NORTH YORKSHIRE CHILDREN & YOUNG PEOPLE'S SERVICE
LEEMING (RAF) COMMUNITY PRIMARY SCHOOL
Minutes of a Governing Body Meeting held on Monday 2 November 2015

Present: J Rosamond (Chair), A Pritchard-Jenkins (Headteacher),
              N Wiltshire, K Davies, R Neasom

In Attendance: M Lambert (Clerk)
               C Nuttall (Staff)

Apologies were received from: M Sands, S Hillbeck and N Gaulder - consent was given to their absence.

Non-attendance: I Pardoe, A Fox

		Action
15/78	<u>To Receive any Declarations of Business Interests</u> There were no declarations of business interests.	
15/79	<u>To Agree the Minutes of the Previous Meeting</u> The minutes of the meeting held on Monday 21 September 2015 had been circulated prior to the meeting. The minutes were agreed as a correct record and signed by the Chair. It was noted that Richard had agreed to be the Lead governor for Curriculum & School Improvement instead of Jayne.	**RN**
15/80	<u>To Consider any Matters Arising from the Minutes</u> ➢ The Primary School Education Forum had not been attended due to the weather conditions. ➢ Governor SIN meeting – had not been attended as when Jayne turned up there was no-one at the venue. ➢ The PE grant format had changed and Richard had re-written the application and would be sent to the Headteacher for completion.	**RN**
15/81	<u>To Consider the Headteacher's Report</u> The Headteacher's report was circulated at the meeting: ➢ Number on roll 252 in ten full time classes – good funding. ➢ Staffing changes – new staffing structure in place. Two new members of staff have settled in well. Rachael Dobson has resigned and would advertise for a two term contract. Hannah Eyles would be undertaking maternity leave with effect from Easter. ➢ Looking at the same structure for next year. ➢ The pupil premium reviews were circulated with the report – there is quite a stable need for this funding. The staff has managed an extraordinary amount of mobility which has had an impact on workloads. The impact evaluation in terms of being able to target the support is important. Part of the funding helped to structure the extra class. ***Jayne asked whether the funding should be used for an extra class – the Headteacher explained how the extra class helped with the large numbers of pupils in school and mitigated the effect of this.*** ***Kate asked about The Zone staffing – it was noted that this was not happening at the current time. It was noted that the funding was used for lunchtime cover for vulnerable children and would be reworded.*** ➢ The data information was outlined in the report and work was on-going	

	including evaluating the school against the Ofsted Framework. This will be moderated on 25 November 2015 by the new School Improvement Adviser, Lis Marsden. Evidence would be gathered on current practice and use this as well as the historical data. There are progress and attainment issues in the Y6 KS2 data and this would need to be explained in terms of pupil mobility. In terms of Leadership and Management the summer EDA visit presentation included a wide-ranging breadth of leadership in school and looking at the criteria should still be within outstanding but would need to be justified. The North Yorkshire schools profile had been sent to Governors for their information and the data priorities explained to Governors. The KS1 data was really good as was the EYFS data although individual pupils often do not transfer from EY to Y2 due to mobility. In KS2 the data is very different with writing coming out broadly in line with national percentages. However Maths and Reading were below. It was noted that it was a small cohort. The combined average point score had been maintained. ➤ The areas for School development are ensuring good pupil progress, pastoral support, leadership and management including governance, curriculum, planning and assessment, staff CPD, SEN including DQM/IQM audits and subject development (science/PE/Art and MFL). ➤ The school would like to bid for RAF Leeming Community Primary School to be a lead school for assessment co-ordinated with other primary schools in the area. *Jayne asked whether this would increase workload – the Headteacher explained that the wider leadership structure would be maintained which should give the capacity to undertake this role and the school would be attending the events anyway as part of the Swaledale Alliance.* *Resolved: That a bid be submitted to be a lead school for assessment with the ability to monitor impact.*	**AP-J**
15/82	<u>To Receive an Update on School Collaboration: Swaledale membership: SLE roles: Moderators Y6/Y2; PE ST; Lead school for moderation</u> This had been covered under the Headteacher's report.	
15/83	<u>To Receive School Performance Data 2014-2015: EY/KS1/KS2</u> The performance data had been explained in the Headteacher's report.	
15/84	<u>To Consider Key School Development Priorities</u> The school development priorities had been explained in the Headteacher's report.	
15/85	<u>To Receive an Update on Headteacher Recruitment</u> All of the governors have been involved in the start of the process for the Headteacher recruitment. A draft person specification and job description had been drawn up. The Chair would be meeting HR regarding the documents to be placed on the website for the appointment process.	**JR**
15/86	<u>To Receive Ofsted Update</u> It was noted that work was on-going on Ofsted updates with some key challenges around data. The drop in data could trigger an inspection.	
15/87	<u>To Consider School Self Evaluation Summary</u> The updated SEF would be emailed out to Governors in due course.	**AP-J**
15/88	<u>To Consider Headteacher Performance Management</u> The meeting had not yet been arranged with the School Improvement Adviser. The Headteacher to seek a suitable date.	**AP-J**
15/89	<u>To Receive Reports from Governors' Training/School Events</u> Kate Davies – Visit to Whitby.	

	KS1 – Visit to Hartlepool. Bewerley Park visit coming up. Y5/6 – Visit to Ripon.	
15/90	<u>To Receive Correspondence</u> NYCC – Governor vacancies on NYEP.	
15/91	<u>To Discuss any Health and Safety / Safeguarding Issues</u> A health and safety inspection by the HandS service would be held in two weeks time. The Headteacher to ask Ian Pardoe if he could do a walk round before the inspection. There had been some issues out of school due to behaviour and relationships which were being dealt with. It was felt that the incidents should have been dealt with by the Police and not handed back to the school.	**AP-J**
15/92	<u>To Consider Governor Training</u> A list of Governor training courses was available.	
15/93	<u>To Consider Any Other Business</u> There was no further business.	
15/94	<u>To Consider Future Meeting Dates</u> The next meeting was agreed for Tuesday 8 December 2015 at 4.00 pm.	**ALL**

There being no further business the meeting closed at 6.00 pm.

<u>2 November 2015</u>