

Minutes of Governing Body Meeting, 30th June, 2017

Present:	Jayne Rosamond James Stewart Nick Gaulder Kate Davies Steve Wood Rob Campbell Natalie Wiltshire
In Attendance:	Yvette Scott (Temporary Clerk to Governors)
Apologies:	Mandy Lambert Phil Thompson Malcolm Sands Adrian Fox

17/22	To Receive Apologies for Absence	
Summary of item	Apologies read and noted by clerk	
Questions and responses	N/A	
Actions Arising / Resolutions		
Apologies to be noted on minutes		YS

17/23	To Agree to the Co-Option of a Governor	
Summary of item	JR proposed the co-opting of Dan Askew onto the Governing Body, highlighting that the areas required to be covered by the governors would be appropriately covered by his skill set.	
Questions and responses	Question 1 <i>JS and NG agreed motion carried</i>	
Actions Arising / Resolutions		
Offer to Dan Askew to be forwarded and all documents to be completed regarding safeguarding.		RC/YS

17/24	To Agree the Previous Minutes and Consider Any Matters Arising	
Summary of item	To confirm that the minutes of the previous meeting are an accurate record RC/JS agree this is correct.	

Questions and responses	<p>Question 1 <i>Raised if any progression regarding the trim trail. RC reports that 1 of 2 companies has submitted a design and costing with a further visit due. Unfortunately, also reports that grant application to National Lottery Fund has been rejected. Added that companies providing quotes also can apply for funding on school's behalf and this has been requested. NG suggests applying to Benevolent Fund.</i></p> <p><i>Noted last health and safety check flagged that our next fire safety check would bring up issues with current provision, and that this would require funding to meet requirements.</i></p>
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Actions Arising / Resolutions	
Application process and contact details re Benevolent Fund to be forwarded to RC Bursar to be informed to add to financial plan	NG RC

17/25	To Consider School Improvement: Personal Development, Behaviour and Welfare.
Summary of item	<p>Stakeholders survey response delivered very positive feedback overall with however some anomalies of note. One regarding how the school deals with bullying, if you read the results regarding if the school deals with this positively the low % may appear negative, but in reflection looking over all the response many hand wrote that they couldn't select a positive response as they had not had the occasion to be concerned re this area of school provision. Therefore, a much more positive outcome than the % denotes. Homework also fell into a similar area with responses of too much and too little. The school held a homework forum to address parental concern, no parents arrived for the forum.</p> <p>RC reported that the pupil survey analysis raised concerns re behaviour in school. Policy has been reviewed since said survey and is shared on our website so that parents are aware. Also, the school commissioned a behaviour audit from an external moderator from NYCC. Claire Tiffany has already conducted this audit with no concerns at all raised. She did note that the pupil conferencing part of the audit concluded that it was the children's perception of SEN behaviour that led them to believe overall behaviour in their class to be negative. To counteract their perception and to show overall weekly behaviour the green-gold system has been introduced via teachers. This is implemented to positively encouraging a model of good behaviour for all students within their capabilities with weekly interaction on progress as a group.</p> <p>RC reported that a staff survey is going to be sent out within the week so data captured from this would be accessible soon.</p> <p>NW presented that she was to this point optimistic regarding the support plan and spring 2 data, she was still nevertheless awaiting the full report when all the SAT's results are returned. Also noting that new policy regarding sending out letters when individual attendance drops below 90% had seen all bar one of the students in this category have improvements to their overall percentage of attendance.</p>

Questions and responses	<p>Question 1 <i>NG asked that it be noted all homework he had seen had been appropriate to the school policy. In particular that it was relevant to the topic being currently studied. KD also asked that it be noted that school holds a homework club for those children wanting further support in school.</i></p> <p>Question 2 <i>Governors noted that they were particularly pleased with the responses and the clarity of information fed back from the surveys (JR/NG)</i></p> <p>Question 3 <i>JR asked if attendance had improved what was the ongoing policy regarding if this had not been the case. RC responded with a further letter being sent when a child attendance drops below 85% with weekly checks being managed via the office and reported to the SLT. Following on appointments may be raised with SLT to discuss what support and structure can be given to facilitate child's better attendance and to give better understanding in how attendance correlates to achievement and progress for their child.</i></p> <p>Question 4 <i>JS asked that a copy of the letter sent to parents be made available to him so that he could view, JR requested copy also regarding any additional information that may support the families understanding of the need to correspond regarding attendance. NW added that our attendance is in line with National figures which considering our demographics is a positive that needs to continually be built on.</i></p>
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Actions Arising / Resolutions

Claire Tiffany Audit results to be forwarded to Governors to inform future monitoring Copy of attendance letter to go to JR and JS	RC RC
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17/26	To Consider the Headteacher's Report
Summary of item	<p>Some of the areas regarding the Headteacher report has already been covered, all governors have had access to the report prior to this meeting. RC added that the Families Federation have an online resource and report regarding our use of pupil premium being one of best practice. NW notes that our year is a different year to last due to a lower mobility, also that staffing has changed since the report was originally issued but this will be addressed in the next headteachers report.</p> <p>SEN update; 4 new EHCP issued this is a 100% success rate on all submitted requests, testament to the SEN provision is required, and is being met fully by the school in conjunction with the applications. Multi agency practice is being incorporated fully throughout the application process to ensure that all available targeted maintained and needed support for our children is available when needed to the best of the school's ability within the parameters that we are restricted by regarding availability and waiting lists.</p>
Questions and responses	<p>Question 1 <i>No questions from the table. JR happy with no other comments on report but asked if the school was on track in comparison to last year.</i> <i>RC response- Believe the school to be on track in comparison to last year but for governors to note our year 4 cohort is very low attaining but this cohort holds a large SEN %.</i> <i>Governors responded that the 2-prong approach of tracking the statutory more able students and attainment and progress via the GL assessment is meeting the need to ensure students are fully supported by our current policy.</i></p> <p>Question 2 <i>JS asked why the more able is only targeted at English and Maths when there is such a broad aspect to learning not covered.</i></p>

	<p>RC responded to say this is defined by government policy, that the previous gifted and talented era did incorporate more but are no longer the targets the government uses. NW added however that she believes our ethos and drive within school develops the whole child that it is not about registers and paperwork, it is about allowing time and space within the curriculum to provide the holistic and overall needs for the child which may not be government policy but which she believes as a school we continue to provide. JS said this should be something we continue to recognise and develop the whole child and their talents in the next academic year no matter what area they fall within.</p> <p>Question 3 NG questioned how the children had dealt with the SAT's testing. KD responded saying she felt they had peaked at the right time (JR questioned what she meant by this) She continued to clarify that their emotional, preparation, support and guidance had been key areas that had been addressed within their education to ensure that they could concentrate on the academic and flourish with the foundation in place to cover any emotional and welfare needs.</p> <p>Question 4 NG asked what has been put in place for year 5 next year? NW asked that we wait for this year's results to give time for reflection and ongoing planning.</p> <p>Question 5 JS asks whether buying in the targeted support for SEN could help speed up the process of achieving EHCP. RC responds in that we are essentially buying in support already via ta 1:1 provision and the appropriate multi agency support that is being utilised as it is all paid for via government funds following the guided protocol gets the best level of support for the child it however takes time.</p>
Actions Arising / Resolutions	
None Required	

17/27	To consider Ongoing Policy Review	
Summary of item	Behaviour and anti-bullying policy attached to pre-meeting email – these were approved.	
Questions and responses	<p>Question 1 JR asked if this is communicated well to students. RC response, the policies have been re discussed with staff and decision made that summary will be included in arrival and leaver documents and induction of children to facilitate the information being clear to the whole school.</p>	
Actions Arising / Resolutions		
That the Behaviour and Anti Bullying Policies be approved. Amend arrival and leaver documents with additional summary		JC/RC

17/28	To Receive Correspondence	
Summary of item	JR received email from Malcolm Sands to say standing down from end of summer term, Nick Gaulder also standing down from the same time but will stay on as an associate governor until posting date confirmed to assist and mentor new governors. Two prospective governors have approached the school to note their interest in any available positions. Kate Davies to be approached regarding becoming co-opted	

	member and the additionally parent governor role will be advertised in the new academic year.
Questions and responses	<p>Question 1 <i>KD asked where ongoing monitoring proformas being held as none in school office, RC responded that they are in his office all actioned. JR reminded governors to complete monitoring forms when in school or educational visits.</i></p> <p>Question 2 <i>NG asked regarding last cluster athletics if any money being reimbursed as cancelled due to weather when event had begun. RC informed company charged £100 instead of £270 which was the full cost.</i></p>
Actions Arising / Resolutions	
Kate Davies (parent) to be approached re interest in governor position	JR/RC

17/29	To Consider Health and Safety/Safeguarding Issues
Summary of item	<p>RC confirmed one open CP case at moment, also that addition of new tracking helpful as overview for governors to be aware of.</p> <p>H&S: Trees have been removed as per previous H&S audit after advice from tree specialists at county regarding any other options available to us. The area has been made into a static area with picnic benches. County has confirmed that this area is now being elevated to a C1 priority, its needs will be assessed at county to see if availability of funds to repair/resurface.</p>
Questions and responses	<p>Question 1 <i>KD asked if the tree root area in reception outside play park has been addressed with the owner. RC responded lengthy meeting with council as this issue overlaps with the ongoing drainage issue as land is owned by same private individual. To record the drainage issue has been re-opened by county but this has impact on the tree root issue as well as all one and the same company. Most up to date information is that Barton Park Homes are aware of the damage and they have responded to our email to say they are 'considering this'. It remains on our action list.</i></p>
Actions Arising / Resolutions	
Ongoing management of the drainage and root issues via county update as appropriate.	RC

17/30	To Consider Governor Training
Summary of item	All current governors up to date with safeguarding training. Further training scheduled in for 7 th July.
Questions and responses	<p>Question 1 <i>None</i></p>
Actions Arising / Resolutions	

None	
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17/31	To Consider Swaledale Alliance MoU	
Summary of item	Full document regarding Swaledale Alliance MoU to be forwarded to all governors for their perusal and final decision. Salient points noted out by RC and he would advocate for continued membership for the school in the alliance. Decision required by end of this academic year.	
Questions and responses	<p>Question 1 <i>JR asked if there is a cost increase and what are the benefits?</i> RC responded that it has increased by £1 per student so approx. £208 for school at current NR. Many different benefits too many to note, document needs to be read however they include provision such as, CPD for all school staff, networking and sharing best practice, able to be key figures within steering groups giving ability for our school to be confident in giving and gaining the best from the partnership. New addition is the inclusion of a bi annual external Alliance led audit on schools with final report providing cross alliance support and guidance in transparency of practice.</p> <p>Question 2 NG asks if being part of alliance gives more protection from being forced down an academy route in the future. RC responded in that the government changes to educational criteria mean that there is no certainty for any possible academy/la status for the route ahead but a good point to be highlighted.</p>	
Actions Arising / Resolutions	Governors agree yes in principle (JR, JS, NG) but want new governors and those unable to attend to have time to read document prior to next meeting to confirm.	JR JS NG

17/32	To consider Governor Resources	
Summary of item	<p>a. Online Platform; All website info has been acted on and is now up to date as of this meeting</p> <p>b. Ofsted Summary; JS thanked RC for this completion and that it is exactly what the governors requested as a platform for their knowledge base dependent on their areas of specialisation. SW added that it is their personal duty to consider their key lead and focus on what they are responsible for whilst consolidating a broader understanding as a whole.</p>	
Questions and responses	<p>Question 1 NG asks if there are any areas where the SLT think the school could tip over into outstanding? NW responded no but did say that Liz did feel that the outcomes for pupils could be raised to good, but we await the results relevant to this. Discussion followed regarding whether an amazing school is wider than the Ofsted mark (the limitations of a 'snapshot' day inspection) and that warmth, passion, drive and an inclusive approach are an all key characteristics in the provision within the school. JR replied that an overall holistic approach and aiming for the best possible provision is what is required to be in line with the school ethos and aims. NG highlighted that the CDP undertaken and the teaching that has been given over the year indicate the dedicated level of input from all staff and that this is an extremely high level of work should be celebrated, JS also</p>	

	<i>added that Primary Science Goldmark, PE mark and other awards are reflective of our school and show to parents that we are dedicated to the students' ongoing development.</i>	
Actions Arising / Resolutions	None awaiting completed reports post SAT's results.	

17/33	To Receive Monitoring Reports	
Summary of item	Continually being added to the file.	
Questions and responses	Question 1 <i>KD asks if Educational visits have been monitored recently. JR asks that governors from most recent visit submit monitoring reports to RC</i>	
Actions Arising / Resolutions	Reports required from governors on Yorkshire Sculpture Park Art Visit	KD NG
17/34	To Receive Any Other Business	
Summary of item	SW asked if would be possible to apply the model regarding organising this meeting to other meetings in that a later confirmation of date to allow for more flexibility. RC invited all governors to the end of year production by year 5 and 6 on 6 th July at 1400 or 1800, contact the office to issue you with a ticket	
Questions and responses	Question 1 <i>JR said unfortunately due to the pre-planning required for clerk diaries and the external work demands of other members it would need to remain at pre-organised dates in advance over the academic year to allow for availability of the best number of governors.</i>	
Actions Arising / Resolutions	None	

17/35	Date of Next Meeting	
Summary of item	Pre-programmed next FGM Thursday 13th July 1230	
Questions and responses	<i>Apologies to be sent to the JR or clerk to the Governor by July 10th 2017</i>	
Actions Arising / Resolutions		