

**MINUTES OF A MEETING OF
THE VILLAGE INFANTS SCHOOL QUALITY OF EDUCATION COMMITTEE
HELD ON 17th JULY 2025
IN SCHOOL AND BY VIDEO CONFERENCE
(5:15 pm – 6:15 pm)**

Present: Councillor Harriet Spoor (Chair)
Andy Carr **R**
Debbie Rosaman
Louise Sparks
Richard Wells
Su Joy
Yolanda Cattle

Also present: Jackie Day, BDSIP Governor Services

R = attended remotely

MINUTES – PART 1

1 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Bernadette Thompson and Lee Buckingham.

2 DECLARATION OF INTERESTS

Governors had no personal or business interests to declare.

3 MINUTES

The minutes of the meeting held on 27th March 2025 were confirmed as a true record. There were no matters arising.

4 POLICY APPROVAL

Governors **approved** the updated Online Safety Policy as presented.

5 SCHOOL IMPROVEMENT PLAN UPDATE

Governors received an update on the School Improvement Plan 2024-25.

5.1 Priority 1: Teaching and Learning

There had been a focus on embedding learning. The LA's Head of School Performance and Partnerships had visited and had commented that she had never seen children and adults so focused and engaged anywhere else.

5.2 Priority 2: Writing

Staff had received training on Talk for Writing and Power of Reading. The new Literacy Lead had visited Dorothy Barley Infants School to look at their Writing, and she will attend Pie Corbett training.

5.3 **Priority 3: Reading**

Parent visits to class had been successful. Parents also found the story time workshops useful, e.g. changing voices to help engage children. The Foyle Foundation grant of £2k had been spent on lots of new reading books.

5.4 **Priority 4: Science**

The application for the Primary Science Quality Mark had been successful. The school achieved the Gilt Award which is the highest level.

5.5 **Priority 5: Edukey**

Edukey was now being used across the school and was well embedded. It now needs to be used more consistently.

5.6 **Priority 6: EYFS**

- a) The target of 70% GLD was achieved. Good progress had been made on many of the objectives.
- b) Ofsted had commented on the quality of the Reception outdoor area. Quotes were now being obtained for developing the Nursery area.
- c) The LA had been asked about installing a separate Nursery gate but there was not enough space.
- d) It was hoped that the Nursery garden could be completed soon.

5.7 **Priority 7: Inclusion**

- a) The school was still learning a lot from other agencies.
- b) William Ford Junior School was visited. The staff there were impressed with how well pupils had managed when they moved up to Year 3. The schools were working together better on sharing transition information.
- c) The school had not begun work on the Inclusion Quality Mark yet. This will start next year if possible. It would be easier if the assessments were based on observations rather than on written evidence. Children thrive in the school.
- d) Governors asked if the school gets feedback on the progress of pupils who have moved on. They were informed that there was no formal follow up but sometimes comments were received when staff attend conferences. It was **suggested** that William Ford Junior School could be visited to see how former Village pupils were progressing.

6 **FINANCIAL PROBITY AUDIT**

Governors received a verbal update on the recent financial audit. They were informed that the school had been given a rating of Reasonable Assurance. It was just short of Substantial Assurance due to two recommended actions – computer lock screen times should be shorter, and staff passwords should be at least 16 characters. The school's IT provider had not raised these points before. The auditor said that every school had been picked up on these issues recently. Governors asked why the LA had not warned schools to tighten up these procedures if they were common issues.

Governors were pleased to note that all the school's other financial procedures were secure. The draft report had been received. Su Joy was thanked for her hard work on managing the school's finances and documentation.

7 BUDGET UPDATE

Governors received the budget monitoring report for the end of June 2025. Arising therefrom:

- 7.1 The water bill had been high due to a leak caused by water company works. It was hoped that the school would receive funding to cover the excess charges.
- 7.2 There should be a clearer picture of the budget by October when the planned organisational changes are in place.
- 7.3 Schools were waiting to hear when EHCPs funding will be available again. The Headteacher and Chair had attended a meeting with the Director of Education and the Head of SEND Services and they had questioned the transparency of the LA's requests for consultations on SEND admissions.
- 7.4 Governors noted that some schools have large carry forward sums but others have deficits. Andy Carr **agreed** to look at data on the levels of SEND in different schools to see if this was having an impact on budgets. The school spends its SEND funding effectively. The Chair reported that a White Paper was expected in the Autumn, and this may include new proposals for national SEND funding.
- 7.5 Governors were informed that funding to London boroughs had not changed even in areas where pupil populations have reduced significantly. Population change has happened quickly. It was hoped that funding would be reviewed so that it is allocated more fairly.
- 7.6 Governors were informed that the finance had adviser had advised that it was better practice to use budget adjustments instead of virements in future.

8 ANY OTHER BUSINESS

The governors:

8.1 Organisational Change

were informed that new organisational change proposals were being prepared for HR. These should be on track for implementation on 31 October 2025. The Organisational Change Committee would need to meet early in September to approve the proposals.

8.2 Pupil Accident

noted that a child had suffered a broken arm that day after being pushed from a low height by another child. The equipment was not at fault and the injury could not have been avoided. The first aider had been calm and reassuring for the child and parent until help arrived.

8.3 Posts of Responsibility

were asked by the Chair to consider linking to a subject area so they can join learning walks and give feedback to the Quality of Education Committee. It was agreed that this would be useful if governors had time to come into school. It was suggested that training on link governor roles would also be useful. Governors were asked to let the Chair know if they had any subject preferences. The Chair would also like to hold one-to-one meetings again next year. The Chair would also like to organise a parents' questionnaire and investigate setting up a PTA/Friends of Village for fundraising.

9 **MEETING DATES**

Meeting dates for 2025/26 would be circulated after this meeting.

Actions/Follow up		
Min 5.7 d	It was suggested that staff visit William Ford Junior School to see how former Village pupils are progressing.	School
Min 7.4	Andy Carr to look at SEND levels in schools to see if there is an impact on budgets.	Andy Carr
Min 8.1	Organisational Change Committee to meet early in September to consider the latest proposals.	Organisational Change Committee
Min 8.3	<ul style="list-style-type: none"> • Governors to consider linking to a subject area – let Chair know their preferences • Suggest training on Link Governor roles • Chair to arrange one-to-one meetings with governors next year 	Governors Governor Services Chair
Min 9	Meeting dates for 2025/26 to be circulated after this meeting	Su Joy