What we as governors have achieved in 2020-21

(Completed by Governors July 2021)

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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 | Senior Leaders have been working across both sites effectively to manage the leadership of Osborne and Featherstone Nursery Schools for two years.  Leadership costs split by proportion of pupils across the two schools.  Monthly Head Teacher supervision by an external agency.  Additional admin support at specific times as required.  Staff questionnaire re shared leadership structure completed & analysed.  New phone system installed that is cost effective and enables SLT to have external & internal calls put through to them from either site.  New cloud based MIS system (Scholar Pack) implemented across both schools  Separate SENCo and DHT roles  Teachers at both schools have started to have regular meetings via Teams  Enabled the sharing of surplus resources across the two schools where multiple items were needed due to bubble system.  Similar policies put in place across both schools as they are reviewed to ensure consistency and reduce work-load associated with policy-writing and review. | Governors agreed on a second year of trial shared leadership before evaluating, due to disruption from pandemic.  The impact of variations in pupil numbers is lessened and both nursery schools can remain financially sustainable in the light of ever tighter budgets.  Wellbeing of head teacher protected despite increased workload.  Agreed funding for additional admin hours via surplus analysis form  100% of staff across both schools feel the current shared leadership structure works well and brings benefits to both schools.  Communication between staff of both schools and outside agencies improved  SLT can now access pupil records for both schools at either site. Allowed easier access to attendance records to ensure all children were safeguarded and LA return completed each Wednesday.  Agreed new staffing structure as part of the leadership trial and this has been very successful, enabling SENCo to focus on children with SEND and DHT to focus on school improvement in the classroom.  Shared workload and support for a role which only has one person in it at each school.  Cost effective as new resources did not have to be purchased to run bubble system.  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 has received valuable support from BAMNS & ESC during pandemic. Constantly changing guidance has been discussed & ideas shared to ensure the safety of all staff and children.  Bulk buying of online training (Kym Scott) with BAMNS schools developed skills and knowledge of staff.  Shared INSET training with BAMNS planned for September 2021 – large cost saving  Shared online INSET day with ESC enabled a tailored mindfulness session and advice from chaplaincy to be included for all staff. |
| 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, securing long-term additional agency staff to ensure interventions could take place in bubbles.  Pupil progress data shared with GB and discussed at GB meetings  Shared leadership with Featherstone has not impacted negatively on progress data.  Provision for home learning and support for parents from staff working from home ensured children not in nursery due to the pandemic continued to make progress.  Evidence seen on virtual visits of excellent levels of support for pupils with additional needs and their parents whilst home learning from the SENCo.  Discussion and approval of spending for SEND support at GB. This includes agreement on staffing via agency on long term contracts.  Governors and staff given introductory training on new EYFS to prepare them for changes being implemented from September 2021 | PM for HT reported at GB meeting. Insightful and cost-effective HT objectives are set. Use of Teams allowed performance management to still have external input despite covid restrictions.  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  Governor ensured home learning was in place through governor meetings and a virtual governor visit with the nursery teacher.  Children continued to be moved along the SEND pathway and SEND Support Provision Plans & EHCPs obtained to enable them to have the correct support in primary school.  Provision for pupils with SEND is effective and ISEY funding used to maximise support via agency staff in most appropriate environment  All staff and governors aware of changes to EYFS |
| 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 external agencies 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.  Change of financial supplier to Amethyst from April 2021 after recommendations from ESC & another nursery school.  Change in DHT role to four days across both schools during the recruitment of a retiring staff member  TA who resigned was not automatically replaced as pupil numbers were low due to the pandemic.  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 Improvement Plan is costed and approved and is on track.  Funding from additional sources such as 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.  Promotion of available nursery places with Erdington Children Centre and health visitors as large number of vacancies due to lack of parental confidence during the pandemic.  Staffing in Little Learners reduced due to much lower numbers of 2 year olds attending nursery | 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.  Annual review of suppliers ensure they are cost effective and good quality.  Finance reports for governors clearer and more easily understood.  Governors take cost saving opportunities when they naturally arise to avoid the need for re-structure and redundancies.  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 Improvement 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.  Numbers given to governors in HT report every term. Predictions and plans for future are always made and governors challenge HT over any concerns or drops in numbers.  Use of an agency staff member to provide flexible staffing in Little Learners meant that staffing levels could be kept matched to pupil numbers & was cost effective. |
| 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 virtual 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 being carried out virtually when face to face couldn’t * Staff first aid training prioritised when face to face training could be done * Recording of concerns is accurate and secure   175 safeguarding audit completed.  Covid risk assessments were regularly updated and shared with staff and governors.  A Covid agreement written, published on our website and discussed with all new and existing parents  Covid addendums added to relevant policies  Health and safety walks carried out termly out of school hours by staff to ensure that the school was kept in good repair whilst not bursting covid ‘bubbles’  Data protection procedures are in place:   * Staff update training has been provided * Governor update training completed * Governing Board documentation is accessed by governors via OneDrive * Role specific data protection considerations discussed with staff and governors   Website is regularly updated. Covid information page added | 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 and checked by governors at virtual visits when in-person visits could not happen.  Policies are in place and are shared with Governors for discussion and approval.  Safeguarding governor checked 175 safeguarding audit to ensure all procedures were in place.  Staff had above legal requirements for staff first aid trained throughout pandemic.  Schools remained covid secure and implemented all DfE and PHE guidance.  Governors agreed use of a parent covid agreement  Policies remain relevant in current situation  Governors checked actions plans from the health and safety walks to ensure any remedial works were completed  School is GDPR compliant  Capital money used to purchase more up to date ipads to enable staff to use OneDrive and Office apps and work from home as and when required. Reduced need for paper documents to be transported between school and home.  Records kept of minor breaches and shared openly with governors to discuss how to prevent in the future.  Website is compliant and a useful source of information for prospective and current parents |

Signed: H.Majahid Date: 05/07/2021

Chair of Governors: Haleem Majahid

Governors contributing: Haleem Majahid, Lesley Martin, Alexandra Baicoianu, Nicholas Simmons, Debbie Hill, Sharon Eeles, Sam Wiltshire, Jayne Adamson (Clerk)