



Minutes

ACADEMY COUNCIL MEETING OF BEULAH INFANT AND NURSERY SCHOOL

Tuesday, 22nd November 2018
Meeting started at 6:15 pm
Beulah Infant and Nursery School

Minuted by Assistant Clerk, Karen Francis, PAT

| Name | Position | Status |
|--------------------------|------------------------|---------------|
| Adrienne Cluer (AC) | Community / VICE CHAIR | Present |
| Sue Styles (SS) | Staff | Apologies |
| Fiona Fearon (FF) | Community / CHAIR | Present |
| Juliana Ortiz (JO) | Parent | Present |
| Gerrie Ozah (GO) | Community | Apologies |
| Deborah Butler (DB) | Head of School | Present |
| Jeanette Indarsingh (JI) | Deputy Head of School | N/A |
| Kevin Smith (KS) | Chair of PAT Board | Present |
| Lynne Sampson (LS) | Executive Principal | Present |

Supporting Documents

- School Performance Summary 2017-2018 DfE
- HoS Data Report end of year 2017-2018
- HoS Report November 2018
- PE Funding 2017-2018
- PPG Funding 2017-2018
- Link Advisor Summer 2018
- Parent Questionnaire 2018
- Phonics Letter
- Premises Progress Report November 2018
- Safeguarding Audit 2018-2019
- Keeping Children Safe in Education 03/09/18
- Pecuniary Interest Forms
- Code of Conduct Signatory Form
- Minutes 03/07/18
- Action Log
- MAC and Parent Visits 07/11/18, 14/11/18, 05/11/18
- Safeguarding MAC visit October 2018

| | ITEM | ACTION LOG NO. |
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| | People | |
| 1. | <p>Apologies for absence</p> <p>GO and SS sent their apologies for absence and these were accepted.</p> | |
| 2. | <p>Confirmation of quorum</p> <p>The meeting was declared quorate.</p> | |
| 3. | <p>Declaration of any conflict of interest with items on the agenda and changes to register of interests</p> <p><u>Any outstanding Pecuniary Interest Forms to be submitted.</u></p> <ul style="list-style-type: none"> • SS outstanding <p><u>Code of Conduct Signatures</u></p> <ul style="list-style-type: none"> • AC, FF, JO, DB and KS signed today • GO signed at EPS • JI signed at THNS • SS outstanding <p>There were no conflicts of interest declared and no amendments made to the register.</p> | |
| 4. | <p>Council membership</p> <p><u>Vacancies to be considered</u></p> <p>One vacancy for Parent Governor, Zara Yu'sef to write personal statement and email Clerk (CC).</p> | |
| | Strategic Leadership | |
| 5. | <p>Minutes of the previous meeting (3 July 2018)</p> <p>RESOLUTION: The minutes were reviewed and it was agreed that they constituted a true and accurate reflection of the meeting. They were signed by the Chair.</p> | |
| 6. | <p>Matters arising not discussed elsewhere and Action Log</p> <p>Item 001: New Parent MAC Zara Yu'sef. COMPLETED Item 010: Skills Audit. New members to ask CiC for Skills Audit Forms. ONGOING</p> | |

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| | <p>KS advised that only new members are required to complete skills audits. Existing members are only required to complete a new skills audit if their skills have changed. Skills Audits are held with RH.</p> <p>ACTION: FF to email RH for clarification.</p> <p>Item 017: Confirm JO has been added to Octavo’s training list. COMPLETE. Item 020: AV has left the Governing Board. COMPLETE</p> <p>AC asked to be advised when anything new appears on the MyUSO site.</p> <p>KS confirmed that CC is sending emails.</p> <p>FF asked members to confirm they have Pegasus email accounts.</p> <p>Members confirmed, Yes.</p> <p><u>Photos to be taken to update website</u></p> <p>FF, SS and JO and new MACs</p> <p>DB advised that there have been technical difficulties with the website and will check it again and liaise with JI who oversees photos.</p> <p>ACTION: JI to update photos on website for FF, SS, JO and new member Zara Yu’sef.</p> | <p>021</p> <p>022</p> |
| | <p>Accountability</p> | |
| <p>7.</p> | <p>Head of School’s report</p> <p>DB voiced that this is an excellent set of results. AC confirmed ‘<i>amazing results</i>’ and FF offered her congratulations to the school.</p> <p><u>Highlights/Data</u> Reception was not worded to highlight good, for example girls GDP was lower than the boys, should read GLD for girls (79%) and boys (86%) were high.</p> <p>Discussion took place around the new basic handwriting script for R and gaps widening in reception and should it state for example, there will be implications moving into Y1. DB explained that it should show:</p> <ul style="list-style-type: none"> • What you’ve learned from R • How it feeds into Y1 • Generic things learned from R. <p>This would apply throughout, e.g. Y2 to Y3 etc., although adding so much detail detracts from the good stuff.</p> <p><u>Data analysis and impact</u> Huge impact on reading at lunch time, no year group leaders. Note taking will show on actions.</p> | |

LS said these are the highest results in the trust and wants the analysis to reflect that.

FF offered a moving forward idea to show results in colour code, for example, generic learning in R in yellow and specific learning for Y1 in blue.

DB said that the analysis data for Y1 already feeds into Y2 use.

Maths continues to develop greater depth.

KS noted that the data appears to show more issues than there actually are. There are not any issues. Anything showing in red is addressed.

FF commented that if there isn't a big difference there is no need to address it.

LS and DB agreed to hold a further discussion at a later stage, adding that she would like to look at the data again to check it as these are 'excellent' results nothing should detract from the results.

LA Report

Working towards excellence. LA said it is 'outstanding'.

LS said the school is outstanding and DB agreed this is a very good set of results.

Attendance

Talking about attendance AC commented that parents don't understand what DfE are expecting, for example 96% attendance not 90%.

FF commented that new children to the school are new to English and have little or no previous education experience or a very different one where attendance is more relaxed.

JO has attended weekly meetings around process and action discussions. Commenting on the amount of work required to support families and put actions in place she was shocked by the % Ofsted are asking for as it is higher than you would expect, thinking perhaps it would be 90%, however 95-96% is expected. There are issues with other cultures and depending on the age of the children they can be more vulnerable to illness- especially infants, all of which count towards attendance.

It was acknowledged by members that DB and Team go over and above with their support for families by visiting them in their homes; sending letters; phoning parents and involving the school nurses. New parents and parents from overseas worry that their children will be exposed to and pick up different viruses. For example if a child starts school in Y2 they are the ones who pick up the bugs whereas if they started in reception there common virus etc. are all caught at the start of their school life – before statutory attendance so they are not included in the school's percentages. Some examples include: chicken pox, measles etc... In addition, some parents are still concerned about infant illness having an impact e.g. chronic lung disease with premature babies. The school nurse is brought in to talk to the family and asthma nurses do Care Plans with parents. When children with low attendance are absent immediate action takes place by either the EWO or HoS going out on the first day of absence to check the child and encourage them in to school

for the afternoon if they are well enough. There have been two families issued with fixed penalty fines this year.

KS noted that it is a disadvantage being an infant school and DB confirmed that they start monitoring attendance from the nursery class.

FF praised the excellent practice and expectations of BINF.

Incentive to improve attendance

Rewards are changed every half-term; In the spring term the class with the highest attendance will be able to wear their own clothes as a reward.

MAC question. If a child is vomiting, do they come into school?

DB said, No – not for 48 hours, unless the vomiting is a result of asthma or reflux. No child is ever kept in school not well.

LS added that the school is doing all it can re attendance and the LA are saying it is on the brink of outstanding.

Impact of interventions

Y2 lunch time reading has increased the number of children attaining ARE and GD which is an effective and cost-effective intervention although demanding for the Head of School.

FF described the excellent letter from Nick Gibb MP which stated outstanding achievement on phonic screening checks, adding that it is good to get recognition. Congratulations were offered to the Head and the MACs asked her to pass this on to the staff.

LS said BINF (DB &JI) are supporting Cypress at this time.

DB praised the fabulous staff at BINF, the TA's are more capable, it is a great team who follow the moral purpose aim for the children, everyone will do all they can to support each other and the children. For example on Year 1 visit to the moon – all staff stayed late and helped to set it all up for the children as we have had a year one teacher off sick for two weeks. Unfortunately, staff have been stretched to the limit and supply cover will need to be sourced.

MAC question. Noting that success may be due to smaller numbers in the school; fewer classes and more flexibility asked if there is greater stability?

DB replied that the current Y2 children moved through the school and stability was good. Y1 are high needs classes with four new children all relatively new to English and school. Beulah children have a good attitude to learning. The staff set high expectations for behaviour and zero tolerance is applied by the head of school from the nursery right through. This Y2 results will not be as high due to new intakes, including a child with very high SEN needs who has an EHCP. Many parents don't read at home with their children. Lunch time reading with Y2 continues and Y1 will start in spring term.

JO noted that during her visit she observed two focus groups of guided reading with OC and the children were very focussed on their studies. Y1 and R classes acknowledged the presence of an observer then carried on with their work. JO also noted that children were encouraged

towards independent learning and creativity which is key in promoting schools.

LS commented on the beautiful artwork around the school.

DB explained that the TA as part of her performance management has taken responsibility for the art gallery.

PPG

Children doing well, above national.

Website has report with all of the details and the impact of the schools actions 2017-2018.

KS Question. EPS Ofsted picked up on PPG, what are you doing for next year and how will you identify PPG pupils?

DB responded that they had been looking at census numbers and funding; forms went to every parent and the NI number was checked for every family. The result was 19 more PPG children were identified. DB explained that the website report sets out how the school intends to spend the funding.

AC asked if school is affected by seriously disadvantaged children not entitled to PPG and what percentage are they?

DB said she did not know the percentage and could make more focus on finding out but it is difficult if parents do not want to share. Details are possibly on Sims, she will check. Family support is given by DB and the inclusion manager and they are signposted for further help e.g. food bank vouchers are that are provided by charities.

KS noted there is no funding but high spends.

DB confirmed that in Primary schools there are no free lunches in the juniors, infants are all free school meals. A family could have a child in the school for three years who was not identified, the family could be in dire straits.

PPG

Y1 20 children

PPG did better than all children

PE Report

AC noted the report was very good and asked if the children are getting enough play?

DB spoke of the gymnastics coach and the impact of training; play time; outside play and gym time. All children get reasonable play each day and if there is a gap in the clouds, children play outside on rainy days.

Parents Annual Questionnaire

Governors noted that the questionnaire shows how happy parents are; pictures went up on the mini whiteboard and JO introduces herself at the gate. Coffee mornings have been running for parents, the next one is 23 November. Responses from parents have been very positive.

Chair asked if there were any further questions and thanked DB for her presentation.

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| <p>8.</p> | <p>Safeguarding Monitoring Report / Child Protection Issues</p> <p>FF Visited DB in October 2018 for the Safeguarding Audit.</p> <p>Areas marked as good</p> <ul style="list-style-type: none"> • DB/School rigorous training • Central records – (although couldn't access easily, working better now) • Questionnaire – parents feel children are safe • No serious safeguarding issues <p>DB said that Ofsted pulled up the issue of the 'Gate' at the recent inspection as juniors were buzzing in. Much improved since, juniors now shut the gate.</p> <p>FF requested that members look at the new SSPC noticeboard for children which is a good idea.</p> | |
| <p>9.</p> | <p>DfE and OFSTED Updates</p> <p>FF asked all members if they had seen 'Keeping Children Safe in Education' which has been posted on the website?</p> <p>All members replied with, Yes.</p> <p>LS advised that Ofsted focus was Curriculum at a recent junior school inspection.</p> <p>DB added diverse curriculum, musical school and Art.</p> | |
| <p>10.</p> | <p>Ethos, personnel issues and other news (From PAT website stories)</p> <p>FF was not sure why this item is here.</p> <p>DB said that staffing had gone down dramatically; there is not a full time teaching deputy here; three TAs have been deployed to work at Cypress; there have been no replacement TA's for anyone leaving over the last two years. However, the school staff are getting used to the changes.</p> <p>KS noted that it is a financial necessity.</p> <p>DB explained that it is difficult to meet the adult /child ratio on offsite visits – one school trip was almost cancelled due to this.</p> <p>LS suggested creating a bank of parents who could be called upon to accompany children on trips.</p> <p>JO said one mum had offered to volunteer and thinks it is possible to create a last-minute list of parents willing to go on trips.</p> | |
| <p>11.</p> | <p>MAC Training and School Visits</p> | |

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| | <p>KS noted very good reports.</p> <p>DB said school has been busy with MAC visits</p> <p>KS said at the next Board Meeting the expectation is for Directors to go round the schools.</p> <p>KS visited today.</p> | |
| | Other business | |
| 12. | <p>Correspondence to the Chair</p> <p>There was no correspondence to the Chair to discuss</p> | |
| 13. | <p>Confidential items</p> <p>HoS discussed the possibility of offering full-time nursery, potentially 30 hours to support families. Afternoon nursery only is currently offered</p> <p>LS said a case study would be needed with the nursery and PV1. It wouldn't cover lunch time and nursery would need to charge.</p> <p>DB noted that an ASC at THNS costs money</p> <p>LS suggested asking Mums who are interested and then speak to Fay Soggy at THNS and Penny Jordan at Cypress to see what the costs are for the case study</p> <p>JO advised that as part of the 30-hour Government programme, both parents must be working to meet the criteria</p> <p>DB raised a view that parents may want to pay using an example from THNS where parents pay for 15 hours and receive 15 hours from the Government programme.</p> <p>KS noted that there had been a poor response for additional nursery classes at EPS</p> <p>Points raised following further discussion around the 30-hour nursery provision:</p> <ul style="list-style-type: none"> • Demographically, there are not lots of nursery children • Young families are not moving into the area • Nursery is a bit off the beaten track • Parents know the staff • Mum moved from BINF out of area to Clapham, teachers at Clapham gave high praise to BINF • Temporary families move into the area but don't stay <p>AC commented that she had observed a nursery teacher who showed excellent child progression and checking of learning, not a second was wasted.</p> | |

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| | DB added that phonics is taught the same across the school. Well trained TA's follow the same structure in each session and it has now started in the nursery and reception classes. | |
| 14. | <p>Any other business</p> <p>All minutes to go to KS to keep him informed as Chair of the Trust.</p> <p>ACTION: All MAC minutes across the Academy to go to KS</p> | 023 |
| 15. | <p>Date of next meetings for 2018-2019 academic year</p> <p>31 January 2019 23 May 2019 09 July 2019</p> <p>All at 6.00 pm</p> | |

There being no further business for discussion the Chair thanked everyone for their contributions.

The meeting closed at 8.10 pm.

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| Signed as a true and accurate record of the meeting | |
| Chair's signature | |
| Chair's name | |
| Date | |