



The Fields Nursery School, Galfrid Road, Cambridge, CB5 8ND

Minutes of the Meeting of the Governing Body
Wednesday 9th December 2020 at 6.30pm

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| <u>Present:</u> | Mrs Gloria Reed | GR | Chair of Governors |
| | Mrs Ann Abineri | AA | Local Authority Governor |
| | Dr Valerie Ashton | VA | Co-opted Governor |
| | Ms Florence Blagden | FB | Co-opted Governor |
| | Mrs Ruth Holman | RH | Acting Head |
| | Ms Sarah Moynihan | SM | Co-opted Governor |
| | Mr Simon Sykes | SS | Co-opted Governor |
| | Mrs Dawn Willis | DW | Co-opted Governor |
| | Mrs Rebecca Wylie | RW | Co-opted Governor |

In Attendance: Mrs Gwyneth Barton GB Clerk

1. Welcome- GR chaired and welcomed Governors to this virtual meeting of the Governing Body. The meeting was quorate.

2. Apologies- Accepted from Luisa Pedro, Carmile Trancoso-Gordon and Roger Williams.

3. Declaration of Interests- There were no new declarations of interest.

4. Minutes of the Meeting of 24th September 2020- The confidential and open minutes of the Governing Body meeting held on 24th September 2020 were confirmed as correct records. All matters arising were covered on the agenda.

5. Acting Head's Report

RH updated Governors on a number of issues:

Funding for maintained nursery schools – Vicky Ford, the Minister for Children, had stated in a Tweet on 26th November 2020 that supplementary funding for maintained nursery schools would continue for 2021/22 and that long-term solutions were being sought. However, this news had not yet been formally announced elsewhere.

Support for families – The Government had recently announced that the food voucher scheme launched over the summer holidays would continue for the Christmas holidays and February half-term and would be extended to include 3 and 4 year olds eligible for the Early Years Pupil Premium and funded 2 year olds. The vouchers would be for £15 per week and would be for a supermarket, restricted to food purchases. The scheme would be administered by the local authority.

The Fields had also been working with Star Radio and the Salvation Army, who were providing food hampers and Christmas presents for families in need. Governors welcomed these initiatives and thanked all involved.



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SM noted that Trust funds were also available to support families if needed. RH agreed to check with colleagues if any further support would be appropriate. Governors noted that the Trust would need to be wound up when The Fields federated.

Federation – Work was continuing to enable The Fields to join the Cambridge Nursery Federation from April 2021. It had been intended to launch the formal staff consultation on federation on 14th December 2020, but this had been postponed to 14th January 2021. GR invited Governors to join her at the meeting on 14th January 2021 if available.

Governors asked whether delaying the launch of the staff consultation could further delay the date of federation. RH reported EPM's advice that the consultation and follow-up could still be completed in time to allow federation to take place in April 2021. GR emphasised that The Fields, the Cambridge Nursery Federation and the local authority all remained fully committed to federation.

Disciplinary hearing – The Governing Body had previously been advised that a staff disciplinary hearing had taken place. The individual had decided to appeal the outcome of the hearing and arrangements were being made for the appeal.

6. Chair's Report

GR reported on a number of issues:

Termly briefing – She had recently attended the Governors' termly briefing on Zoom, together with AA and RW. The content had related mainly to primary schools.

Mentoring for RH – As previously agreed by the Governing Body, Rikke Waldau had been asked for a revised quote to mentor RH for her National Professional Qualification for Headship (NPQH) to the end of the calendar year. The quote had been received and agreed with GR, SM and SS. RH reported that she would be having a final session with Rikke on 14th December 2020 and would then be submitting her last piece of work.

Appraisals – Amanda Bannister, Executive Head of the Cambridge Nursery Federation, had completed RH's appraisal. RH had since completed some staff appraisals and the rest would be done on 4th January 2021, a staff training day.

Federation – Workshops to prepare for federation had been arranged for 14th December 2020, 11th January 2021, 1st February 2021 and 1st March 2021. GR and RH would be attending, together with Emma Dean from the local authority, Amanda Bannister and Chris Willis Pickup, one of the co-Chairs of the Cambridge Nursery Federation.

Chris Willis Pickup had suggested that it would be useful for current Fields Governors interested in joining the new Federation Governing Body to complete a skills matrix, to help identify possible skill gaps and overlaps. GR had asked him to send the skills matrix used by the current Federation Governing Body and would forward this to Fields Governors for completion. The workshop sessions would develop proposals for the new Governing Body and these would be brought to Governors in



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due course. Governors commented that it would be important to ensure that The Fields continued to be represented effectively.

SM noted that she had been in contact with RH about The Fields' cash balance. If necessary, the local authority would transfer funds into The Fields' account and The Fields would have three years to pay the money back. Any transfer would need to be agreed by GR and SM. SM emphasised that any transfer would need to be taken into account in the discussions about federation, to ensure that it was not an obstacle.

RH reported that it was currently thought that it would be possible to manage on a monthly basis and that no transfer would be needed. A deficit of £11,000 was projected for the year-end. Ray Byford of the local authority's Education Finance team was aware of this. Some income was due to The Fields from the local authority for the vacated part of the building, for which the local authority was now responsible. A local authority surveyor had recently visited The Fields but plans for the future use of this part of the building were still unknown.

7. Committees/Policies

a) Safeguarding Meeting 23rd November 2020- The notes of this meeting were received.

Governors asked why the Acting Head's report had referred to two safeguarding cases, but the notes of this meeting to only one. RH explained that the second case had arisen shortly after the meeting on 23rd November 2020.

Governors welcomed the appointment of two Safeguarding deputies and the attendance of one, Emma Vardy, at the meeting on 23rd November 2020.

8. Any Other Business- None.

9. Dates of Future Governing Body Meetings- It was agreed that future Governing Body meetings would take place on:

- Tuesday 9th February 2021 at 6.30pm
- Tuesday 23rd March 2021 at 6.30pm.

The meeting closed at 7.05pm.

Signed:

Date: