



**RISEDALE**

SCHOOL

A family of learners

**MISSION STATEMENT:**

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**AIMS:**

- Celebrate success, learn from mistakes
- Build resilience, accept challenge and strive for excellence
- Shape curriculum to discover, explore and build aspiration

## GOVERNING BODY MINUTES

Held Tuesday 3rd October 2023 at 5pm, CPD Room (19), Risedale School

**Present Governors:** John Glahome, Carl Les, Terry McCann, Colin Scott, Gary Morley (new co-opted gov), Lara Vinsen

**In Attendance:** Mark Kirkbride, James Yates, Jane Hailwood, Gemma Roberts, Sarah Cox, Stacey Burke

**Governor Apologies:** Amy Beveridge, Amanda Hastings

**SLT Apologies:** Richard Sherwood

**Note Taker:** Gemma Roberts (Senior Teacher) [Apart from Item No. 8]

### MINUTES

	<b>PART A Procedural</b>	<b>Action</b>
<b>No.</b>	<b>Item</b>	
1.	<b>Welcome and Apologies for Absence and to determine whether any absences should be consented to</b>  See above	
2.	<b>Co-option of any new governors</b> New co-opted governor nominated: Gary Morley- seconded by Colin Scott, Terry McCann and Carl Les	
3.	<b>Selection of chair and vice-chair</b> John Glahome nominated as chair by Colin Scott- seconded by Carl Les and Terry McCann Terry McCann nominated as a vice- chair by John Glahome- seconded by Carl Les (primarily for a term and to be reviewed after this).	
4.	<b>To remind Governors of the need to declare interests, pecuniary or non-pecuniary.</b>  Carl Les- North Yorkshire Council	
5.	<b>To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection.</b>  One Item- No. 8	
6.	<b>Notification of urgent other business previously notified to the Chair</b>  Recommendation of publication of Equality and Diversity Information was discussed in this meeting. To be revisited upon new governor appointments Composition of School Development Group to be discussed in this meeting	



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<b>7.</b>	<p><b>To approve the minutes of the meeting held on 4<sup>th</sup> July 2023</b></p> <ul style="list-style-type: none"> <li>● Matters arising</li> <li>● Schedule of Business for Governing Body</li> </ul> <p>These have been proposed by John Glahome and seconded by Terry McCann. Approved.</p> <p><b>To approve the minutes of the meeting held on 2nd May 2023 as they were unable to be approved in the last meeting</b></p> <ul style="list-style-type: none"> <li>● Matters arising</li> <li>● Schedule of Business for Governing Body</li> </ul> <p>These have been proposed by John Glahome and seconded by Colin Scott-Mike Holmes agreed these in the previous meeting as well. Approved.</p> <p>Item 7B (Schedule of Business): This is a list of what is to be expected in future governor meetings. This has not currently been confirmed by a clerk but this is being looked into.</p> <p>The meetings are flexible and can be adapted or added to if needed.</p> <p>Q: Is Jane's pupil ambassador presentation considered in the current agenda.</p> <p>A: Yes, this is on the 12th March</p>	Clerk to review
	<b>Part b Resources</b>	
<b>8.</b>	<b>Budget (pay and strategy – confidential minutes)</b>	
	<b>Part C School Improvement</b>	
<b>9.</b>	<p><b>Headteacher's Report – "2023 09 29 School Headlines and SEF..." including initial development plans and the following:</b></p> <ul style="list-style-type: none"> <li>● General Info</li> <li>● Curriculum</li> <li>● Attendance 2022/23</li> <li>● Staffing update</li> <li>● Exam results</li> <li>● Pupil Premium update 2023</li> </ul> <p>CS: Explained that we are in an Ofsted window and the differences between section 5 and 8 inspections. Team has been challenged to make the Headteacher's Report informative. CSc went through the areas of the report and explained each area for governors:</p> <p>In the report is:</p> <ul style="list-style-type: none"> <li>● A curriculum overview from each subject, term by term.</li> <li>● Attendance figures- this has been identified as a risk area for the school. The pastoral team is working hard to target attendance to improve it.</li> <li>● Staffing Update- this is just to clarify the school structure as there have been some changes this year</li> <li>● Pupil Premium has recently been updated to show current figures.</li> </ul> <p>P86- P87 of the report includes an overview of our responses to challenges within the school and includes our current views on where we are at.</p>	



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<p>P88- P145 outlines how we are meeting the new Ofsted framework at a whole school and by faculty level. P145 onwards is the School Action Plan for the year. Two Quality of Education targets, behaviour and attendance targets and a leadership and management target.</p>	
<p>CSc Action Point: To ask governing body and LA advisor James Durran to challenge us on our action plans.</p>	<b>CSc</b>
<p>GQ: Raised a question around national image and our particular cohort. Our most challenging cohort at the moment is Year 9. They have been massively affected by Covid having not accessed their Y6 and Y7 school years in school and missed proper transition. This is impacting their behaviour and attendance. This is also a cohort with a high level of EHCP and SEN need.</p>	
<p>GQ: P17- 21 has the school's approach to behaviour. It is important to note that Governors and school staff are fully behind this policy. Behaviour to be reviewed in future with changing UK attitudes to schooling and the government's approach to mobile phone use. To be introduced at next governors' meeting.</p>	<b>SCo</b>
<p>GQ: P22 Really pleased that the usage is going up- is this due to it becoming common practice?</p>	
<p>Partly, this is the case, yes.</p>	
<p>We have been distributing 60 older chromebooks to primary schools that are no longer in use.</p>	
<p>GQ: Was this done on a fair basis?</p>	
<p>Yes, we would not have been able to cover all primary schools fully so we have been sharing these as part of the Headteacher meeting today. This will also help build up the transition between primary and secondary.</p>	
<p>GQ: Is there any further monitoring of the chromebooks and whether this fits in with similar learning uses?</p>	<b>MKi/SDG</b>
<p>There will need to be- the Senior Teacher in charge of this area will be in charge of monitoring the impact of the usage but at the moment this is in the beginning stages. Action: a mid-year review by SDG alongside MKi to see where outcomes are improving.</p>	
<p>GQ: P23 Governors emphasise that we support this compliance and can we have support from Senior Teacher and Deputy Head to ensure this happens?</p>	
<p>Yes, absolutely.</p>	
<p>GQ: The curriculum overviews- are these linked to the Performance Management target setting.</p>	
<p>Not set in stone to do that although it could help a Performance Review conversation.</p>	
<p>GQ: Did the Pupil Premium impact pupil's progress?</p>	



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It is at times hard to pinpoint exactly what helped a pupil's progress however, the pupil premium fund is monitored and kept track of so we know where and how it is being spent.

GQ: Are we sure there is no double counting?

We are trying not to double count although we cannot be 100% sure.

Gov: Service pupil results were strong which indicates that funding could be having an impact as a starting point for monitoring.

GQ: SEF- are there any issues that governors think aren't addressed in the SEF?

CSc: Clarifying the 'however' comments aren't necessarily negative but are how we can improve further as a school.

GQ: Does the number of complaints need to be factored into the SEF?

Discussion held around school culture post-covid. The reason why we have not included this on the SEF is because we work to avoid complaints as much as we can and deal with complaints when they arise. We do instead have a bullet point around improving parental engagement and communication.

GQ: Do we have to approve the school priorities?

Governors do need to agree to the school's four strategic priorities outlined in the Action Plan.

GQ: Will this be shared with staff?

Yes, once governors have agreed the action plan this will be shared with staff. SLT agreed on the targets as being set. The document is a live document and be mindful of this and that it will keep updating. These changes will be made in a different coloured version. T&L Senior Teacher to work with the Head teacher to arrange this live central resource.

Any further questions by governors are welcomed by the Headteacher.

Action Point: John Glahome proposes this to be agreed.

Action Point: Set up a meeting between HP and CL and JH (as SLT contact).

**Staffing Update:** Governors have said their thanks to James Yates for stepping in during Colin's absence.

**Exam Results:** JYa has identified that P8 figures are still waiting to come in from DfE. We believe the P8 figure will be in minus figures. However, the hard work of staff helped to minimise how low the P8 figure will be. We are starting support a lot earlier this year to help get us back on the trajectory of making progress. We hope this happens naturally with the cohort we have currently.

GQ: Were the exam results purely late arrivals?

There were a lot of factors and our results were not purely based on late arrivals. What also didn't help was that some of this cohort had their year 6 SATS annulled. Some of higher attainers also had persistent absences despite high levels of support with relevant agencies.



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GQ: Were we aware at the time of our forecasts that the grade boundaries would be as they were?  
Yes, but we weren't aware of where our pupils fit into that image. We are more informed for the current cohort. We also had a year 11 parent's evening last week which was well attended.

GQ: Are exam results a trigger for Ofsted?  
Yes, it can be.

GQ: Is this a concern for Risedale?  
We aren't concerned at this point. English and maths attainment was lower than anticipated but we have new staffing and the whole picture is more positive for this to be better.

Additional Discussions had around:  
English language scores were really surprising.  
Boys results were stronger than girls which wasn't part of the national trend.

GQ: How long has it been since we had French?  
About five to six years, but the year 11 cohort just passed will not have had a full five years of teaching in this subject area. Despite this, the French and German results are improving.

GQ: Are we already planning for the year 9 GCSEs based on our understanding of the cohort?  
A lot of pupils are getting it right at the moment and the cohort could potentially change but we are already looking at the curriculum for next year and there are obvious things we can do as a school. For example, what options the pupils are choosing- are there national curriculums we must have in place etc.

Governors agreed the contents of the School Information Booklet (described in paras above)

Separate documents:

- Health and Safety (GMo)

Full details on the Health and Safety Report.

Action Plan: Terry McCann and John Glahome to do a Health and Safety review of the school - GMo to organise a visit

- RAAC update (GMo)

No RAAC in the school.

- SEND (SBu)

Full details in the SEND report.

SBu went through the report and updated with most recent details and figures

**GMo**



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	<p>27 EHCP and 8 more currently going through assessment with more being processed. Some of these pupils have high levels of need. If all assessments go through this could raise to 37 EHCP pupils across the school. CSC would like governors to be aware of the strains having a high level of SEND pupils have on the school. We are also going to be having half termly meetings with local authority to get extra support for pupils. It is important that all avenues are explored to continue ensuring the best support is attained for pupils with needs.</p> <ul style="list-style-type: none"> <li>● Counsellor Update (LSm)</li> </ul> <p>Full report on the number of pupils supported by the Counsellor since she has started and reasons of need. The Counsellor is doing a fantastic job at supporting our young people. Low level anxiety is having a huge impact on our young pupils. Lisa is also working on a whole school level and ensuring everyone's well being is being supported. There is a plan for her to help support some of our persistent absences and help support them getting back in school.</p> <ul style="list-style-type: none"> <li>● Exclusions to date this academic year (SCo) - verbal</li> </ul> <p>Currently, only had 2 exclusions in the previous academic year and so far none this year with fewer suspensions so far. This is much lower than this time in the previous academic year. The behaviour team and tutors have been great at supporting the needs of our young people.</p> <p>GQ: Has, generally, the behaviour has improved? Yes, overall the behaviour has improved. The school feels more positive. There is a small cohort we are still working with.</p>	
<p><b>10.</b></p>	<p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>● Safe-guarding update (written report)</li> </ul> <p>Full details in the report. Safeguarding audit attended by CSc and SCo as part of a random selection of schools to discuss safeguarding. At the audit we raised attendance as needing to be considered in safeguarding concerns. We have a safeguarding review next week (Monday). More staff have been trained on safer recruitment.</p> <p>Nominate a new governing safeguarding lead: Gary Morley nominated by Colin Scott. This has been seconded by John Glahome.</p> <p>Action Point: Mandatory training to be updated by governors- if we can check and send a list of what governors need to complete. GRo to check this.</p> <p>Action Point: A second governor safeguarding training to take place with SCo. SCo to send over the presentation to be read through.</p> <p>Action Point: Gemma to organise positive handling training for all staff.</p>	<p><b>SCo</b></p> <p><b>GRo</b></p>



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<b>11.</b>	<p><b>LA Visit Report – July 2023</b></p> <p>Full report submitted. Based on the challenges we faced last year we have asked for extra support from the Local Authority for this year as a proactive strategy to help support improvement.</p>	
<b>12.</b>	<p><b>Policies to adopt</b></p> <p>Child Protection Policy- JYa has asked for permission to remove things that are irrelevant to our school as per guidance from safeguarding review. This has been agreed.</p> <p>Our policies are adapted from the local authority policies and guidelines.</p> <p>Thank you to Stef for keeping track of the policies and ensuring these are updated regularly.</p> <p>All policies needing approval were approved including: a) Governors' Code of Conduct. b) Budget Management policy (includes scheme of delegation to HT)</p> <p>Action: governors to be asked to sign at next meeting in December for their agreement to adhere to them</p>	
<b>13.</b>	<p><b>Governance Update</b></p> <ul style="list-style-type: none"> <li>● <b>Future Governor vacancies</b></li> </ul> <p>Filled one co-opted gap this meeting. Appointment with New Garrison Commander due</p> <ul style="list-style-type: none"> <li>● <b>LA Governance Review to be held</b></li> <li>● <b>Induction training for new governors</b></li> </ul> <p><b>Action:</b> Get training support for new governors</p> <p><b>Linked Governors (name and area of school governance focus)</b> Gary Morley- Safeguarding and attendance governor Lara Vinsen- SEND governor</p>	
<b>14.</b>	<p><b>Urgent Business</b></p> <p>i.e. Any matters which a Governor or member of staff may wish to have considered at the meeting which is not already on the agenda and which is of such urgency that it cannot wait until the next meeting.</p> <p><u>Recommendation of publication of Equality and Diversity Information to be discussed in this meeting.</u></p> <p>Action Plan: Stef to arrange this. Individuals can opt out.</p> <p><u>Composition of School Development Group to be discussed in this meeting</u></p> <p>Action Plan: Carl, Amy, John, Terry, Gary to be part of this. Gemma to</p>	





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	arrange the meetings for this year.	
15.	<b>Confidential Items</b> Items treated as confidential and excluded from the minutes to be made available for public inspection.  One Item regarding Budgeting and Finance	
16.	<b>Dates of future full governing-body meetings:</b> <b>Tuesday 12<sup>th</sup> December 2023</b> <b>Tuesday 6<sup>th</sup> February 2024</b> <b>Tuesday 12<sup>th</sup> March 2024</b> <b>Tuesday 7<sup>th</sup> May 2024</b> <b>Tuesday 2<sup>nd</sup> July 2024</b>	

Membership of the Governing Body

Amy Beveridge, John Glahome (Chair), Amanda Hastings, Vacancy, Carl Les, Caroline Knight, Terry McCann, Colin Scott, Lara Vinsen, Gary Morley

Members of the Senior Leadership Team/Other Staff

Stacey Burke (Senior Teacher), Sarah Cox (Senior Teacher), Jane Hailwood (Senior Teacher), Mark Kirkbride (Senior Teacher), Gill Morrissey (Facilities Manager), Gemma Roberts (Senior Teacher), Richard Sherwood (Senior Teacher), James Yates (Deputy Headteacher)