

Minutes of the Full Governing Body Meeting for The ACE Children's Centre

Held on Wednesday 27th January 2021 virtually via Zoom due to COVID-19

PART A ITEMS			ACTION
Committee Members:			
Kate Barlow (KB) – Chair David Quick (DQ) – Deputy (Finance)	Helen Ruff (HR) – Headteacher Lexy Tuckwell (LT) – Staff governor	Mike Cahill (MC) Community Governor, Maria Ortin Parent governor - (MO), Cat Hemmings – co-opted (CH) Peter Cosgrove (PC) – Co-opted	
Apologies: Tere Morenés Bertran (TMB), Eve Coles (EC) – Associate.			
In Attendance: Pip Usher (PU)			
The meeting started at 7.05pm			
1.	Apologies for Absence Apologies received from Tere Morenés Bertran (TMB) and Eve Coles (EC) – Associate LT arrived at 7:15pm. Lorena Nessi has resigned from being a governor due to time commitments with work.		
2.	Declaration of Business/Financial Interests/Conflict of interest None reported.		

The ACE Children's Centre & Nursery School

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registered Charity No: 1060208 Company Registration No: 3289942

3.	Notification of Any Other Urgent Business None received prior to meeting	
4.	Minutes of the Last Meeting The minutes of the last Governing Body Meeting Held on 18 th November were agreed by all governors to be an accurate record of the meeting.	KB to sign minutes.
STRATEGIC		
5.	Covid update HR - Nursery schools were asked to remain open in Lockdown 3. For the first three days, the nursery was open just to KW & vulnerable children and staff brainstormed ideas to combat higher infection rates using the 5 th January INSET day. Great deal of anxiety from staff however they have remained positive and hardworking. The day has been shortened by 1 hour to manage costs of additional cleaning and preparation time. Opened on 6 th January to KW & vulnerable children and to all children on 11 th January. There has been a smaller number attending than normal. Some parents choosing to keep children at home however numbers steadily increasing. RAG rated all children – green (attending); red (most vulnerable, staying at home, nursery encouraging parents to return to school); amber (remain in contact but thriving developmentally at home). If staff absences mean that numbers in nursery school need to be restricted, attendance for the red and amber groups will take priority. Created home learning weekly newsletter with videos and link on the website. Remote learning review for parent feedback – difficult to use government self-evaluation forms as they are aimed at primary school aged children. LT – Good feedback from parents about home learning. Staff are tired but being supported. Pupil premium (PP) children received home learning pack such as story books and videos, poems, maths equipment and resources. Parent feedback from PP parents gratefully received. Some of the PP funding to create a box of craft resources for these children. Using school resources website for ordering equipment at reduced prices. Use of resources gifted from WHSmith store too.	

	<p>GovQ: Clarification of pupil premium (PP) HR – measure of economic situation of parents so PP funding is created to help disadvantaged pupils. Equivalent of free school meals for older children.</p> <p>Lateral Flow Testing – Staff given home testing kits to use twice a week however still awaiting arrival. Workforce census completed termly for DfE will be used to allocate number of tests however challenges because some staff are not permanent and not on the register. Awaiting reply from OCC with regards number of kits available. Obviously if there are cases detected then staff will need to self-isolate and this will affect school opening.</p>	
6.	<p>Governing Body Strategy update Committee created to discuss integration with charity. HR – Staff are becoming concerned as on temporary contracts.</p> <p>Governors agreed that KB, CH, DH, MC and PC to be on the committee. Meeting to take place on Wednesday 3rd February at 6:30pm.</p>	<p>KB will put the strategy documents onto GovernorHub (along with the other documents for the meeting).</p>
7.	<p>School Development Plan update HR – Success criteria updates – This has been reformatted so progress can be shown however changes will be uploaded onto GovernorHub. Can be RAG-rated too. LT – Staff development has been encouraging and staff are working hard even in these difficult times. KB – governor strategy to be created in Summer term for the following academic year.</p>	<p>HR to upload SDP onto GovernorHub</p>
8.	<p>Committee meetings Finance DQ - Projected deficit was discussed GovQ; Why deficit in Teaching School account? DQ – deficit was moved over from teaching school into nursery but DfE provided differing dates of contract ending at teaching school. Deficit of £112,000 at end of financial year. Finance meeting in February and then end of year accounts.</p>	

	<p>Approval of moving of project balance into nursery account. Proposed by KB and seconded by MC. Governors all agreed.</p> <p>GovQ: Are we losing £60,000 per year? HR – greater deficit due to COVID and nursery funding not increased to reflect increased costs. Additional pressures due to closing of children’s centre whilst still having to pay costs despite no additional funding. GovQ: Levels of deficit is lower in relation to other schools.</p> <p>SFVS (Schools Financial Values Statement) – KB proposed and MC seconded. All governors agreed and approved the SFVS.</p> <p>PC to join finance committee. Mentor – DQ CH – mentor KB (safeguarding) MO – mentor HR</p>	
9.	<p>Monitoring plan, schedule of visits & feedback</p> <p>Difficult to meet due to COVID. DQ website review suggestions and updates to KB – newsletters updated on the website. GovQ: What governor visits would be helpful? Governor link remote visit focusing on home learning, COVID learning lessons, EY pupil premium, SEND and staff wellbeing. GovQ: Could an agenda be prepared beforehand? Strategy and SDP lead the visit criteria. LT to create this in line with SDP.</p>	<p>KB to circulate list of meeting points and email to agree meetings by next week.</p> <p>LT to prepare agendas based on SDP and strategy</p>
10.	<p>Governing updates</p> <ul style="list-style-type: none"> • DBS – CH paperwork ID check next week. • Prevent – training needs to be completed please. • Safer recruitment – training to be completed. • OSCB training modules – can access free modules; please could all governors read and sign off KCSiE updates on GovernorHub. • Please could all governors upload any certificates onto GovernorHub. 	<p>CH –DBS paperwork check All governors – Prevent and safer recruitment training OSCB training modules Sign off KCSiE update Upload any certificates</p>

11.	Policies No policies to review. COVID risk assessment has been updated and HR to circulate	HR to circulate COVID risk assessment to all governors																				
12.	Governor Training and Development Finance training for new governors 11/2/21 KB showed all governors how to use GovernorHub including how documents can be uploaded and creation of a certificates folder. Governors attention was drawn to the noticeboard too. KB to update GovernorHub and reorganise the folders and documents in GovernorHub.	KB to update GovernorHub																				
13.	AOUB Safeguarding Update – Staff renewed paediatric first aid certificate in Autumn term. Deferred training in January. Generalist safeguarding training to be undertaken by Summer term. LT and HR have undergone training to offer this to staff. HR will let governors know dates when this will occur. In touch with vulnerable children – school has documented this. Records kept of contact with agencies and services too. GovQ: Has COVID had an impact on agencies? Locality community support services (sister agency to support services) – support for no name consultations has been running well through lockdowns. Health visitors not in first lockdown. SEND - delays and backlogs due to lack of funding. LF Added to agenda of governor visits.	HR to let governors know dates for safeguarding training																				
14.	Meeting Dates 2020/21 Meeting dates to be approved. <table border="1"><thead><tr><th colspan="4">MEETING DATES 2020/21</th></tr><tr><th>Day</th><th>Date</th><th>Time</th><th>Focus</th></tr></thead><tbody><tr><td>Wednesday</td><td>10th March 2021</td><td>7.00pm</td><td>tba</td></tr><tr><td>Wednesday</td><td>12th May 2021</td><td>7.00pm</td><td>tba</td></tr><tr><td>Wednesday</td><td>30th June 2021</td><td>7.00pm</td><td>tba</td></tr></tbody></table>	MEETING DATES 2020/21				Day	Date	Time	Focus	Wednesday	10 th March 2021	7.00pm	tba	Wednesday	12 th May 2021	7.00pm	tba	Wednesday	30 th June 2021	7.00pm	tba	KB to circulate updated dates.
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CONFIDENTIAL ITEMS (if any)																						

The meeting finished at 8.50 pm