



RISEDALE

SCHOOL

A family of learners

MISSION STATEMENT:

The Risedale family is committed to a positive future for all through a personalised learning journey.

AIMS:

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

MINUTES OF THE GOVERNING BODY

HELD ON TUESDAY 4th OCTOBER 2022 5PM AT RISEDALE SCHOOL

PRESENT

Governors: John Glahome (JG) (Chair), Mike Holmes (MH), Lt Col Jim Turner (JT), Lara Vinsen (LV), Colin Scott (CSc) Caroline Knight (CKn)
In attendance: Stacey Burke (SBu), Jane Hailwood (JHa), Sarah Cox (Sco), James Yates (JYa), Sara Matthewman (SMn), Mark Kirkbride (MKi), Richard Sherwood (RSh)
 Helen Simpson, FMS Officer
Clerk: Judith Bromfield

Safeguarding Training was delivered by JYa to the following governors: JT, LV, MH and JG, prior to the meeting.

No.		Action
PART 'A' – PROCEDURAL		
1.	<p><u>Election of Chair and Vice Chair</u> The Clerk opened the meeting and invited nominations for Chairperson. MH nominated JG. No further nominations were received. JG left the room for governors to vote. Resolved unanimously to approve JG as Chair. Resolved to agree the term of office for Chair and Vice Chair as 1 year.</p>	
1.1	<p><u>Election of Vice Chair</u> The Chair invited nominations for Vice Chairperson. JG nominated MH, no further nominations were received. MH left the room for governors to vote. Resolved unanimously to approve MH as Chair.</p>	
2.	<p><u>Co-option of Lara Vinsent</u> Resolved to re-appoint LV as a co-opted governor at the end of her term of office 15.10.22, proposed CSc, seconded JT and unanimously approved. New term of office 16.10.22 – 15.10.2026.</p>	
3.	<p><u>Welcome and Apologies for Absence</u> The Chair welcomed Caroline Knight, newly elected staff governor to the meeting. Apologies had been received from TMc, CL and AB. Resolved to approve the apologies, proposed JT, seconded MH and unanimously approved.</p>	
4.	<p><u>Governors Declaration of Interests, Pecuniary or Non-Pecuniary</u> None declared.</p>	
5.	<p><u>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.</u> CSc notified a confidential item under urgent other business.</p>	



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6.	<p><u>Notification of urgent other business previously notified to the Chair</u></p> <p>CSc notified a confidential item to be considered.</p>	
7.	<p><u>Declaration of Business and Personal Interests</u></p> <p>Governors present completed the form.</p>	
8.	<p><u>Register of Gifts and Hospitality</u></p> <p>Governors present completed the form.</p>	
9.	<p><u>To approve Governor Code of Conduct and Standing Orders</u></p> <p>Resolved to approve the Standing Orders, proposed LV, seconded MH and unanimously approved.</p> <p>Resolved to approve the Code of Conduct, proposed LV, seconded MH and unanimously approved. The Chair signed the Code of Conduct on behalf of the Governing Body.</p>	
10.	<p><u>Committees</u></p> <ul style="list-style-type: none"> • Staff Discipline Committee • Staff Discipline Appeals Committee • Pupil Discipline Committee • Complaints Committee • Pay Review Committee <p>Resolved to approve the committee structure and Terms of Reference and unanimously approved.</p> <p>Resolved to appoint named governors to the Pay Review Committee JG, MH, TMc, LV, CL.</p>	CSc
10.1	<p><u>School Development Group (SDG) Committee Terms of Reference and appointment of governors to the committee.</u></p> <p>Resolved to approve the Terms of Reference and appoint CL, JG, MH and TMc.</p>	
10.2	<p><u>Link Governors</u></p> <ul style="list-style-type: none"> • SEND- LV • Safeguarding - JG • Health & Safety - JG • Quality of Education – TMc (CSc to speak to TMc) <p>Resolved to appoint the above Link Governors.</p>	
11.	<p><u>Minutes of the previous Governing Body meeting dated 5th July 2021 and Summary of Actions</u></p> <p>Resolved to approve the minutes, proposed MH, seconded JT and unanimously approved.</p>	
11.1	<p><u>Review of Summary of Actions</u></p> <ul style="list-style-type: none"> • SCo informed by letter of disqualification for non-attendance in 2021/22. The Clerk confirmed no response had been received and that the appointment would end with effect 5.7.2022. • HS confirmed she had sent the school account to the Charity Commission and 	



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	<ul style="list-style-type: none"> • updated trustee details. • JG met with GMo 3.10.22 re Risk Assessment and Health & Safety. • The Clerk had provided a link to the DFE guidance on policies that require full GB approval. 	
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12.	<p><u>Date of Next Meeting and Future Meeting Dates</u> Tuesday 06th December 2021 @ 5pm (Focus SEF and accountability) Tuesday 31st January 2022 @ 5pm (Focus - Leadership and Management and potential Academisation/MAT with associated structures) Tuesday 21st March 2022 @ 5pm (Focus – Quality of Education) Tuesday 02nd May 2022 @ 5pm (Focus – Personal Development, Behaviours and Attitudes - BUDGET 2023/2024) Tuesday 04th July 2022 @ 5pm (Focus – End Year Review) Safeguarding, SEND standing items.</p>	
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PART 'B' RESOURCES

13.	<p><u>Finance</u></p> <ul style="list-style-type: none"> • Budget Monitoring Report August 2022 Summary • Budget Monitoring Report August 2022 Detailed • Summary Update Report 15/09/22 • Notes to Monitoring Reports <p>HS presented the finance reports to governors. The June report identified a carry forward of £405K, August report identified £208K. Two large costs to the school are the support staff pay award, not confirmed but likely to be between 5% to 10% with GTAs, HLTAs at a high end - more than 3% built in so increased by about 60K. Teachers, initial pay award, latest between 5%, NQT nearly 9% so cost to school £30K. This is the majority of the difference and unfunded. Energy - no increase June to August as built in. August, extra supply for teachers to the end of March New tills £3K, and new copier contract £3K.</p> <p>Q. How is the award allocated to the budget? A. It is divided throughout the year a proportion.</p> <p>Implications for forward budget plans, carry forward to 23/24 £287,000 as at the August monitoring report. Built in higher energy costs, we don't yet know what the energy relief fund looks like but left in a higher figure for future years. Pupil number's higher than in April, 601, but today 603, following year 609.</p> <p>No increase in teachers year on year, same number of staff. We inherit 2 GTAs from EHCP funding, built in so extra staff.</p> <p>Q. Are they capable of switching? A. Yes, they will get other support and training. Q. JT asked about income from lettings, e.g., Jaffa? A. Archery Club, Zetland Harriers, Princes Trust building.</p> <p>JG expressed concern regarding the projected deficit in year 4, and the need to have a strategy to mitigate when coming to the next budget.</p> <p>JG thanked HS for her report.</p>	
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PART 'C' – SCHOOL IMPROVEMENT

<p>14.</p> <p>14.1</p> <p>14.2</p> <p>14.3</p> <p>14.4</p> <p>14.5</p>	<p><u>Principal's Report</u></p> <p><u>Safeguarding (including but not limited to the KCSIE 2022 update) – JYA</u> JYa had to urgently leave the meeting. It was noted that JYa had delivered safeguarding training prior to the meeting and KCSIE is on the agenda as a separate item.</p> <p><u>School Headline & Checklist/Information Document – CSc</u> CSc explained the rationale for the document. SLT have helped CSc to develop where the evidence is, to fine tune it, further information to be added. It links to the Ofsted framework.</p> <p>Q, What determines when an Ofsted is due? A. Last inspection November 2019, a 3 year window but delays due to covid. CSc outlined possible triggers e.g., complaints against the school, high pupil</p> <p><u>SEND SBu</u> Page 16 details the key developments and priorities for 2022/2023.</p> <p>Q. What resources do we need for the MOD project, do we need to recruit people for extra work? A. No, it's in the first phase. Matt Blyton is leading with Alison Cartwright, Educational Psychologist who has met with SBu, the meeting proved fruitful. She will do an audit of SEND provision in school and it will feed into the development plan.</p> <p>Q. Alternative Pathways, can we afford to do? A. CSc we're trailing a pathway, 2 strands, SEND and targeting a few pupils not SEND, that may benefit from a more practical curriculum, still focus on the curriculum, but a practical element to keep them engaged in school. SBu, there are a couple of pupils on the alternative pathway SEND because of their ability to access the curriculum.</p> <p><u>Pupil Premium Update (CSc)</u> We are looking at what we need to adapt and change. CSc proposed the SDG look at PP in more detail.</p> <p>Q. Should we have some reference to Pupil Premium in this document? A. It is on the website.</p> <p><u>Attendance, Exclusions, priorities for tackling attendance 22/23 (SCo)</u> CSc, pages 13 – 15 give an overview for the last 4 years covid has had a massive impact. Current data is a little below the national average 92%, reason labelled within the document, behind the data there are case studies. SCo, still a keenness for kids to be off with a sniffle, at one point 115 pupils off in a week. Severe injury, slight injuries, hospital, case by case for not attending. We are going to produce a keeping in touch letter reminding parents of the importance of attendance. CSc, we are taking a hard line with persistent absence, unauthorised issuing fines. We need to build up resilience of the kids.</p> <p>Exclusions – SCo advised that CSc has been excluding more. CSc, going through a difficult time, YRs 8 and 9 most impacted by lack of transition, covid. A few but big impact. Suspensions, no other option if they are not responding to isolation, one to</p>	
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<p>14.6</p> <p>14.7</p>	<p>one. In context it's 8 pupils and less than last year. JYa has set up twice half termly meetings with JG to meet with governors before it gets to a formal disciplinary committee.</p> <p><u>Exam Results (CSc)</u> Overall data – page 12. CSc stated results are much more improved. RSh advised that higher ability pupils are classed a little lower than national higher ability.</p> <p>Q. Why don't you label them national higher ability? A. We wouldn't have any pupils in that banding. Q. What's the progress like for high ability? A. Exams this year proving an upward trend, progress will continue. Focus on high ability kids and disadvantaged.</p> <p><u>Priorities for the year ahead (CSc)</u> Four priority areas (page 18 onwards)</p> <ul style="list-style-type: none"> • Quality of Education • Behaviours & Attendance • Personal Development# • SEND <p>Q. Self Evaluation, are we restarting on the things we couldn't do, particularly on personal development? A. Some things didn't take off because of covid, some repeated from previous years, some starting to take off and we want to see them continue. Q. Are we really good on personal development? A. CSc has worked in 7 schools, in terms of getting our pupils to understand trying to be adults, we need to do more for pupils to gain experience, independence, confidence. Funding permitting, experience to open up to the wider world. Now started physical work experience in year 9, reception, around the school, to begin the process, charity days, Duke of Edinburgh, leadership programmes.</p> <p>JHa asked if ambassadors could do a slot on a governors meeting? JG, yes, it would be good for them to come along.</p> <p>MH raised the question do Richmond Rotary do a leadership award, like Northallerton Rotary who paid for 2 young people to do a leadership course away for a week with other children. MH will find out if Richmond do this.</p>	
<p>15.</p> <p>15.1</p> <p>15.2</p> <p>15.3</p>	<p><u>Policy Revisions</u></p> <p><u>Lettings Policy</u> JT questioned the Jaffa playing field being included in the policy and that it may contravene the terms of use of the field. HS confirmed no invoices had been received for the use of Jaffa. CSc will speak to HS and GMo if we need to remove that. SCo advised it may have referred to the pavilion that could be used.</p> <p><u>Uniform Policy</u> CSc requested an amendment to the policy to agree simplification of uniform to adhere to new government guidance and introduce the option of 'shorts' for hot summer months.</p> <p>Resolved to approve the above policies, proposed MH, seconded LV and unanimously agreed.</p>	<p>CSc/ HS</p>



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	<p><u>Policies highlighted for review September as detailed in the link below</u> https://mail.google.com/mail/u/0?ui=2&ik=ea8750bffe&attid=0.1&permmsgid=msg-f:1745136518072727639&th=1837f86ac4497857&view=att&disp=safe&realattid=f_l8kcefrb0</p> <p>Resolved to approve the policies as listed in the appendix via the above link, proposed, JG, seconded JT and unanimously agreed.</p>	
16.	<p><u>Safeguarding</u> Governors present signed to confirm they had read and understood Keeping Children Safe in Education 2022 statutory guidance for schools and colleges 1 September 2022.</p>	
16.1	<p><u>Annual Monitoring of SCR</u> CSc advised this is not yet ready.</p>	
PART 'D' - GOVERNANCE		
17.1	<p><u>Decision to Disqualify Governor due to non-attendance.</u> JG proposed to disqualify SCo due to absence throughout the 2021/22 academic year with no reasons provided, seconded, MH and unanimously approved.</p>	
17.2	<p><u>Parent Governor Election Update</u> An election to be conducted.</p>	CSc
17.3	<p><u>Training Programme</u> Governors had received the NYCC 2022/2023 training programme. JG advised that NGA website has training.</p>	ALL
17.4	<p><u>Ofsted School Inspection Handbook - Updated July 22</u> Governors had received the updated handbook for information.</p>	
PART 'E' – OTHER BUSINESS		
18.	<p><u>Urgent Business</u> as advised at item 6.</p>	
18.1	<p>A confidential item was considered under Urgent Business and minute d separately.</p> <p><u>Presentation Evening</u> CSc invited governors to the presentation evening next week.</p>	
19.	<p><u>Confidential Items</u> See item 18.1.</p>	
20.	<p><u>Any Questions from SLT to Governors</u> CSc asked that governors give consideration over the coming year, where do we want the direction of the school to be – how do we adapt what we do to keep it up to date? To be placed on the agenda of a future meeting, mindful of the budget decisions that may have to be made.</p>	

Membership of the Governing Body

Amy Beveridge, John Glahome (Chair), Mike Holmes (Vice Chair), Carl Les, Terry McCann, Colin Scott, Vacancy for Parent Governor, Jim Turner, Lara Vinsen, Caroline Knight, Vacancy Co-opted Governor

Members of the Senior Leadership Team/Other Staff

Stacey Burke (Senior Teacher), Sarah Cox (Senior Teacher), Sarah Matthewman (Deputy Headteacher), Mark Kirkbride (Senior Teacher), Jane Hailwood (Senior Teacher), Richard Sherwood (Senior Teacher), James Yates (Deputy Headteacher)