What we as governors have achieved in 2019-20

(Completed by Governors July 2020)

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| Core Functions of the Governing Body | Strategic Objective | What we have Achieved | Impact of governors |
| Ensuring clarity of vision, ethos and strategic direction | Shared leadership model with Featherstone Nursery School | Governors worked through different models of shared leadership structures.  Senior Leaders are working across both sites effectively to manage the leadership of Osborne and Featherstone Nursery Schools.  Additional admin support at specific times is planned for implementation as required.  Staff at both schools are able to contact HT as required when not on site.  Newly appointed SENCo  Shared leadership to continue for another year with review to ensure the effectiveness and management of workload for senior leaders moving across sites.  Shared provision in place for pupils at risk and those with EHCP subject to parental choice from Osborne NS, Osborne Primary and Featherstone NS during lockdown. Provision based at Osborne Primary School with staff from each school on a rota. All guidance followed and pupils and staff kept safe.  Plans in place for delivery to wider group following guidance to reopen successfully implemented with social distancing measures ensuring safety for staff, pupils and parents.  Plans in place to merge policies across both schools to ensure consistency and eventually reduce work-load associated with policy-writing and review. | Governors worked together with HT to ensure a leadership model that had the least impact both personally and professionally. This resulted in a model that works effectively with minimal impact on HT.  With Governor input this has meant that both nursery schools can remain financially sustainable in the light of ever tighter budgets.  Support and concern for well-being for HT and other senior leaders involved, expressed at GB meeting.  Updated information and informal review of effectiveness and workload for HT.  SENCo for the new structure to protect the inclusive nature of the nursery school and the high quality support of its pupils with SEND.  Featherstone agreement sought, referred to at GB meeting.  Ability to implement new procedures according to national and local guidance at outbreak of pandemic across schools.  Understanding and support of local issues and support during Covid-19  Approval of plans to support families of key workers to be delivered through shared management at Osborne Primary School.  Governors awareness of plans for management of pandemic precautions through detailed risk assessment shared with Governors and approved prior to reopening.  Contact with HT to offer support from individual governors during pandemic.  Approval of policies. |
| Strategic lead in partnership working | Governors supported and encouraged collaborative working with:  Erdington Schools Collaboration  Erdington Consortium  BAMNS  Birmingham Nursery Schools Trust  APPG  Local foodbanks  Erdington Locality Children’s Centre | Enabled both schools to have access to a school improvement Advisor. Governors have received reports where recommendations for improvements have been considered and discussed.  HT receives support from BAMNS & ESC and has found them positive in sharing good practice. Governors have been involved in BAMNS AGM.  Feedback shared across FGB.  Bulk buying resources or equipment as well as sharing training for staff and governors to save money where possible. |
| Holding the headteacher to account for the educational performance of the school and its pupils and the performance management of staff | Children’s progress and school readiness | Performance Management procedures in place.  HT Performance Management is organised across the ESC group of local schools.  Pupil Premium used effectively to support pupils across the setting, employing long-term additional staff to ensure consistency for children and parents.  Pupil progress data shared with GB and discussed at GB meetings  Shared leadership with Featherstone has not impacted negatively on progress data.  Provision for two-year olds established and the environment developed appropriately to meet the needs of very young children.  Evidence seen on visits of excellent levels of support for pupils with additional needs.  Discussion and approval of spending for SEND support at GB. This includes agreement on staffing via agency on long term contracts.  SEND Governor visits providing detailed feedback to GB  Peer Reviews and visits from School Improvement Advisor.  Interventions/support programmes put in place to support early development with the effective introduction of ‘Bucket Time’  Health for Life award achieved. | PM for HT reported at GB meeting. Insightful and cost-effective HT objectives are set.  HT Reports provide detailed information regarding EYPP spending and outcomes- updates, discussions and approval at GB meetings, including funding approval.  Governors have been able to develop clear understanding of the rates of progress and attainment of pupil in school. Any concerns with progress are challenged and addressed. Any barriers stopping children making progress are discussed and suggestions are made  Evidence seen of high levels of pupil attainment during general visit (LM) where children appeared to be at good levels of school readiness. Written feedback shared with HT and GB.  Evidence of outstanding provision for two-year olds seen on visit. (LM) Excellent environment and high quality first teaching at appropriate levels seen. Children secure and settled. Parents seem relaxed and pleased with the provision. Feedback given to HT and GB.  Provision for pupils with SEND is effective and CRISP funding used to maximise support via agency staff in most appropriate environment using known programmes for support.  Reports and feedback are shared with Governors. Successes are celebrated. Correct avenues are explored when making referrals and links with relevant outside agencies are formed.  Reports are shared and discussed with Governors. Development areas are agreed and addressed.  There are patterns with the types of needs and difficulties that the children are starting nursery with. These have been met with solutions and new things to try and help children settle and make progress more quickly. Bucket Time continues to develop as an effective practice not just for children of SEND but for the two year old provision also.  Governors agreed this had a positive impact on all children and were involved in the process. Balance bikes were introduced across Little Learners and Explorers to help improve the health and wellbeing of all children. Parents showed an enthusiasm for this new scheme reporting how it had had a positive impact on their children. |
| Overseeing the financial performance of the school and making sure its money is well spent. | To keep our nursery economically viable whilst retaining the quality of education | Financial management is supported by SFS in school and at GB meetings. Full and accurate reports are produced and shared with Governors, outlining expenditure throughout the financial year to ensure financial monitoring. A checklist is also produced to show that all financial expectations are met.  SFVS is completed, approved and submitted.  Carry forward balance remains high with plans to use the additional funding to enable the school to ‘buy in’ agency staff to maintain appropriate ratios to best support pupils. £5,395 of previous year’s carry forward was used to set budget for 20-21.  School Development Plan is costed and approved and is on track.  Funding from additional sources such as CRISP, Pupil Premium and ISEY, is used to best advantage in ensuring positive outcomes for pupils.  Petty cash expenditure is monitored/audited and reported to GB.  Gifts and hospitality overview is in place.  Discussions and approval of contract value for money, eg: agency staffing.  Works to building agreed, best value sort:  New reception area and snug room  Replacement of blinds in ocean and woodland rooms  Replacement of all keyworker carpets  New alarm systems  New CCTV system with additional cameras being installed outside  New flue for little learners boiler  Always striving to keep places filled and constantly revising numbers. | Governors have full awareness of the financial situation for the school. Governors see the reports in advance of the meeting and are able to challenge issues, such as carry forward budget spending, etc.  Governors discuss, challenge and approve spending on, for example, agency staffing.  Shared funding for senior leaders’ salaries will benefit both schools over time  The Governing body has reviewed the budget regularly and worked to ensure the school works within a balanced budget whiles maintaining high standards and striving to increase outcomes.  The School Development Plan is approved by the GB and the spending allocated to ensure it may be delivered effectively. HT reports provide details for Governors.  Governors discuss and approve budgets/spending, including additional funding via CRISP and EYPP.  Audit of spending on petty cash and school fund shared and approved at GB meetings.  Approval of gifts and hospitality by GB where required.  Best value is sought for contracts and ways of working (eg: staffing agency v temporary appointments)  Improved security for all in Nursery and safeguarding at reception area.  New carpets in keyworker areas enhance the positive learning environment children experience.  Building and appliances kept in good working condition and safe  Numbers given to governors in HT report every half term. Predictions and plans for future are always made and governors challenge HT over any concerns or drops in numbers. HT always has action plans for the nursery to respond and adapt finances swiftly. |
| Ensuring Statutory Compliance |  | Statutory Return is completed by HT and shared with Chair for approval and then at GB meeting.  (covering statutory testing eg: Legionella, gas pipes, boilers, electrics, security lighting, etc, as detailed in Property Log Book)  Governors’ are provided with Statutory policy documentation in advance of governor meetings, where discussion, challenge and approval takes place.    All staff and governors have received safeguarding training and other training relevant to their roles.  Safeguarding procedures in place:   * KCSE updates for staff and Governors. * Safeguarding and Child Protection Policy approved and on website. * DSLs in place with updated training/network meetings attended * Recording of concerns is accurate and secure   GDPR procedures are in place:   * Staff training has been provided and is ongoing * Data, both physical and electronic, is retained only as required and is destroyed according to legislation * Data is stored securely * Staff understand the requirements and are able to maintain secure practices * Governing Board documentation is password protected * Data storage agreements with external providers are retained (eg: Tapestry)   GDPR and Data Protection is inspected and checked by other staff in ESC.  Website is regularly updated.  Coronavirus statutory guidelines:   * All guidance throughout pandemic has been followed * Risk Assessment completed, shared and approved prior to reopening * Staff training provided to ensure compliance * Ensuring safeguarding measures are still in place for families and pupils during closure of the Nursery. * Governing body meetings moved to virtual meetings in accordance with emergency covid-19 response procedures. * Governor training kept up to date to reflect how to respond in a crisis. * Policies amended as required   Governor training offered and accessed with feedback shared with all Governors. Governors are now accessing National Governance Association support package.  New Ofsted inspection framework  New governors given a tour and handbook. | School is kept safe and compliant with all legislation.  Statutory Policies all in place and approved  Governors and staff have a good understanding of their roles and responsibilities under statutory regulations such as safeguarding, health and safety etc.  School is compliant with all Safeguarding regulations including keeping children safe in education.  Safeguarding procedures are effective, as witnessed by GB members at each visit  Policies are in place and are shared with Governors for discussion and approval.  Dedicated Safeguarding Governor visits to audit safeguarding procedures and practice with very detailed feedback at GB meetings evidence of high standards of safeguarding practice.  Governors are provided with details of DSLs and training delivered ensuring high levels of awareness.  School is GDPR compliant  Updated information provided prior to GB meetings ensures awareness of basic GDPR requirements and policies shared, discussed, challenged and approved.  Report shared with governors. Questions raised about staff training and addressed by HT. Records kept of minor breaches and shared openly with governors to discuss how to prevent in the future.  Website is compliant.  Governors have faced very difficult decisions with regards to the reopening of Nursery following its closure due to Covid-19. Due to an excellent work ethic from its board and exceptional support from SLT, these decisions have been made in the best interests of all the staff, families and pupils ensuring full protocol is followed through DfE guidance.  Detailed reports on Covid-19 planning and procedures shared, discussed and challenged, including extensive Risk Assessment for approval prior to re-opening for pupils other than key works’ children.  Governors informed of details of staff training around Covid-19 with opportunities to discuss and challenge, if required.  Staff have supported children and families through Tapestry providing online learning resources for pupils and parents and strategies how to cope and deal with anxieties during exceptional times. Governors have been informed of all the support procedures that have been implemented and have explored further supportive measures.  Governors have now moved to Microsoft Teams to ensure we can still remain strong in times of uncertainty and provide our full support to the SLT during this very difficult and challenging time .All Governors across the board agreed to a virtual meeting policy.  Training through NGA has ensured governors are aware of the difficulties that they face with regards to making difficult decisions  Governors can now access freely webinars and online training modules at their convenience. This has resulted in an uptake of training by all governors who couldn’t previously access training workshops due to employment commitments.  Governors completed training in this area to ensure their knowledge is up to date.  Governors are aware of expectations and security when in the building. Any documents containing sensitive information sent via email are secured with an agreed password. |

Signed: H.Majahid Date: 06/07/2020

Chair of Governors: Haleem Majahid

Governors contributing: Haleem Majahid, Lesley Martin, Alexandra Baicoianu, Nikki Ledwidge, Debbie Hill, Sharon Eeles