advised that everything was scrutinised in detail and the outcome was extremely positive. There is work to do around non-specialist teachers.

PT asked how we can help the students engage with online learning more. AB advised that the school are switching from Microsoft teams to Google classroom as it is more user friendly. The school will also be able to put the Math packages on Google classroom.

SW asked what the common reasons for non-attendance are. AB explained that sometimes it could be due to an incident that has happened in school and that the outcome was something the child was unhappy with, so the following day they refuse to come to school. AB also advised governors that the school currently have four school refusers.

10 DASHBOARD

AB presented the dashboard on screen to governors.

11 GOVERNOR VISITS, DEVELOPMENT AND TRAINING

A PORTFOLIO REPORTS

Governors received the following reports ahead of the meeting:

- Ethos, Vision and Strategy**

Governors received verbal report updates for the following:

- Teaching and Learning- Points noted:**

- Students were very welcoming
- Attendance was discussed along with strategies being used to try to improve this.
- There have been library improvements
- Deep dive training has been done around Ofsted and questions that may be asked.
- ECT framework discussed. 1 ECT (Early Career Teacher) currently at NCA. Challenges faced were discussed.

iii **Health and Safety, Child Protection and Safeguarding**

CL advised she may have a colleague that could join the governing body to take on this portfolio. PT and AB to discuss further. **ACTION**

iv **Finance and resources**

Update given in Item 8.

v **HR and Organisational Development**

Deferred to next LGB. **ACTION**

vi **Business Development and Marketing- Points noted:**

- Since June, the aim has been for every child to have a laptop.
- Laptops have been issued to every trainee teacher.
- The school nurse has attended the school.
- Staff members have received opportunities to have the covid-19 vaccines.
- Two trees fell on the school site, so a tree survey has been completed and it estimated that works will cost in excess of £10k. Further estimates will be obtained.
- Staff well-being is a focus and Christmas party arrangements are being completed.
- Staff are also being trained on how to play chess, should they wish to do so.
- One student won the best farmer of the year award.

B OTHER VISIT REPORTS

None.

C GOVERNOR TRAINING AND DEVELOPMENT

PT completed NSPCC training for Safer Recruitment in October 2021.

Governors were reminded of their access to Educare and The Key. Governors were encouraged to complete the training offered.

12 PAY COMMITTEE

PT confirmed that the Pay Committee met on 19 October 2021 and scrutinised the Principal's recommendations for teachers and learning professionals pay. All the recommendations were agreed.

13 POLICIES AND PROCEDURES

Governors noted the policies and procedures approved by the OHC&AT Board at their meeting on 2 July 2021 which are all available on [GovernorHub](#).

14 KEEPING CHILDREN SAFE IN EDUCATION SEPTEMBER 2021

Governors noted the updates to KCSIE and subsequent amendments to OHC&AT policies and procedures, all of which are available on [GovernorHub](#).

15 ACADEMY TRUST HANDBOOK

Governors noted the updates to the Academy Trust Handbook which is available on [GovernorHub](#).

16 ANY OTHER BUSINESS

None.

17 DATES OF FUTURE MEETINGS

- i Informal meetings in 21-22:
26 January 2022.
- ii LGB meetings in 21-22:
21st March 2022 & 20th June 2022

18 CONFIDENTIALITY

No items were deemed confidential.

The meeting ended at 6.15 pm.

Signed: _____ (Peter Truesdale, Chair)

Date: _____

Summary of Actions

8.	Update to March LGB regarding outstanding £35k water bill. AB/RS
11.	CL will investigate the possibility of a colleague joining the LGB. CL/PT/AB
11.	HR and Organisational Development Portfolio report deferred to next meeting.