RISEDALE
A family of learners

B RESPONSIBILITY E RESPECT S RESILIENCE T RELATIONSHIPS

OUR VISION & VALUES:

Our aspiration is that every pupil and staff member is supported to be the BEST version of themselves.

Members of our Risedale family will feel a strong sense of belonging and accomplishment as a direct result of attending our school. They will accumulate knowledge, cultural capital and social skills, such as empathy and kindness, enabling them to thrive in society and enjoy healthy RELATIONSHIPS. All our pupils will make good progress from their starting points.

At whatever stage of their education Risedale pupils leave us, they will be well-equipped to take the next steps on their journey to becoming a RESPONSIBLE, RESPECTFUL and RESILIENT citizen who can embrace change and learn from mistakes.

Risedale School

Full Governing Body Meeting Minutes

Thursday 10 July 2025 at 5pm at the school

The three key functions of governance:

- Overseeing the financial performance of the school and making sure its money is well spent.
- Holding the head teacher to account for the educational performance of the school and its pupils.
- Ensuring clarity of vision, ethos and strategic direction.

In Attendance

Governors Present	
Nick Horn (NH)	Co-opted Governor, Chair
Lucy Greenwood (LG)	Headteacher
Charles Anderson (CA)	Co-Opted Governor
Kate Morgan (KM)	Co-Opted Governor
Pamela McMahon (PM)	Parent Governor
Beki Bulmer (BB)	Local Authority Governor
Dean Higham (DH)	Staff Governor
John Glahome (JG)	Co-Opted Governor
In attendance	
Chris Walker (CW)	Senior Governance Office and Clerk to the Governors

No.	***Item***
	PART 'A:' – Procedural
1.	**Welcome and Apologies for Absence and to determine whether any absences should be consented to.** NH welcomed everyone to the meeting.

	Lara Vinsen and Amanda Hastings had sent their apologies in advance which were consented to. Ray Nyambira did not attend the meeting.
2.	**To remind Governors of the need to declare interests, pecuniary or non-pecuniary.** There were no declarations of interest or hospitality at this meeting.
3.	**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.** One confidential staffing related item would be considered at item 15.
4.	**Notification of urgent other business previously notified to the Chair.** Confidential item to be discussed at item 15.
5.	**To approve the minutes from the meeting on 25 June 2025.** The minutes were approved as a true and accurate record to be signed by the Chair. Governors deferred the review of actions, and the Headteacher's Report until LG was able to join the meeting.
13.	**Governor** There was no training to report since the last meeting. **Governor Action Plan (GAP)** NH had shared a draft GAP in advance of the meeting. NH explained that the format had largely been based on the previous version and some of the content remained the same. A number of additional actions had been included and the wording of some of the current content tweaked in places. Governors were asked to compare the updated version with the previous version to consider both the format and content. Key changes were highlighted as: • The inclusion of milestones, a lead governor and both an impact and objectives column. The document would be organic and reviewed regularly by the FGB to include an end of year evaluation which would inform the plan for the following year. LG joined the meeting at 5.15pm Governor questions Q: Should finance be included as a 'weakness' ? A: Yes. Governors agreed that it was important to include many of the actions from the previous plan in order to review their progress and impact. The aim would be to RAG rate the plan. The work on developing the Vision and Values was identified as an action that had now been completed for example. Q: Do we need to remove anything ? A: This is part of the ongoing discussion. Q: Do we need to leave in the action around discussions with academies? A: Yes – we will need to probably assess as amber for now as we agreed to park this discussion for a future meeting. Q: Have you undertaken a staff health and well-being survey? A: Yes – we will share at a future meeting. Q: Do you keep a record of governors attending events? A: No. But this is something we could track through the minutes. **Action:** BB agreed to keep a record of governor attendance at future events.

	Governors agreed that once the end of year evaluation had taken place it would be important to identify next steps and any emerging priorities. **Action**: Governors agreed to evaluate the report at the first meeting in the autumn term. NH asked governors: Q: Are you content with the updated format of the GAP? A: Yes **Action:** NH agreed to compete the report in the agreed format and to share in advance of the next meeting. NH informed governors that he had asked Jon Norden to provide a report on progress over the previous academic year and to set out any recommendations.
5. (continued)	**Review of Actions from the Minutes** The following actions had now been completed or had been included on the agenda. **January Minutes** Review Uniform Policy at the end of the summer term. **April Minutes** Review Marketing Strategy **Actions from 25th June Meeting had all been completed or updated as follows.** AH/JG/SBM + Bursar meeting deferred to the autumn term. LG reported that the bursar had confirmed that debt was not accounted for in the same way in the budget as compared to everything else.
6.	**Headteacher's Report** **SEF** The latest SEF had been shared in advance of the meeting. LG explained that the exam results at the end of the summer would help to inform further updates at the start of the autumn term. This document would also be shared with governors. **Autumn Term Training Days** The training days would be taking place on 1 and 2 September and would include a safeguarding refresher. Governors were invited to attend but asked to notify LG in advance. **13th September Training Day** LG reported that in previous years the SLT organised a weekend away for training. In the light of the current financial position, LG had decided that this was not a good use of funds. An all-day session on a Saturday had been arranged instead. This would take place on 13 September. Governors agreed that it would be helpful to attend for a half day. This would provide an opportunity to work with senior leaders and to work on the SEF and Governor Action Plan. **Results Day** Exam results would be published on 21 August. Governors noted that a report had been previously shared with governors at this time. **Action**: Governors agreed that it would be helpful to add a section on the link monitoring visit report template to ask governors to review any relevant priorities in the School Development Plan. (Action LG)

KS 3 Data
The data report had been shared in advance of the meeting.

LG explained that the data for Y10 predictions was not available yet but that the calendar for next year had been changed to ensure data would be available at key points throughout the year and would be shared with governors.

Governor questions
Q: Have the actions listed been completed or are they proposed actions?
A: Proposed actions

Q: What does Wave 2 mean?
A: Wave 1 is what takes place in the classroom: Wave 2 is an intervention.

LG explained that whilst a lot of work had been done this year to coach and develop teaching practice there was further work that needed to be done.

Q: What evidence is there showing how the actions are being driven? Is there anything which shows more detail?
A: We are working to improve our data analysis and to develop a data evidenced approach. The report shows what we are doing in a broader sense. There is more work to be done to drill down and identify the specific actions being undertaken.

Q: Do you discuss this at SLT ?
A: Yes.

Q: Could the data be presented more clearly – perhaps including a legend ?
A: Yes. We will be looking at how we present data next year.

NH reminded governors that he had shared a report on data earlier in the year.

Year 10 Summary
LG highlighted the key points as follows:

- This had been a challenging cohort.
- Students were generally doing better in Maths than in English.
- There was a concerning number of students not on track.
- Governors needed to be mindful of the context of this student group but also of the wider context of the school and community.
- A key focus continued to be to reduce the gap between the outcomes for the disadvantaged students and the others.
- Service students were doing better but there was still further improvement needed.
- Progress for SEND students also needed further improvement.
- Last year outcomes for female students had been better than for males. This year this trend had reversed.

Governors agreed that it was essential to have a clear narrative to set out the context for each student in preparation for Ofsted.

LG reported that this particular cohort had been very challenging despite every effort being made by staff.

Q: Do other schools have similar issues?
A: Some of the highlighted challenges are national and a number stem from the impact of Covid. But its hard to compare like for like with any other schools. In addition, there is no P8 score this year. We are looking to compare against data from the previous year and with other subjects. Our assessment systems do need addressing and have been included as a priority within the SDP.

Q: Any exams taking place in KS3?
A: Yes.

	Q: How does the 'culture of the school' impact on outcomes? A: We have seen that the behaviour of a small number of students from this cohort does influence and impact on other students within the school. We are working to change this, but it will take time. NH reported that there was often a time lag between improvements in behaviour and the impact on learning outcomes. (Often around 2 years) LG reiterated the need to upskill and improve teaching practice which would be fundamental to delivering the required improvements. Q: How much is linked to the Pupil Premium Strategy and SEND Policy? A: Not as much as it was. We have done a lot of work around SEND and we ensure that all CPD is evidence based. **Mobility Data** LG reported that there was limited data available from the previous year. For this year, LG reported that 20% of students had joined in-year and 14% had left. Mobility data would be tracked from now on. Q: How does this compare to other schools? A: Significantly higher. Q: Are these all service pupils? A: No, but most are. Governors noted the link between mobility and data. **Website Compliance** LG confirmed that the website was compliant.
7.	**Chair's Update** NH reported that a further meeting had been arranged with Hipswell and that a corporate health and safety lead would also be attending. LG reported the installation of electric barriers was still being considered but that the funding had not yet been identified to purchase them.
8.	**Equalities** LG reported that the school had just celebrated Pride month. Charity fundraising had been identified as part of a program of activities with the aim of supporting a Pride related charity. PM, as a parent and governor, had raised a concern with the SLT with regards to this activity. Specifically, was there a need to respect those students with differing beliefs who might not want to support a Pride related charity but who might want to still support another charity. Was this something the school should consider and if so, how would it be managed. **Governor questions** Q: Were students asked or given a choice? A: No one came forward at any point to ask what can we do if we choose not to support a donation to this charity. It was not therefore raised as a concern on our radar. A non-uniform day was part of the program too and a small number of students did come to school in uniform. Q: What would happen if a Muslim student supported an LGBTQ cause, but it would be against their religion to do so? A: Our job is to support our students. We would only communicate to parents if it was safe to do so. We would be mindful of any safeguarding considerations. LG underlined the clear priority of the school to be as inclusive as possible. Q: How did staff dress on that day? A: Many came into school in bright clothing.

	Q: Is there any guidance on these kinds of issues? A: Very little. Q: Could students be offered a choice of charities next year? A: I think this would be taken as a sleight by the LGBTQ community. Q: Are students educated on these issues? A: Yes – it's a core element of the PHSE curriculum. Q: What is the position with regards to transgender issues? A: The government produced some draft guidance, but it was never published. We cover these issues in an age-appropriate way. Governors agreed that it was a complex issue. Another potential concern would be how those students might be perceived by the other students if they came to school in uniform. There was evidence in a link governor report of incidents of alleged homophobia. Governors agreed that it would be helpful to have pupil voice input before any further decisions were made. **Action:** LG to undertake pupil questionnaire in September. Governors were mindful that the wording of the questions would be key. **Action:** PM to undertaken further pupil voice on these issues on her next visit. Governors to review this issue in advance of the next Pride Month – June 2026.
9.	**Finance** The latest budget monitoring reports had been shared in advance of the meeting. JG reported that whilst the overall position had improved there still remained a significant in-year deficit. **Action**: AH/JG/SBM and Bursar to meet in the autumn term to draft the next SFVS. NH reported that there had been no further progress with regards to the SRMA Review. **Action:** NH to pick up in September. LG informed governors that the cost of a school tie to the school had risen from £5.25 to £6. They were previously sold at £6. Governors agreed a price increase to £7. **PAN** LG informed governors that the LA had reminded the school that if it wanted to change its published admissions number (PAN) the deadline was 18th July 2025 for the PAN in September 2027. LG explained that a reduced PAN would help to address the financial position as it would support a more efficient class structure. Recent admission numbers had been between 95-100 into Year 7. It was noted that the PAN was a guide and could be changed. LG asked governors to consider reducing the PAN to 90. In discussion, there was concern that the overall long-term aim should be to increase pupil numbers and would a reduction in the PAN make this challenging. Q: Would this stop us being forced to take on students ? A: No. Fair Access Policy rules would still apply. Q: If we had 96 applicants could there be 6 appeals? A: Yes. Q: How many students do we normally get through Fair Access each year? A: 4 or 5.

	Q: Would this still provide enough room to cope with the high levels of mobility? A: There wouldn't be much wiggle room as we would not want to have classes of more than 30. Q: Any news on the impact of the new housing on potential future students? A: No but we will continue to explore this. Q: How much extra staffing is required to support 4 instead of 3 classes? A: I would have to work this out- its quite complex as the calculation would need to look across all subjects. It's likely to be around 2.5 staff. Q: Could we add future students to the 3 Y7 classes? A: No. But please note that the in-year mobility is spread across all year groups and is not often in Y7. NH reported that: • The PAN was an advisory number, and could be changed subsequently • That reducing the PAN would provide clear evidence of a strategic and long-term approach to financial planning. • That any decision taken by governors tonight would then have to be considered by the LA. Governors approved the decision to apply to reduce the PAN to 90 with effect from September 2027.
10.	**Marketing** Deferred to a future meeting.
11.	**Policies** Governors approved the : Governor Allowances and Visits Policy Governor and Volunteers Privacy Notice Data Protection Policy. Uniform Policy – subject to a number of amendments. LG reported that the Home-School Agreement would be sent out in September. **Action:** LG to clarify which policy contained data retention deadlines.
12.	**External Reports** All reports had been shared in advance of the meeting. LG was content that the SEA report on Quality of Education was a fair reflection of progress and that realistic areas for improvement had been identified. LG welcomed the additional visits from Olivia Kelly and Mark Turner which had focused on inclusion and curriculum respectively. NH had agreed to provide advice on Science in September.
13 (continued).	**Governor** **Link Reports** CA provided a verbal update further to his visit on 16 June to monitor pupil premium and service pupil premium. A written report had been shared in advance of the meeting. CA had noted that the funding had been spent in line with the strategy and welcomed the use of the toolkit which had identified 7 key areas. Governor questions Q: How do the service students relate to our priorities? A: Overall, they are doing better than other students. Q: Where is your overall aim with regards to the spending of this funding (SPP)?

	A: We do need more discrete spending of this funding – but we can't just detach it. The total is around £100k. There is a rationale for everything we do to when spending this money to support the service students – for example on counselling as the data shows that this cohort have a higher need. Keeping Sophie is an urgent priority. The work that Sophie has been doing on the toolkit this year has had big gains. LG reported that there was lots of potential to increase the aspirations of the service pupils. Whilst they were doing better than the other students in Y10 for example they were still not hitting their potential. There was an action plan in place which could be shared with governors. Governors agreed that there was clear evidence that this funding was having an impact not just on the service pupil premium students but on all the students and that for now at least, nothing should be changed. CA reported that he was in liaison with a military charity to seek additional funding which could be used to support the cost of Sophie. LG was also seeking funding through the Armed Forces Education Trust. **Committee Structure** Governors agreed that the current structure was fit for purpose and no changes to the structure were required. **Confirm meeting schedule** Governors agreed to meet on 1 October at 5pm at the school. The remainder of the calendar would be agreed at that meeting to fit around the key financial and data deadlines.
14.	**Safeguarding/ Health and Safety** No concerns to report.
15.	**AOB** DH left the meeting at 7.45pm. A confidential staffing item was discussed at this point and recorded in a separate confidential note.
16.	**Date of next meeting** **5pm Wednesday 1 October at the school** NH thanked governors for their time, dedication and support of the school over the previous academic year. NH thanked the clerk for his support to help support the delivery of effective governance since January 2025.

The Chair closed the meeting at 8.10 pm.

__Dates of 2024 – 2025 Full Governing Board Meetings__

Tuesday 08th October 2024 – 17:00 (Complete)
Tuesday 12th November 2024 – 17:00 (Complete)
Wednesday 04th December 2024 – 17:00 (Complete)
Thursday 23rd January 2025 – 17:00 (Complete)
Wednesday 12th February 2025 – 17:00 (Complete)
Wednesday 2 April 2025 – 17:00 (Complete)
Wednesday 14th May 2025 – 17:00 (Complete)
Tuesday 17th June 2025 – 17:00 (Complete)
Thursday 10th July 2025 – 17:00 (Complete)

Mini Meetings
All 6pm via teams

March 26th
April 30th
4th June
25th June

Chair:

Date:

Annex A Action Log

Item Number	Item	Initials
	Actions from 11 December Minutes	
6.	Headteacher to bring proposals on how to lower projected deficit for 2025/26. – deferred to February Meeting.	LG
6.	Headteacher to bring detailed proposals regarding attendance management. – to add to February agenda	LG
6.	Governors to revisit Year 10 attendance and behaviour in 6 months' time to see what the impact of the steps in place was. – add to June/July meeting	Clerk
6.	Headteacher to provide a breakdown of reasons for suspensions/exclusions with the next set of data at the next meeting with a full Headteacher's report. – add to February agenda	LG
15.	Clerk to include Governance Strategic Plan update on all agendas as standard item.	Clerk
15.	Vision and values to be included in January agenda.	Clerk
15.	Clerk to include co-option of JG, Governing Body reconstitution, appointment of an associate member on next agenda	Clerk
15 c)	DJ to suggest training for governors based on the results of skills audit.	DJ
8.	Headteacher to present comparative data for Year 11 – deferred to February meeting.	LG
8.	JG to look at SLT minutes – deferred to February meeting	JG
8.	Headteacher to issue ASP access to governors.	LG
13.	Headteacher to check what qualification/training staff have to have to be able to conduct online searches on shortlisted candidates – LG confirmed that advice from the LA confirmed that the correct procedures were being followed.	LG
13.	Clerk to include the appointment of a policy working group on next agenda.	Clerk
	Actions from January Minutes	
2	New governors (+BB) to complete forms	Clerk
6	JN to clarify process re securing transition information	JN
6	Add SEND to summer meeting agenda	Clerk
7	Veritau report deferred to Feb meeting	Clerk
8	Add Ofsted Report to Feb meeting	Clerk
9	Year 11 Attainment and attendance targets 2025. Validated KS4 data 2024 and IDSR. – add to Feb agenda	Clerk
12	Uniform Policy to be reviewed early in summer term	Clerk
13	Review of action plan add to Feb agenda	Clerk
13	Stef to sort date for governing online training	Stef
13	All to complete any outstanding training and add to spreadsheet	All
13	Clerk to share link governor role descriptors on portal	Clerk
	Actions from February Minutes	
8	To share SEA Report at next meeting	LG
8	To consider marketing/ comms with primaries at next meeting	LG

9	Consider Veritau Report at next meeting	LG
9	Update on Contracts Review Schedule at next meeting	LG/NH
11	Draft protocols for use of Whatsapp	NH
13	Circulate dates for mini meetings	Clerk
	Actions from March Minutes	
5	Marketing deferred to next meeting	Clerk
5	Whatsapp Protocols to be circulated	NH
5	To consider Staff Absence Scheme	LG/JG/AH
6	Working group to consider Governor Action Plan	NH
6	Clerk to share templates/examples of Governor Action Plans	Clerk
6	To update the master monitoring schedule once visits complete (ongoing)	ALL
6	To complete all mandatory training	ALL
6	To ensure all governors can access the training log/spreadsheet	DH
6	To check on progress with the Pupil Premium/ Attendance Training	LG/Clerk
	Actions from April 2 Minutes	
2	DHT to include a narrative data of the key findings from the data in future reports. (ongoing)	JY
4	LG to contact John Holden to check on catchment area data	LG
8	LG to share Chromebook Report after meeting.	LG
13	Clerk to add branding to FGB documentation (ongoing)	Clerk
	Actions from April 30th	
4	Marketing deferred to July Meeting	Clerk/LG
4	Governor Action Plan Working Group to meet	NH
4	All governors to complete outstanding mandatory training	ALL
4	Whatapp group to be set up	LG
4	Staff Absence Scheme update - May meeting	LG
4	Attendance/Pupil Premium Training to be arranged via LA	Clerk
5	Check reason for high exam fees	LG
5	Check age of IT equipment for disposal	LG
7	Check capital funding process	LG
9	Arrange fobs for governors + add protocol to visits policy	LG
	Actions from 14th May Meeting	
5	Consider Staff Insurance Scheme Options	LG
5	Update on Exam Fees overspend (June)	HS
7	Check vetting of placements for Duke of Edinburgh Award	LG
7	Next Behaviour Update – include data both with and without core group	LG
11	Draft Governor Action Plan for consideration at June meeting	NH
	Actions from 4th June meeting	
8	Add premises item to 17th June meeting	Clerk
9	Updated safeguarding report to be shared at next meeting	LG
11	JG to check Terms of Reference in Budget Management Policy	JG

	Actions from 17th June Meeting	
2	Academisation to be added to autumn term agenda	Clerk
2	Premises update in autumn term	Clerk
6	Update on ToR and 0.5% delegated limit in Budget Management Policy at July meeting	AH/JG
7	Mobility Data at next meeting	LG
9	SEF to be shared at July meeting	LG
	Actions from 25th June meeting	
5	To consider whether to write to local MP re premises funding deferred to autumn term.	NH
9	AH/JG/SBM to meet bursar to discuss how debt was accounted for in the budget.	AH/JG
9	AH and JG to receive budget monitoring reports in advance of meetings.	LG
11	Governors to update the master spreadsheet to identify completed and future monitoring visits.	All
11	Governors to prepare 1 or 2 questions on the HT report on their link areas in advance of the July meeting.	All
11	Clerk to circulate generic questions to governors.	Clerk
	Actions from 10th July meeting	
13	BB to keep a record of governor attendance at future events. (ongoing)	BB
13	Governors agreed to evaluate the Governor Action Plan at the first meeting in the autumn term.	All
13	NH to complete the report in the agreed format and to share in advance of the next meeting.	NH
5	AH/JG/SBM + Bursar meeting deferred to the autumn term – to also review SFVS	AH/JG/SBM
6	Add a section on the link monitoring visit report template to ask governors to review any relevant priorities in the School Development Plan.	LG
8	LG to undertake pupil questionnaire in September.. PM to undertake a further pupil voice on the equality issues on her next visit.	LG PM
9	NH reported that there had been no further progress with regards to the SRMA Review. NH to pick up in September. AH/JG/SBM to meet with bursar and review SFVS	NH AH/JG/SBM
11	LG to clarify which policy contained data retention deadlines.	LG