



## Education & Standards Committee Meeting

Wednesday 23<sup>rd</sup> March 2022 at 1.00pm  
At The Federation of Boldmere Schools

**Present:** Mrs N Arkinstall (Co-opted) (NA) Chair  
Mr Carl Glasgow (Executive Head Teacher) (EHT)  
Mr Matt Sadler (Co-opted Head of Junior) (MS)) (HoJ)  
Miss Ema Jackson (Staff) (EJ)  
Mrs Samantha Kenny (Co-opted Head of Infants) (SK) (HoI)  
Ms Laura Shergold (Parent Governor) (LS)  
Ms Holly Birkett (Associate) (HB)  
Ms Tara Morton (Associate)(TM)  
Mr Jeremy Merckel (Co-opted) (JM)

**In Attendance:** Ms Cordell O'Neill (Clerk) (CO)  
Kerry Preece (BIB Manager) (KP)

**Apologies:** Mrs Christine Engers (Co-opted) (CE)

Item:	Agenda Items:	Action by:												
1.	<b>Welcome and Apologies</b> The Chair welcomed governors to the meeting, apologies were received and accepted from CE.													
2.	<b>Declarations of Interest</b> The Chair asked members if there were any declarations of interest to be declared either pecuniary or non-pecuniary. There were no declarations declared.													
3.	<b>Urgent Additional Items</b> There were no items to be discussed.													
4.	<b>Minutes of the Previous Meeting and matters arising of 10<sup>th</sup> November 2021</b> Governors referred to the minutes of the previous meeting held on 10 <sup>th</sup> November 2021 having been previously circulated. <i>It was,</i>  <b>AGREED:</b> as a true and accurate record and signed by the Chair at the meeting. The signed copy was handed to the EHT. <b>Matters Arising</b> <table border="1"> <thead> <tr> <th>Item</th><th>Action</th><th>Outcome</th></tr> </thead> <tbody> <tr> <td>Item 4</td><td>Governors to complete the online training with HAYS Safeguarding and Safer Recruitment</td><td>Remind Governors</td></tr> <tr> <td>Item 4</td><td>Review budget plan and spends</td><td>Completed</td></tr> <tr> <td>Item 4</td><td>Email of "thanks" sent to all staff for the visits that took</td><td>Completed</td></tr> </tbody> </table>	Item	Action	Outcome	Item 4	Governors to complete the online training with HAYS Safeguarding and Safer Recruitment	Remind Governors	Item 4	Review budget plan and spends	Completed	Item 4	Email of "thanks" sent to all staff for the visits that took	Completed	Gov.s
Item	Action	Outcome												
Item 4	Governors to complete the online training with HAYS Safeguarding and Safer Recruitment	Remind Governors												
Item 4	Review budget plan and spends	Completed												
Item 4	Email of "thanks" sent to all staff for the visits that took	Completed												

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_

	place on 10.11.21		
	Item 7	Clerk to share 'virtual parents evening surveys' from other schools or links	Completed
	Item 7	Add item on Virtual Parents evening with FGB	Completed
	Item 7	Source IT advice on sharing videos etc. on Cloud	Completed
	Item 9	Update the SEF and circulate for FGB December.	Completed
	Item 11	Nicki Bell to report on the outcomes from her remote working with leaders.	Completed
	Item 17	Include the school tour discussion to the next FGB meeting.	Completed
5.	<b>Chairs business, actions and correspondence</b> The Chair reported how she visited the BIB and met the new BIB Manager and the SEN leader.		
6.	<b>Membership Update</b> The Clerk confirmed there were no membership updates to advice. The TOR would be updated and circulated.		<b>Clerk</b>
7.	<b>Head of School Reports</b> The Head of Infants (HoI) and Head of Juniors (HoJ) referred to the reports having been previously circulated. The key points and questions were recorded: <b>Infants:</b> <ul style="list-style-type: none"> <li>Attendance for the Autumn Term 2021 was 94.34% based on 280 children, excluding Nursery (this included Covid19 related absence).</li> <li>There were currently 100 children in mainstream plus 9 BIB children on the <u>Vulnerable Children list</u> (compared to 89 + 9 in Autumn Term) The 10 children added include 2 children from Operation Encompass notification, 1 child with well-being concerns, 1 new starter, 1 care plan, 4 SEND, where further support was required, and 2 children had received attendance letters.</li> </ul> <b>A governor asked how the school received updates on Operation Encompass.</b> The HoI confirmed they had to physically check daily and shared an incident that happened in October, which did not appear on Operation Encompass until November. <b>Governors highlighted the failure and asked if that had been reported.</b> The EHT confirmed it was a city-wide problem and not just around Operation Encompass. The HoJ was involved in the safeguarding forum with local schools and confirmed it was a general issue. <ul style="list-style-type: none"> <li>Staffing update was provided for the infant's school, 15 members of staff tested positive in the Autumn Term over a two-week period</li> <li>All teachers had been double jabbed some have had booster. All but one TA was double jabbed and some eligible for booster.</li> <li>Two play leaders resigned and finished in November. Two new play leaders were appointed.</li> <li>One further play leader had handed in her resignation – the position had been advertised.</li> </ul>		

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_

- The relocated Reception teacher would work 2 days a week from January- long term supply teacher had been appointed for the other three days each week to backfill the position, in addition the appointment of another teacher had taken place, to backfill positions.
- The school would continue to monitor, and reading was a priority.
- The year group and year leads were working really hard with catch up and interventions.

**A governor highlighted the increase of vulnerable children in year 2.** The Hol confirmed there was an increased numbers of SEN in that year group and discussed the challenges with no TAs for all the children that required one. It had been a disruptive 2 years for the children which had make an impact to their education and mental health.

**A governor highlighted that 3 play leaders had resigned recently and asked for reasons why.** The Hol confirmed one play leader reached that time of retirement and the other two changed their career path to work in a care home, all posts had been filled.

**A governor asked how the school was managing when teachers were absent.** The Hol confirmed TAs were covering, and they were reducing the usage of agency/supply. It was reported how an office staff member was off due to a bereavement and a TA was also backfilling that role. Staff were all working really hard and working flexibly and the school appreciated all staff.

**A governor highlighted the attendance that was reported at 93.94%, asked if that was due to covid.**

It was confirmed by the Hol there were a few families with persistent absences and the school were working with the families, also the children had been protected for 2 years and not built up their resistance to illness in schools that are being experienced such as chicken pox.

There were no further questions.

The HoJ highlighted the following salient points from the Junior school:

- There were 40 children on the vulnerable children list - this was significantly reduced in comparison to the previous number in the Autumn term as no longer included those whose only 'vulnerability' was having a medical need or SEND.
- 43 children reported as having attendance around 92% or below. Many of these children would be added to the vulnerable child register if there was no marked increase before Easter.
- Parents evening was remote and continued to work effectively for both school and the parents. It was highlighted how the parents missed viewing the schoolbooks, the plan moving forward was to schedule an open evening and send home some books in the anticipation of their return.
- The BIB Parents evening continued to be held face to face.
- Covid - School was beginning to get back to normal. Clubs were fully operational

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_

	<p>and educational visits were in the planning stages to be returned.</p> <ul style="list-style-type: none"> <li>• All new appointments January 2022 was established within school and enjoying their roles.</li> <li>• 2 members of staff would be commencing their maternity leave from April and July and internal appointments had been made with internal cover to avoid disruption to Y6 prior to secondary transition.</li> <li>• Longer term maternity absence to be covered by 2 x newly recruited teachers recruited, commencing September 2022. Both were currently in first year as ECT, who would complete their second year ECT with Boldmere.</li> <li>• An Additional teacher recruited 0.4 to support the cover of ECT role (entitled to 1-day non-class based per week including PPA plus additional training).</li> <li>• School led tutoring – DFE approved funding for 31 children and apportioned £6,277 pound to subsidise 75% of the total offer, the remaining £2,092 coming from the school's Covid catch up grant. School was offering 544 hours in total, divided between 32 children. The tuition was delivered by teaching staff who volunteered outside of their normal paid hours with staff at a cost of £31 per hour (rate determined by the local authority HR). The majority were internal teachers at Boldmere, only a few from supply.</li> </ul> <p><b><i>The HoJ agreed the school led tutoring was for all year groups following a governor's question.</i></b></p> <ul style="list-style-type: none"> <li>• There was an opportunity for governors to attend a session scheduled for Monday 4<sup>th</sup> April 2022 to discuss the data in more detail, ahead of a potential visit from Ofsted. It was suggested to record the session for governors that could not attend and post on governorhub.</li> <li>• Data – The HoJ confirmed his report was brief, however a comprehensive report of the school would be circulated after easter.</li> <li>• The EHT asked the HoJ to circulate the plan from his interview day, which included his intentions following the appointment.</li> </ul> <p><b><i>A governor highlighted the increased numbers of SEND children in year 5 and asked how the school was supporting.</i></b></p> <p>The HoJ confirmed a vacancy was currently available for a Senior Learning Mentor, to support. It was highlighted how more and more children presented mental health issues. The HoJ reported that each school had an expectation to have a Mental Health Lead to support all children and staff. EJ confirmed the school had a new well-being link in year 5. There were also 2 x TAs for additional support.</p> <p><b><i>Governors discussed pressures for children and the school for the delivery and completion of the SATS.</i></b> The school confirmed they were worried and often the pressures were presented by the school, the white paper was also discussed and detailed every school required a mental health advocate. The children were nervous for their SATS however, excited as they had been preparing for their SATS for some time.</p> <p><b><i>A governor highlighted the increase to attendance data in class 6J and asked for further details.</i></b> It was confirmed that was due to the covid outbreak, following the residential.</p> <p><b><i>A governor highlighted how positive the newsletter was and how informative the content was, the communication had improved in Juniors and the HoJ was commended for this.</i></b></p>	<p>Gov</p> <p>HoJ</p> <p>HoJ</p>
--	--	----------------------------------

Chair's signature: \_\_\_\_\_

Date: \_\_\_\_\_

	<p><b><i>The Chair asked HoJ, during his first few weeks of employment, was there any areas he had noticed that required immediate attention or change.</i></b></p> <p>The HoJ, referred to modifying areas only and the focus was on supporting the school to return to normal following unprecedented times, highlighting the areas of the school that do well and focus on the quality of teaching and SEND areas.</p> <p><b><i>The Chair thanked the Head for their reports and thanked the committee members for their challenging questions.</i></b></p> <p>There were no further questions.</p>	
8.	<p><b>Curriculum Update/monitoring cycle</b></p> <p>The curriculum update and monitoring cycle had been included in other agenda items and there was nothing further to include.</p>	
9.	<p><b>BIB update</b></p> <p>The Committee welcomed the new Manager of the BIB to the committee and the new BIB Manager highlighted the following salient points:</p> <ul style="list-style-type: none"> <li>• Joining the Boldmere family as the BIB Manager had been a privilege. The Team in the BIB and across both settings were welcoming.</li> <li>• The sensory room was reported as a priority for the BIB Manager.</li> <li>• A further priority was to build relationships with staff, pupils and parents, begin to look at practice, in addition to supporting staff and sharing the benefit of her experience in Autism, mid-way through an academic year, had been challenging and rewarding.</li> <li>• Opportunity to meet the parents was insightful to find out more about the BIB family.</li> <li>• First 2 days included completing reports for places in the BIB for the LA and since her recruitment, 12 reports for places had been completed and 3 were waiting in her inbox for 23<sup>rd</sup> March 2022, to be addressed.</li> <li>• Immediate impact to be sure year groups received breaks.</li> <li>• Gradually attending classrooms and backfilling cover to support and build the ethos.</li> <li>• Secured 3 members of staff on a permanent basis to support the adult and children ratio.</li> <li>• Local business had been contacted and secured resources for the outside area, the children were enjoying outside learning.</li> <li>• BIB was celebrating achievements in the Newsletter and on a new a display board.</li> <li>• Consistency of staff was important and additional requests for funding were also a priority.</li> </ul> <p><b><i>Governors highlighted the sensory room was exciting and essential.</i></b> The BIB manager highlighted how the parents had also been supportive by supplying equipment for the new sandpit outdoors.</p> <p><b><i>A governor asked how the integration was working from BIB to mainstream.</i></b></p>	

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_

	<p>The BIB Manager provided scenarios of children that were integrating into mainstream, some more successful than others, however the school and the BIB would persevere. The EHT confirmed the integration was not just focusing on the BIB children, but also mainstream school children, children learn from each other. The sensory room would be for the whole school.</p> <p>The BIB Manager had fostered links with Occupational Therapy services, it was reported how OT currently do not offer a resources base offer for provision for resource bases and the BIB Manager had volunteered Boldmere as the pilot and a meeting had been scheduled to view the sensory room. The BIB Manager had arranged a Peer group who would meet half termly to support each other.</p> <p><b><i>Governors thanked the new BIB Manager and congratulated her for the work so far. There were no further questions. KP left the meeting at 2.15pm</i></b></p>	
10.	<p><b>Receive report from School Improvement Plan Advisor/External Advisor</b></p> <p>The EHT reported on the new School Improvement Advisor Josie Leese (JL) and had circulated the reports from her visits on the 26<sup>th</sup> of January 2022 (juniors) and 1<sup>st</sup> March 2022 (infants). The following salient points were shared:</p> <ul style="list-style-type: none"> <li>• JL was impressed with the schools and commented how the Leaders demonstrated a clear view of the operational systems and procedures across school and support their teams to implement effectively. Provided positive feedback on the whole school. The school was delighted to have her skills and experiences on board.</li> <li>• JL was invited to visit the BIB last Friday and common threads were detected from all schools.</li> <li>• The HoI reported on the priorities highlighted in the report for Infants, reading and an action plan was created, to identify the continuous provision.</li> <li>• The year leads discussed areas with JL, and it was a productive useful day.</li> <li>• An action plan had been created for the whole school and would be reviewed regularly. The next visit would be to identify the previous actions and view the changes and impacts.</li> <li>• The HoJ reported, it was well received by all staff and built the trust and confidence back into the teachers.</li> <li>• All staff members commented how the visit was welcoming and professional.</li> </ul> <p>The Chair reflected on the report and agreed it was building good relationships and placed confidence back in to staff.</p>	
11.	<p><b>Review Quality of Teaching</b></p> <p>The EHT had already reported on the school led tutoring and there was nothing further to include.</p>	
12.	<p><b>Review end of Academic Year 2021/2022 data predictions.</b></p> <p>The HoI had detailed the infant class profiles for the spring term 2022 data. Which was circulated prior to the meeting and the following salient points raised:</p>	

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_

	<ul style="list-style-type: none"> <li>Governors noted the detailed data was from January and it was highlighted how that had improved since this data was presented.</li> <li>Governors were advised to review the 2019 data, compared with the national data in 2019. The results were not too dissimilar.</li> <li>The greater depth was not assessed due to the gaps, however by the end of the year the school were anticipating a few to be of greater depth.</li> </ul> <p><b>A governor raised how the predictions appeared to be high.</b> A Staff member confirmed the 2019-year group was a low achieving year group, however presented higher data.</p> <ul style="list-style-type: none"> <li>The HoJ confirmed the data would be lower than previous years due to the unprecedented times.</li> </ul> <p>The HoJ shared the following salient points from the KS2 data presented:</p> <ul style="list-style-type: none"> <li>Autumn baseline SATS assessments were, 70% of children at ARE in Reading and 34% of these children are working at Greater Depth in reading.</li> <li>The mocks were completed this week and the school expected and were hoping for an improvement.</li> <li>Maths was challenging and the next four weeks the school would be working hard with the pupils by using white rose and alternative interventions.</li> </ul> <p>There were no further questions.</p>	
13.	<p><b>Review Pupil Premium Strategy</b></p> <p>The EHT reported the Pupil Premium Strategy was displayed on the website and in line with DfE. Both Heads of school would work together to review the documents and use that as an opportunity to revisit any actions.</p> <p><b>A governor asked if parents were aware Pupil Premium continued with their children, when the parents returned to work and provided a scenario of her own experiences.</b></p> <p>The school confirmed that was beyond their control. However, if parents raised the question with the office, it would be highlighted.</p> <p>There were no further questions.</p>	
14.	<p><b>Staff Mental Health</b></p> <p><b>Governors asked how the staff well-being was in school.</b></p> <p>The HoJ confirmed the survey for well-being was carried out during mental health week and the school identified areas of support with mental well-being, the school identified staff workload via a matrix and highlighted areas on marking and behaviours, which had reduced staff workload by delegating work to other areas and involving children with low key responsibilities.</p> <p><b>A governor highlighted how the junior school had stopped the year group emails option and asked if that had the desired effect.</b></p> <p>EJ confirmed the majority of emails received could have been asked at the office or the gate. It had reduced a large amount of their workload and made a difference to the well-being of the staff.</p> <p>The HoJ confirmed the infants were continuing to use their year group email and had not</p>	

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_

	<p>received the extent of messages like the juniors.</p> <p><b>A governor raised an example of an email she had sent to the school which did require a response. The Governor felt there should be a clear path of who parents did contact for a prompt response.</b> The HoJ confirmed any issues that required a prompt response should be forwarded to the office.</p> <p>The EJ reported how the atmosphere of staff seemed lighter and happier and feedback from children was the same. <b>Governors reported how the productions had been amazing.</b></p> <p>The SLT were feeling supported and both Heads were working together.</p> <p>The EHT reported how the additional staff such as the support in the BIB and both Head of school, supported the EHT and allowed all members to carry out their own roles to their full potential. Covid had made a huge impact to all roles and responsibilities.</p> <p><b>A governor asked for an update on the North Birmingham Schools support, which was mentioned some time ago.</b> The EHT said it would depend on the academy agenda outcome and they needed to be mindful of where they would be in the future.</p> <p><b>Governors highlighted the potential talks of joining a MAT or a direct link with other schools.</b> SLT confirmed how the school had dealt with challenging times over the last few years and discussions on the MAT or other Academies would be discussed in the near future.</p> <p>Jeremy Merckel left the meeting at 14.40pm.</p>	
15.	<p><b>Review and Approve Policies</b></p> <p>The following policies were circulated ahead of the meeting for consideration:</p> <p>1. Photograph and Filming Policy Statement</p> <p>The HoJ reported on the new policy and proposals were to re visit the policy, reminding parents of the rules of sharing photography and films. The Policy received an overwhelming positive response.</p> <p><b>Governors asked for more information on who would be storing the images and who had access to the photos and films.</b> The HoJ confirmed, staff in school would have the access, there would not be a delegated lead. Parents would be informed ahead of the production and the benefits of the policy outweigh the risks.</p> <p>2. Leave of Absence Policy</p> <p>The HoJ reported the Leave of Absence Policy was an LA Policy.</p> <p>It was, agreed to <b>APPROVE</b> and <b>ADOPT</b> the above policies.</p>	
16.	<p><b>Governor training and visits</b></p> <p>Governors had visited the school prior to the committee meeting. It was confirmed as a positive day and governors thanked all the staff for their hard work.</p>	
17.	<p><b>LA Circulars or Items for Information</b></p> <p>The following documents were circulated for governor's information:</p> <ul style="list-style-type: none"> <li>• Covid Updates</li> <li>• Spotlight on Governance support</li> </ul>	

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_



	<ul style="list-style-type: none"> <li>• Training at SIPS</li> </ul> <p>Governors welcomed the LA Information.</p>	
18.	<p><b>Any Other Business</b></p> <p><b>Parents Questionnaires Outcomes</b></p> <p>The EHT reported the paper responses were significantly greater than the online returns. The following salient points were raised:</p> <ul style="list-style-type: none"> <li>• The impact on the pandemic on Education was raised.</li> <li>• End of term reports would be shared at the end of Autumn and Spring term.</li> </ul> <p><b><i>Governors highlighted the majority of 'Don't knows' and asked if that meant not applicable.</i></b> The SLT agreed, however that was the terminology used by Ofsted.</p> <p>The HoJ reported communication was reflected in the Juniors, relating to the frequency and accuracy. The remote learning was raised and challenged.</p> <p><b><i>A governor highlighted how the newsletter was a positive improvement to the communication.</i></b></p> <p>There were no further questions.</p>	
19.	<p><b>Date and time of Next Meeting</b></p> <ul style="list-style-type: none"> <li>• Wednesday 18<sup>th</sup> May 2022 at 1pm</li> </ul>	

#### ACTIONS:

Item No.	Action	By Whom
Item 4	Governors to complete the online training with HAYS Safeguarding and Safer Recruitment	All
Item 4	Circulate the updated TOR	Clerk
Item 7	4 <sup>th</sup> April 2022 Session scheduled for all Governors	All
Item 7	Comprehensive report from the new Head of Junior to circulate when complete	HoJ
Item 7	The Head of Juniors to circulate the presentation from his interview day	HoJ

With there being no further business, the Chair closed the meeting at 3.05pm and thanked governors for their attendance and challenging questions.

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_