

Aclet Close Nursery School

Governors' Annual Report to Parents July 2016

A report to parents from the Governors is required by law under the **School Standards and Framework Act 1998**.

It is published on the school's website under Policies and a hard copy is available in the office on request.

If requested, the Governors will hold a meeting **at 5pm on Monday 18th July 2016** in the Nursery School, at which this report would be discussed.

If fewer than 15 parents wish to attend, it is not necessary for the meeting to take place. If you wish to attend the meeting please return the tear off slip at the end of the report **by 3.30pm on Friday 15th July**.

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Previous Report to Parents and Annual Parents' Meeting

A report was prepared for the Summer 2015, and a meeting arranged by the Governors. The report was discussed by the Governors, but as there were no requests from parents, no formal meeting was held.

The Governing Body

The Governing body consists of the following members, as of 30th June 2016:

Chair	Cllr John Lethbridge (resigned)
Acting Chair	Celia Dixon
Vice Chair	Celia Dixon
Head Teacher	Nick Birbeck until December 2015 Lisa Jenkins from January 2016
Co-opted Governors	Sandra Dransfield Alex Marley Mikeala Morgans
Parent Governors	Kate Badger (resigned) Lianne Hill (resigned) George Richardson (resigned) Alison L Courtney Toni Evans
Current Vacancy	
Staff Governors	Alison Spark (resigned) Ashley Longhorne (resigned)
Current Vacancy	
Clerk to the Governors	Philip Chater

Note: The Governing Body is to be revised during the Autumn Term in accordance with statutory changes.

Staff Governors, Alison Spark and Ashley Longhorne resigned prior to the appointment of the new Head Teacher.

Kate Badger, parent governor, resigned from the Board of Governors in the Spring Term.

Cllr John Lethbridge, who represents Woodhouse Close on the County Council, resigned in June 2016. His term of office was due to expire in September 2016.

Lianne Hill and George Richardson, parent governors, resigned in the Summer Term.

Their contributions to Aclet Close Nursery School over the years are recognised and gratefully acknowledged.

The Chair of Governors can always be contacted through the school. The Clerk to the Governors can be contacted at Governor Support Services, County Hall, Durham.

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The Governing body have met termly with additional meetings for sub-committees such as Pay Review, Finance and The Curriculum.

Governor involvement:

- Recruitment of a new Head Teacher, Lisa Jenkins, for January 2016
- Recruitment of a new Deputy Head Teacher, Emily Tonge, for September 2016
- Completion of SFVS with the Head Teacher
- Discussion about photography project with member of staff
- Worked with Head Teacher to write a transition procedure for new children/children transferring from our twos provision to threes and fours' provision
- Worked with Head Teacher to ensure website meets statutory requirements
- Discussion with Head Teacher regarding Safeguarding requirements
- Worked with Head Teacher to document opportunities offered to the children to support their Spiritual, Moral, Social and Cultural (SMSC) development
- Recruitment of a new Administration Officer, Sharon Buttle, for July 2016
- Supported staff with open evening for new and transferring children and their families

The Governing body combines experienced and recently appointed Governors; we have recently appointed new Governors to committees. Our new governors are very keen to become fully involved with the school; newly created committees will ensure that we have their input into all aspects of the school.

Staff and Staff Development

During the year there have been some changes to staffing.

Mr Nick Birbeck retired in December 2015. Both Alison Spark and Ashley Longhorne were successful in securing promotions in Primary Schools (South Tyneside and County Durham).

Head Teacher (until December 15)	Mr Nick Birbeck
Head Teacher (from January 16)	Mrs Lisa Jenkins
Assistant Head Teacher (until 29 th April)	Mrs Alison Spark
Deputy Head Teacher (from September 16)	Mrs Emily Tonge
Full time supply teacher (May – July)	Mrs Sally Rees
Teacher 0.2 PPA Cover + Woodland Experience	Mrs Angela King
Higher Level Teaching Assistant, p/t mornings	Mrs Lianne Metcalfe
Higher Level Teaching Assistant, p/t afternoons	Miss Julie Thompson
Nursery Nurse, 3s and 4s provision	Miss Perri Newton
Nursery Assistant, 2s provision	Mrs Denise Hughes
Nursery Assistant, 2s provision & Special Needs Teaching Assistant	Miss Nikki Woodhouse
Nursery Nurse p/t afternoons, 2s provision	Miss Danielle Wright
Supply Special Needs Teaching Assistant	Miss Rebecca Lyndsay
Office Manager (until 24 th May)	Mrs Ashley Longhorne
Administration Officer (from July 16)	Mrs Sharon Buttle
Caretaker and Cook	Mrs. Barraclough

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Staff Training

Governors are totally committed to ensuring that staff remain trained and motivated, and encourages them to access training. Some of this training is planned in the School's improvement plan; others are taken up as they become available.

In the Spring Term, Continuing Professional Development attended by staff included: visits to other schools/settings, network meetings, school based tutor meetings (Sunderland University), Equality and Diversity, documenting children's learning, Paediatric First Aid (2 days), Mathematics for two year olds. In addition one member of staff has led a photography project with children as part of her degree level photography studies.

In the Summer Term, Continuing Professional Development attended by staff included: Safer Recruitment, Training Day focused on indoor environment, EYFS Ofsted, Channel general awareness training module (prevent duty), Mindstretchers (risk and challenge), SSTEW (Sustained Shared Thinking Emotional Well-being) scales, 'Stronger Families Programme', Designated Officer refresher Safeguarding, Level 2 Safeguarding, level 1 refresher Safeguarding, 'Working memory', Autistic Spectrum Disorder training, cluster meetings, SAIL/Juniper training, Designated Teacher for Looked After Children, BLAST (Speech and Language) training, Managing Spiritual, Moral, Social and Cultural development provision in schools, Whole team visit to a Sunderland Nursery School, Mastery and Mindset, 2 year old integrated reviews training, Numicon Training and food hygiene.

Weekly staff meetings have provided updates and on-going professional development.

The School's Self Evaluation

The school received an 'Outstanding' Ofsted judgement in Spring 2014.

Aclet Close Nursery School is an inclusive Nursery School that has a positive trend in attainment. Children leave the nursery well prepared for the transition to Primary school; we support children to develop the characteristics of learning that will ensure that they will be enthusiastic learners in the future.

External reviews of the school are positive. Nora Waugh, employed by the Local Authority has been the school's Education Development Partner with responsibility for monitoring of standards.

The school reviews its own progress continuously, and teaching and learning are at the heart. Performance Management reviews document that staff have high expectations of themselves and children. The Governors are very satisfied that high standards are being set by Aclet Close, to the benefit of children and their families.

During the Ofsted inspection, the school was summed up as follows:

"Children's achievement is outstanding. Irrespective of starting point or need, each child receives the help and support they require to make rapid progress and achieve highly."

"The Headteacher's passion and drive invigorate and enthuse the staff to ensure the school provides the very best for each child."

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“The Nursery is a very remarkable place for children and their families. Children’s great enjoyment and high achievement prepare them exceptionally well for the next stage in their education. “

Children’s Progress

Within a few weeks of children starting Nursery, staff establish ‘baseline’ data through observational assessment. The assessment and tracking tool is updated throughout the year, at least termly.

The data shows that many children start Nursery below national expectations, however, during the time they are here they progress very well and leave where or above they should be.

The school continues to drive up its own standards and this is reflected in challenging School Development Plans and great rigour applied to self-evaluation. Mini moderation meetings and pupil progress meetings take place throughout the year in order for colleagues to discuss the learning of progress of groups and individual children.

Premises

Replacement of Nursery windows is due to take place during the Summer 2016 holidays.

The caretaker makes daily checks both indoors and outdoors. Various maintenance and repairs have been completed over the last year including timer for lights, battery replaced on front doors, bathroom leaks fixed, door locks fixed/replaced as well as the usual checks, for example, monthly legionella, alarms, boiler, alarm, electrical equipment.

The arboricultural team visit regularly and rubbish and broken/‘tatty’ outdoor toys have been disposed of.

School Security: School Travel Plan and Access

This year, no children have left the building unauthorised. The biggest threat to children remains careless movement of cars in the delivery space at drop off/collection times. A small number of parents have been asked to park their cars away from the Nursery – all have obliged, without any issue. Governors thank all parents for their cooperation in keeping the school a safe place to access.

We are not aware of any complaints from local residents; we continue to use our no-parking cones as a reminder for all who visit Aclet Close Nursery School.

Teaching and Learning and the Curriculum

All staff are formally observed teaching regularly throughout the year, and these observations are recorded and shared. All members of staff believe that it is important to strive to improve their performance and continue to attend training as well as learning from each other.

Our curriculum is play based. A range of new ideas and familiar activities are planned to challenge children of all abilities, developing their knowledge and skills in every area of learning. Flexibility allows other short topics to be included, to address the needs or follow the interests of the children. They have enjoyed learning about other cultures during festivals such as Diwali and Chinese New Year.

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Outdoors, the children make full use of our grounds; the majority of our eldest children have taken part in a 'Woodland Experience'. More recently we have been able to invite parents to the children's last session so they can celebrate and join in with the children's learning and achievements. These activities are documented in large folders, which parents are very welcome to look at, at any time.

Children have taken part in a 'gardening day', with parents invited, to complete a 'make over' and generally take responsibility and have some ownership of their environment. Old fencing has been removed and replaced with new and a mud kitchen is in its early stages of development. The water feature was fixed and given a thorough clean and the pump will be replaced during the Summer holidays.

There have also been opportunities to grow tomatoes, strawberries, potatoes and onions.

School Visits and Visitors

Over the last year children have visited Hardwick Park, the sensory room at the Children's Centre, Woodhouse Close library, Harry's Farm and Hall Hill Farm. Paid trips were subsidised by school funds.

In Nursery Zoo Lab have been to visit and the children hatched ducklings from eggs received from Krafty Kritters.

A book fair was held in conjunction with World Book Day. £84 worth of books were received as commission – this was a lovely surprise.

Financial Reports

Charity Fund-raising

The school believes it is important to raise awareness in the community and in children's minds of thinking of others. Families have raised funds for Save the Children and Butterwick Hospice have received bags of donations that can be sold in their charity shops. Donations have also been made to Samaritan's Purse, Comic relief, Macmillan Cancer and Children in Need.

School Fund

School Fund, donated by parents via weekly voluntary contributions, is effectively a current account that is audited annually. Parents are informed of expenditure on monthly newsletters. Examples include, subsidised school trips, daily healthy snacks and resources that enhance the children's learning. Copies of the audit are available on request from the office.

The accounts for 2015-2016 have been independently audited and found to be in order. At present there is over £1000 in the account.

School Budget

This provides for all of the school's expenditure and comes from the Government via the Local Authority.

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(Oracle Statement)

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The school's budget runs for the financial year, from April to March. The Nursery has received monthly visits from a bursar who oversees finances and generates reports to Governors.

Changes are afoot with regards to how Nursery Schools are funded. We have been able to set the budget for the year 2016 – 2017; we fully expect funds to be tight. The school is able to generate a very small sum by offering additional hours and private places, where we have spare capacity.

Accessibility and Disability

This year we have had one child with Special Education Needs who requires careful consideration with regards to accessibility in order to make good progress physically.

In the future it is hoped that access for visitors will be improved by installing a hatch window at the Nursery entrance; at present the door with one high and one low handle could be a barrier for some.

The rest of the nursery is accessed on one level and we have an accessible bathroom.

Racial Equality Issues

It is the school's policy, in line with County Council policy and legislation, to report any racist incidents. This might involve comments made by parents, children or staff, or involve graffiti, or any other incident. The Governors have a responsibility to oversee these issues. There have been no incidents this year.

Bullying Incidents

The school has had no incidents of bullying this year – it is a particular focus of staff to ensure that no bullying takes place here. Parents, staff and visitors adhere to the Care, Courtesy and Respect code adopted by the Local Authority.

Complaints Procedure

As outlined in the school's prospectus, the school has a complaints procedure. During the current year neither the Head Teacher nor the Governors have received any formal complaints.

Publication of Information

The school has a policy which explains which information is available to parents concerning the running of the school. It is available to view from the school's office. This information falls under four categories – the School Prospectus (Handbook); Governors' Documents; Pupils and Curriculum; and School Policies. Any information falling under these categories can be examined on receipt of a request (written or verbal) to the Head Teacher – the exceptions being any personal information and/or any information restricted under Data Protection legislation.

Special Educational Needs (SEN)

Aclet Close Nursery School is an inclusive school. We support children with a range of needs, enabling them to access a full curriculum. Staff work with and follow advice from a range of professionals including Educational Psychologist, speech therapists, health visitors, family support workers, paediatricians and occupational therapists.

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All staff adhere to the SEN Code of Practice (2014) and fully embrace the principles of working with children and parents in decision making at individual and strategic levels.

The Nursery receives a small amount of funding that allows us to partly pay for extra staff and the Nursery's Special Educational Needs (SEN) co-coordinator oversees children's learning and collates the necessary paperwork.

Annual Report on Special Educational Needs

The aim of the school is to identify children with Special Educational Needs (SEN) as early as possible, whilst also allowing the children to 'find their feet' and show us what they are capable of in a time frame which is different for individual children. Children have Special Educational Needs if they have a learning difficulty that requires special educational provision to be made for them. Our success in this area is confirmed by the positive response from past parents and other professional agencies that monitor the pupil's progress and are independent from the nursery, whilst being closely involved in the welfare of these children.

This year we have two children who are identified as requiring extra support. We currently have two members of staff who are employed to support these children on a one to one basis. We work very closely with professionals to ensure the children's needs are identified and met.

A number of other children have been identified by Nursery staff as having delayed speech and/or language skills. We follow advice from speech and language therapists and where resources are provided, children take part in regular intervention work with their key worker. After referrals, the waiting list for assessment is often long; therefore, early identification is crucial.

The Future

The school will endeavour to meet the needs of families and the community, providing a seamless service to young children and their families.

Predicted school numbers are healthy for September 2016, particularly for mornings and the beginning for the week. We have a small number of places remaining on afternoons and the end of the week. There are children on the waiting list who will turn 3 years old from October onwards. Our two year old provision will once again be full.

- **Two Year-Olds at Aclet Close**

Demand for provision for two year olds remains very popular. The Head Teacher has successfully bid for funding to install water and toilet facilities in the Qube outdoor classroom as well as some new furniture and resources. This will provide us with more space that can be utilised by staff and groups of children. Landlord's permission has been granted and building work will commence once planning permission has been granted. The Governors are prepared to expand our number of places for two year olds, if needed.

- **30 hours provision (for working parents of 3 and 4 year olds from September 2017)**

The Head Teacher has been asked by the DfE to work within one of twenty-five partnerships across the country. This involves receiving support from consultants to write a business plan to look at the

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feasibility of either providing this service ourselves at Aclet Close Nursery School or working alongside other providers in partnership to share the education and care of children in order to meet the working needs of their parents across the year.

There are pilot studies across the country at present and it is very early days with the partnership; we will keep you informed of any developments.

- **Continuous development of the learning environment**

The staff at Aclet Close Nursery School will continue to develop both indoor and outdoor environments in order to improve the learning experience for the children. We endeavour to keep up with the latest good practice, reflect on our own practice and make changes where they are in the best interests of the children.

The Governors are delighted to present this report which records another successful year in the life of this always developing school.

Signed:

Mrs Celia Dixon

Acting Chair

On behalf of the Governors of Aclet Close Nursery School

I wish to attend a meeting at **5pm on Monday 18th July 2016** at which the Governors will present and answer questions on this report.

Name..... Child's name.....

***Please return to the office by 3.30pm on Friday 15th July ONLY if you wish to attend a meeting. If you are happy just to read this report you need take no action.**

Note: *If the parents of fewer than 15 registered pupils respond, the meeting will not take place. (Annual Parents Meeting (Exemption) (England) Regulations 2003/1921)*