



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 6th DECEMBER 2022 5PM AT RISEDALE SCHOOL

PRESENT

Governors: John Glahome (JG) (Chair), Mike Holmes (MH), Lt Col Jim Turner (JT), Colin Scott (CSc), Carl Les (CL), Terry McCann (TMc)
Caroline Knight (CKn) joined remotely

In attendance: Sara Matthewman (SMn), Stacey Burke (SBu), Sarah Cox (Sco), Mark Kirkbride (MKi), Richard Sherwood (RSh)
Helen Simpson, NYCC FMS Officer
Clerk: Judith Bromfield

No.		Action
PART 'A' – PROCEDURAL		
1.	<p><u>Welcome and Apologies for Absence</u> Apologies had been received from Amy Beveridge, Lara Vinsen. Resolved to unanimously approve the above apologies. Jane Hailwood's apologies were noted.</p>	
2.	<p><u>Declaration of interests, pecuniary or non-pecuniary</u> None declared.</p>	
3.	<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> No confidential items.</p>	
4.	<p><u>Notification of urgent other business previously notified to the Chair</u> Pay Committee Recommendations</p>	
5.	<p><u>Approval of the Minutes of the meeting held on 4th October 2022</u> Resolved to unanimously approve the Minutes and Confidential Minutes of the meeting held on 4th October 2022.</p>	
5.1	<p><u>Summary of Actions</u> The actions were noted as work in progress.</p>	
6.	<p><u>To receive the minutes of the School Development Group Committee (SDG) meetings held on 12th October and 16th November 2022</u> JG commented that the meetings were very informative and the presentations. <ul style="list-style-type: none"> • Development Plan – Getting the Buzz Back • Personal Development – with a follow up visit to a classroom to see how ASDAN works. JG asked that Jane Hailwood be thanked, the visit was very useful. </p>	
7.	<p><u>Report of the Pupil Discipline Committee held on 22nd November 2022</u> TMc as chair of the committee informed Governors that a decision to permanently exclude a pupil was upheld for the reasons outlined in the written report to the GB.</p>	
PART 'B' RESOURCES		
8.	<p><u>Finance - Helen Simpson FMS</u></p>	
8.1	<p><u>Detailed Monitoring Report & Summary Monitoring Report as at 31.10.22</u> Governors received a written summary and detailed report. HS highlighted the variances as set out in the notes to the monitoring report. The predicted surplus of £418,000 has gone down to £241,000.</p>	

	<p>Q. Why is the Berlin trip overspent? A. CSc - Unbudgeted costs not planned for, shortfall in costs. Lost passport, delay getting an emergency passport, two nights extra staff and pupil, travel back as German holidays, no flights back, one route business class.</p>	
8.2	<p><u>Revised Budget 2022/2023-2026/2027 Detailed & Summary Report</u> HS presented the revised budget and reasons for variances as detailed in the written report to the GB.</p> <p>Q. Supply teacher costs are much lower? A. Supply used for a vacant post, normally it would be a fixed term post. Q. On capital, will it affect teaching if chrome book funding is withdrawn? A. Yes, the chrome book is important going forward. Q. Are we allowed to use the school fund? A. HS - Yes.</p> <p>CSc thanked HS for the work she has done and preparation of clear reports. CSc stated he was not concerned at this stage as a surplus budget in the short term, deficit in the longer term. JG advised that it would not be acceptable to carry forward a deficit, a plan to be reported to the LA in the case of a deficit budget.</p> <p>Resolved to approve the revised budget, proposed MH, seconded JG and unanimously approved.</p>	
8.3	<p><u>Benchmarking Report Autumn 2022</u> HS presented the benchmarking report. Governors reviewed and discussed the amber/red areas. % on supply high previously discussed, % support staff high but have own counsellor, digital manager, and in learning resources metrics appear to be high but have external and internal provision. CSc stated it's the only school he's aware of with its own f/t counsellor. Comparing the revised budget to the national benchmarking 20/23 start budgets, the only areas in amber/red are support staff, number links to EHCP plans and energy. We put a high inflation rate in ours, other schools may not have. JG stated it could be related to the quality of the building?</p> <p>Q. You would expect teaching staff and assistants to be 55/56%? A. CSc – no, not enough staff and teaching assistants. HS, you have to balance your budget.</p> <p>JG stated it should be taken account of when doing the budget. HS, yes, not as a starting point but when finalised. JG asked if HS would be doing any more benchmarking, HS responded no JG could do it before the next budget.</p>	
8.4	<p><u>Schools Financial Values Statement (SFVS)</u> Governors reviewed the SFVS checklist with updated responses and comments. There were no further additions made.</p> <p>Resolved to approve the SFVS, proposed JT, seconded JG and unanimously agreed.</p>	
8.5	<p><u>Contract Schedule</u> Governors had received a copy of the contract schedule for information and review.</p> <p>Q. Have the LA put up any contract prices? A. HS – Yes, future years 6% for all traded services, software no. Q. Any services that aren't contracted, copier, minibus, all software, purple creative, licences, etc lots of little contracts. We don't need to do special tendering? A. HS – GM uses the county procurement framework. Q. What do legal services cover us for? A. 60 minutes free then an hourly rate.</p> <p>CSc proposed his delegated authority be increased from £20,000 to £30,000, the last rise was 5 years ago and rising inflation.</p> <p>Resolved to approve the Headteacher delegated spending authority at £30,000,</p>	

proposed JG, seconded TMc and unanimously agreed.

The Chair thanked HS for attending the meeting and her reports.

PART 'C' – SCHOOL IMPROVEMENT

9. Principal's Report

9.1 Pupil Premium Strategy Statement

The statement has been published on the website detailing how we spend and impact on closing the gap. The government has changed the way we report, it's a 3 year plan. It doesn't allow for service children only at the end as an add on. Csc has included exam results, when it comes to PP pupils the gaps worsened, service children gap a lot stronger. Our disadvantaged gap not changing, seems to be static.

Q. Do we have any data from Yr7 to Yr11 does it continue to widen?

A. Colin only exam data to be relied on external data, last gap is half a GCSE grade, not with the service pupils. RS is doing work to target particular groups of pupils.

Q. Is it widening because of last year?

A. Yes, attendance much worse, impact of covid, attendance that has the biggest impact on the progress of any pupil, PP attendance far worse.

Q. Parental engagement – have we, the school, messaged articulated what good looks like?

A. We send a half termly newsletter, how do you get the most disadvantaged parents to engage?

Q. Does that apply equally to service parents? JT stated he has been here for 3 years a lot of community spirit and activity on military and wider community, particularly service parents, we could do better if we work in partnership, if we can have another attempt at pressing the right buttons, here to help with that.

A. We could have a meeting to discuss parental engagement? JT responded, thinking more how on the military side, how we can access, message and influence the parents, we could make some improvement.

HS left the meeting at 6.15pm.

9.2 Exam Updates

Page 12 of the Checklist & Information Pack has now been updated with exam results.

9.3 Surveys – (RS)

RS presented the result of the autumn survey undertaken with parents, pupils and staff. The results have been shared with SLT who have discussed them and come up with action points. The survey reflects the first half term, before significant changes in respect of routines and behaviour. There are some real positives, pupil survey, respect, treat others with kindness, school encourages them to be independent, some real positives.

JG noted there is not a great understanding about the 5 pillars. SMn will get on to that. What she sees in classrooms, 5 pillars all there, look at making it more explicit by staff. SBu stated it could be admin staff not just teachers and kitchen staff.

9.4 Attendance Report – (SC)

SG delivered a written attendance report. Attendance 90.4%, Absence 9.6%, Persistent Absence 28.8%, Authorised 6.4%, Unauthorised 3.2%, Lates 3.7%. The decrease in attendance has been impacted by absence in the last week due to norovirus, 27 Yr7 off today.

Q Has GMO's role been replaced?

A. No, impacts on other members of staff doing parent visits, something we need to look at, but in terms of the admin and meeting side we have a very tight process, meeting weekly, unfortunately attendance issues are a lag from covid.

Q. Do we monitor the various groups, SEN, Service pupils?

A. Yes, service one as a sub group. We look at pupils, not just categories, not a particular group causing more concern than others, wide across the age groups.

SBu to present at the next meeting, breakdown by categories.

SBu

<p>9.5</p> <p>9.6</p> <p>9.7</p> <p>(a)</p> <p>(b)</p> <p>9.8</p>	<p><u>SEND (SBu)</u> Governors had received a SEND update report with statistics and a PP on the Risedale Centre. SBu highlighted the introduction of Focus 5, afternoon to focus on 5 pupils, what their needs are, top tips for staff, including feedback from pupils. Format well received by staff and helping us in moderation of support and quality issues, whether the support put in place for those pupils is working and if it is being implemented in the classroom.</p> <p>JT asked for feedback on the Garrison SEND project, is it going well? A. Very early days but useful. Really beneficial having conversations with people outside looking in. Q. What do you see as the direction of travel – where does it go next after 1 year? A. SBu’s vision is to upskill the staff in school, less reliance on LA. Identifying gaps in expertise and building expertise, supporting helping each other, less reliance on CAMHS.</p> <p>SMn advised that there is a training day on 3rd January, a launch, 130 primary schools meeting together.</p> <p>Q. Can governors attend? A. SMn to attend an invitation to JT. Q. Proportionally you have more SEND than 2,3,4 years ago, is it because you are being recognised for meeting needs? A. A mixture, covid impact on student’s ability to regulate, we identify pupils differently to 10 years ago, e.g., autism a mixture of things, getting better at identifying need. Q. Is it the same in other schools? A, Yes, from networks, it’s happening everywhere.</p> <p><u>School Council Ambassadors Update</u> To be deferred due to JH apologies.</p> <p><u>Safeguarding</u> <u>LA School Improvement Visit Report 14.11.22</u> Governors received the report and recommendations. JG attended the visit and spoke to the advisor regarding safeguarding reports to governors and the level of information presented.</p> <p>CK raised an issue as requested by staff to clarify SLT approach to physical and violent incidents. CSc stated this was under review, need to make sure staff deployed have the training to deal with young people, make sure as a school we are doing everything we can to keep staff and pupils safe.</p> <p><u>Behaviour - Governor Visit Report (TMc) 15.11.22</u> A written report was received by governors. TMc commented that he was amazed at the positivity and energy of staff and do a follow up visit in the spring.</p> <p><u>Teaching & Learning Report (SMn)</u> SMn presented a written report with progress on the 4 key actions. Governors were advised that the SDG committee meetings conduct deep dives into teaching and learning. Meetings are held monthly via Zoom. The next SDG meeting is on 14th December, the invite to go to all governors.</p> <p>Q. The report shows CPD booked courses, no courses for maths are booked? A. Other CPD than booked courses, but because its 0 again SMn will be checking.</p>	<p></p> <p>SMn</p> <p>JHa</p> <p></p> <p>Clerk</p>
<p>10.</p>	<p><u>Health & Safety Premises Report (GM) (not in attendance)</u> Governors received a written report:</p> <ul style="list-style-type: none"> ○ Fire Evacuation ○ Fire Wardens Training ○ Traffic Management Plan ○ Health & Safety Review ○ Accident Review Data ○ Catering Changes ○ New Toilet Facilities ○ New Security Door and Gate System 	<p></p>

	<p>Q. How did the fire evacuation go? A. Good.</p> <p>Q Door fobs, how are we controlling, out of hours control? A. External doors are locked on an evening.</p> <p>Q. Can GM report on outstanding actions, e.g., fire safety? Q. What are the rules on Vapes? A. CSC – Vaping is not allowed. SMn is sending out information to parents.</p>	GM
11.	<p><u>Policy Review (S Blood, Business Manager) not in attendance</u> Governors had received a written report and were requested to undertake a review of school policies in line with the schedule for renewal.</p> <p>Resolved to approve for publication, proposed JG, seconded MH and unanimously agreed:</p> <p>(a) policies with major amendments that have been reviewed and revised as listed in the report; (b) policies with no or minor updates as listed in the report; (c) new policies included in the report; (d) archiving policies as redundant or superseded as listed in the report.</p> <p>The following actions were agreed.</p> <p>Governors' Allowances, no appendix about mileage allowances, needs to be attached. On line safety – all governors to sign an <u>Online Safety Acceptable Use Agreement</u> Acceptable Use Policy for pupils, not specific for chrome books, to be looked at in the next policy review.</p> <p>The Chair stated his thanks to SBI for her report.</p>	CSc All CSc
12.	<p><u>Governor Monitoring Visits</u></p> <p>14.11.22 - JG attendance at LA Safeguarding Improvement Audit – see item 9.7a. 15.11.2022 - Provision for students with behaviour issues within Risedale Centre (SEND) and Lawrence House. – see item 9b.</p>	
13.	<p><u>Governor Training Update</u> To record the following training has been undertaken.</p> <ul style="list-style-type: none"> ● Preparing for Ofsted (JG) ● Safeguarding – The Governor Role (MH) ● Governance Roles & Responsibilities MH) <p>MH informed governors of NGA training available. JG had downloaded a lit of the courses and requested it be sent to all governors. CSC to facilitate training for new staff governor.</p>	CSc
14.	<p><u>Governor Vacancies</u></p> <p>Election and promotion of the vacancies of parent governor and co-opted governor to be actioned.</p>	CSc
PART 'D' – OTHER BUSINESS		
15.	<p><u>Urgent Business</u> <u>Pay Committee Recommendations</u></p> <p>JG reported on the outcome of the meeting and proposed the recommendations of the committee be accepted.</p> <p>Resolved to unanimously the recommendations of the Pay Committee.</p>	

Membership of the Governing Body

Amy Beveridge, John Glahome (Chair), Mike Holmes (Vice Chair), Carl Les, Caroline Knight, Terry McCann, Colin Scott, Jim Turner, Lara Vinsen.

Members of the Senior Leadership Team/Other Staff

Stacey Burke (Senior Teacher), Sarah Cox (Senior Teacher), Sarah Matthewman (Deputy Headteacher), Gill Morrissey (Director of Facilities), Richard Sherwood (Senior Teacher), James Yates (Deputy Headteacher)