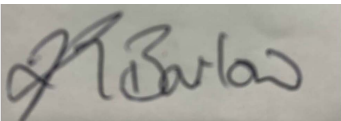


**Minutes of Ace Centre Nursery School Full Governing Body Meeting
held on Wednesday 18th November 2020 via Zoom Video Conference due
to Covid-19**

PART A ITEMS		ACTION
Committee Members:		
Kate Barlow (KB) – Chair David Quick (DQ) – Deputy	Helen Ruff (HR) – Headteacher Lexy Tuckwell (LT) – Staff governor	Mike Cahill (MH), Maria Ortin (MO), Cat Hemmings (CH)
Apologies: Tere Morenés Bertran (TMB), Lorena Nessi (LN), Eve Coles (EC) - Associate		
In Attendance: Lucy Tyrell		
The meeting started at 7.05pm		
1.	Apologies for Absence Apologies received from TMB, LN and EC. Joined by Maria Ortin (Parent) and Cat Hemmings (Co-Opted) as new governors. Governors wished to send their good wishes to TMB. Until she is well enough to return, TMB will serve as an Associate Governor.	
2.	Declaration of Business/Financial Interests/Conflict of interest None reported.	

3.	<p>Notification of Any Other Urgent Business</p> <ul style="list-style-type: none"> • Ofsted. 	
4.	<p>Minutes of the Last Meeting</p> <p>The minutes of the last Governing Body Meeting Held on 5th October 2020 were agreed by all governors to be an accurate record of the meeting.</p>	
STRATEGIC		
5.	<p>Covid update</p> <p>HR advised that one child had tested positive for COVID and all those in contact were required to self-isolate for 2 weeks. They are all now back in school, and no further cases reported. This has demonstrated that our system is working effectively for avoiding any cross contaminations.</p> <p>Staff who were self-isolating coordinated the home working programme and were able to continue to work from home. All other sessions in school were covered by other staff members.</p> <p>LT added that messages received regarding home learning indicated that families were thrilled with what they had received. We will be reviewing this data to check the number accessing these emails and completing work at home.</p> <p>There are 2 further cases of children who been off, however one had a negative test and returned, and one has a younger sibling who is currently being tested. Some parents have kept their children off for parental reasons and we feel it has impacted on some confidence on attendance at the centre.</p> <p>HR thanked the staff that were able to continue to come in and were flexible in order to keep things going and those at home who contributed to coordinating the home learning programme. There are no further cases at this time which is good because it would have over-stretched our team. We are concerned that there are more cases in the community in the second wave than before, and more schools are closing bubbles. We've had staff absences while people wait for tests or while their children wait for tests. There are more children requiring tests, and although they are coming back negative, this will be a way of life now, as people are generally more unwell during this season.</p> <p>Measures will continue in place to ensure we are keeping the system control working well and limiting infection.</p>	
6.	<p>Governing Body Strategy update</p>	

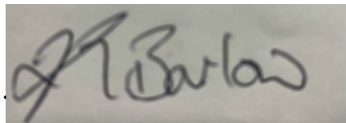
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	<p>KB advised that we were proactive in contacting OCC to inform them their agenda was not a good fit for the position we are in, and proposed an alternative. Met with a new person, Jane Radcliffe, who understood our issues, being the financials rather than our financial management.</p> <p>The discussion then moved to a confidential discussion updating the new governors on the previously recorded confidential minute.</p>	
<p>7.</p>	<p>School Development Plan update</p> <p>KB had circulated the School Development Plan to all governors prior to the meeting.</p> <p>HR advised of the four main areas, highlighted under the key Ofsted headings as follows:</p> <p>Outcomes for pupils – focused on addressing the gap that exists for our disadvantaged children, those eligible for PP or SEND funding, as they come into nursery at lower attainment levels, to help close the gap with their peers.</p> <p>Curriculum – there are new members into the nursery school team so the main focus here is embedding the strong pedagogy with the new members to develop a shared expertise in the curriculum and look in depth with the Maths mastery, and literacy. Skilling up the new team with an effective balance with child led learning and intentional learning to enrich the curriculum within the COVID learning available.</p> <p>Behaviour and Wellbeing – ensuring our environment stays safe to enable children to fulfil their potential. Recovery from COVID, practitioner wellbeing, emotion coaching, Nurturing Our Wellbeing project – we are looking at outdoor learning and how it nurtures our wellbeing.</p> <p>Leadership and management - the main focus is leading the nursery school to a secure position, addressing the budget and building issues to be in a strong place to deliver services in a sustainable manner. Good quality monitoring and feedback to all practitioners.</p> <p>HR advised at the last meeting we looked at success criteria and were advised to make them sharper – will be able to draft this out and will highlight these in the plan and circulate to all governors.</p> <p>HR advised that although the plan is quite lengthy, a lot of the work is already underway, and staff are keen to implement. We are mindful of the additional work and stress, however, feel that this plan is achievable and will continue a fluid focus to ensure we are minimising any additional stress of these targets.</p>	<p>HR</p>
<p>7.1</p>	<p>Monitoring plan, schedule of visits & feedback</p>	

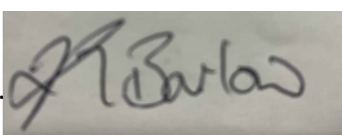
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	<p>DQ – HR/Finance MC - SEND MC - Vulnerable learners KB - Safeguarding</p> <p>KB to circulate the visit guidelines</p> <p>HR advised that the weekly newsletters are now uploaded to the school website so governors can see what is going on in the nursery. Whilst physical visits are difficult, these will provide some insight to the day to day running of the Centre.</p> <p>HR requested that a governor review the website to ensure it is compliant and advise of any issues outstanding. DQ volunteered to undertake this action.</p>	<p>KB</p> <p>DQ</p>
<p>7.2</p>	<p>Self Evaluation Form (SEF)</p> <p>HR advised that this has been circulated to all governors and is 75% completed and will be recirculated when completed.</p>	
<p>7.3</p>	<p>Pupil Premium update</p> <p>LT advised governors of the ongoing interventions in place to support all disadvantaged pupils of which the following were noted:</p> <ul style="list-style-type: none"> • Core of these strategies start immediately with communication and interaction. • We are aware of the different learning experienced due to COVID. • These children are at the heart of our planning cycle, ensuring that appropriate action is in place and careful monitoring of this. • Vulnerable children receive twice as much focus as their peers. <p>We are currently providing additional sessions for some pupil premium children and are searching for additional funding to support his. However, in the meantime, we are taking advantage of the spaces available to provide these sessions.</p> <p>We are running parent workshops on literacy, and complete home visits on reading and writing support. We are hoping to run a similar workshop for Maths.</p> <p>HR advised that some initiatives will have to be run differently this year, and offering remote learning to all children, with core book and videos on the website that parents can do at home.</p>	
<p>8.</p>	<p>Safeguarding review & update</p> <p>KB advised she had met with HR and LT and completed the annual safeguarding return ready for submission to OCC before 31 December 2020.</p>	

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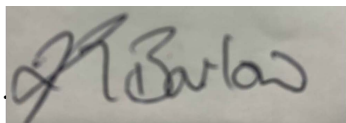
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	<p>HR thanked KB and advised that although the form is lengthy, there were only 3 areas to look at as follows; lead trainer in the school, we didn't have this last year; generalist training package – LT and HR have now completed this training, however it needs to be delivered to all staff; medical needs policy - where we are supporting children with medical needs, they have an individual plan and this is communicated to staff, but we do not have an overarching policy which is an action for us.</p> <p>HR also advised that to comply with safer recruitment requirements a governor is required to complete this training. KB however advised all governors should complete this training, and this is available online. KB will arrange bookings for all governors.</p> <p>LT advised that it is recommended that school staff complete Team Teach training, however our emotional behaviour policy teaches us how to deal with these situations in a consistent way and do not feel that we need Team Teach. HR advised that Oxfordshire nursery heads have discussed this and those that had completed this training felt it was lengthy and expensive, and they reported they didn't feel it was a worthwhile investment of time and budget. Therefore, we have made a positive decision to not undertake this training but we are reassured that we have a robust policy in place.</p> <p>Governors wished to formally minute their approval of the submission of the annual safeguarding return to OCC.</p>	KB
<p>9. 9.1</p> <p>Committee meetings Finance</p> <p>9.2</p> <p>9.3</p>	<p>DQ – the next meeting is 24 November, therefore there are no significant changes to report. The in-year deficit is £115,000. HR advised that the 7 days of not operating as normal will have a detrimental impact on the budget.</p> <p>DQ to circulate the minutes of this meeting to all governors.</p> <p>Health & Safety</p> <p>DQ questioned the safety of completing a site visit as this would entail movement between the settings? HT advised that she will organise a safe way of completing a visit and coordinate with DQ.</p> <p>Performance & Standards (includes Pupil Premium & SEND update)</p> <p>KB circulated the minutes to all governors prior to the meeting and highlighted the following:</p> <ul style="list-style-type: none"> We continue to add value, and good or excellent progress is shown. 	<p>DQ</p> <p>HR/DQ</p>

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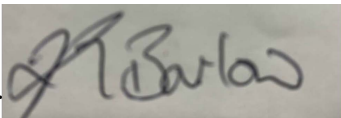
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	<ul style="list-style-type: none"> The 30 hour provision children make better progress than the 15 hour provision children. A year end assessment was not taken due to COVID. More effective use of the website to report different curriculum areas and objectives to parents and visitors. 																									
10.	Monitoring plan, schedule of visits & feedback Reported above.																									
11.	Govern Ed Training Nothing to report for this meeting.																									
HOUSEKEEPING																										
12.	Policies 12.1 Discuss points raised in relation to policies and ratify None for this meeting.																									
13.	Correspondence and Chairs Action 13.1 To RECEIVE a list of Chairs Action or Correspondence (<i>including update on Chairs meeting and update on DfE changes</i>) None to report.																									
14.	Governor Training and Development New governors to have generalist safeguarding training and all are due for renewal in April 2021. HR will arrange a date for all governors to combine with an inset day.	HR																								
15.																										
16.	Meeting Dates 2020/21 To APPROVE meeting dates for 2020/21 <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4" style="text-align: left;">MEETING DATES 2020/21</th> </tr> <tr> <th style="text-align: left;">Day</th> <th style="text-align: left;">Date</th> <th style="text-align: left;">Time</th> <th style="text-align: left;">Focus</th> </tr> </thead> <tbody> <tr> <td>Wednesday</td> <td>27th January 2020</td> <td>7.00pm</td> <td>tba</td> </tr> <tr> <td>Wednesday</td> <td>3rd March 2020</td> <td>7.00pm</td> <td>tba</td> </tr> <tr> <td>Wednesday</td> <td>12th May 2020</td> <td>7.00pm</td> <td>tba</td> </tr> <tr> <td>Wednesday</td> <td>7th July 2020</td> <td>7.00pm</td> <td>tba</td> </tr> </tbody> </table>	MEETING DATES 2020/21				Day	Date	Time	Focus	Wednesday	27 th January 2020	7.00pm	tba	Wednesday	3 rd March 2020	7.00pm	tba	Wednesday	12 th May 2020	7.00pm	tba	Wednesday	7 th July 2020	7.00pm	tba	
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17.	Friends update No update for this meeting.																									
18.	A Moment to Celebrate																									

Signed:  Date: 27/01/21

	<p>HR wished to thank staff and parents and how they have responded to the recent COVID crisis in the centre. It wasn't a way we wanted to test our measures, however, was reassuring that no cross infection took place.</p> <p>Thank you to Kate and Laurence for work undertaken on the website. And to LT thank you for uploading the newsletters to showcase the lovely experiences and work taking place in the nursery.</p>	
<p>19.</p>	<p>Any Other Urgent Business</p> <p><u>Ofsted</u></p> <p>HR advised that an inspection is expected, as the nursery schools are inspected every three years. Our due date is March 2021, so this could happen at any time in normal circumstances. The guidance states that full inspections are not taking place unless there is a concern raised. However, whether they will resume normal inspections in January is not known. There have been some remote visits taking place at schools in Oxfordshire.</p> <p>Following a recent Headteacher's meeting, feedback was received from an inspection and the following noted; the aim of the visit was to look at how leaders are returning children to full education. The Headteacher could decide who would be in each meeting and the range of topics for the meeting. They wanted to look at staffing, attendance data and how the school compared with the previous year, to understand the mobility of the children. They also looked at the impact of COVID on the school and priorities for the year ahead, also safeguarding, including looking at newly vulnerable families, policies, recruitment, online safety, SCR, understanding which agencies were supporting the school and how.</p> <p>KB advised that because we are a small school, both HR and LT cannot be out of the classroom all day, so we may need more governor involvement to take some pressure off HR and LT as a team.</p> <p>HR advised that she will update staff and hopefully will have cover in the school.</p>	
<p>CONFIDENTIAL ITEMS (if any)</p>		

The meeting finished at 8.50pm

Signed:  Date: 27/01/21