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

Wednesday 14 January 2026 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
John Glahome (JG)	Co-Opted Governor
Lara Vinsen (LV)	Co-Opted Governor
Ray Nyambira (RN)	Co-Opted Governor
In attendance	
Karen Taylor (KT)	Bursar – FMS NYC
Jon Norden (JN)	Principal Advisor - NYC
Chris Walker (CW)	Senior Governance Office and Clerk to the Governors (NYC)
Gemma Roberts (GR)	Senior Teacher and Head of English

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 and thanked everyone for agreeing, at short notice, to the deferment of the original meeting scheduled for 17th December. Amanda Hastings and Dean Higham sent their apologies in advance which were consented to.
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.** A staffing item would be considered at the end of the meeting.
4.	**Notification of urgent other business previously notified to the Chair.** None Governors agreed to re-order the agenda to enable KT to present and then leave the meeting.
8.	**Finance** **Budget Monitoring** The latest reports (November) had been circulated in advance of the meeting. KT highlighted the key variances and overall position which had shown an improvement of £143k against plan. The main reasons for this included the following items of revenue income together with savings that had been made in staffing costs: £40,317 Schools Budget Support Grant - to cover teachers' pay award £15,557 SEN income £23,226 Pupil Premium **Revised Budget** The reports had been shared in advance of the meeting. KT highlighted the fact that the figures had been based on the October monitoring and showed a fall in pupil numbers from 537 to 478 in 2026-27. Pupil numbers in Year 7 had also not been as high as expected. This had impacted on the overall position which now showed a deficit in Year 2. Governors were aware that the fall in the birth rate was a national issue and noted that LG had been proactive in seeking an SRMA review of the school's financial position. KT reported that these figures showed the budget at a specific point in time. Work was ongoing currently to clarify all known assumptions to inform the Start Budget. **SRMA Report/LA Meeting** This item was confidential and has been recorded in a separate confidential minute**.** **SEND** LG reported that she had had a positive meeting with Chris Reynolds, Head of SEND at NYC, at which one of the items discussed was the high levels of suspensions and permanent exclusions at the school. LV joined the meeting at 5.30pm Governors approved the revised budget and thanked KT for her presentation. KT left the meeting at 5.30pm

	LG informed governors that the school was recruiting for a new position of Finance Manager as the current School Business Manager would be leaving at February half term. This appointment had also been one of the SRMA recommendations.
5.	**To approve the minutes and confidential minutes from the meeting on 4 November 2025.** The minutes were approved as a true and accurate record to be signed by the Chair. All actions had either been completed or were included on the agenda for this meeting.
6.	**Headteacher Report** GR joined the meeting at 5.40pm Gemma Roberts (GR) provided governors with a verbal update on the quality assurance (QA) process – for the quality of education. Details had been included in the Headteacher Report and key points raised included: • The QA cycle had been mapped out and was reviewed half termly. • Staff were provided with focused CPD and then time to embed their practice. • Weekly tracking was undertaken and shared with SLT. Actions were identified which could include the need for further CPD. • Monitoring included lesson observations and work scrutinies and would change each half-term. • SEND had been identified as an area requiring improvement and a set of non-negotiables had been introduced. **Action**: NH confirmed that he would re-arrange his link monitoring visit on Quality of Education as soon as possible. Governor questions Q: Is this the first time this process has been mapped out like this ? A: This has been in place since September but it is the first time it has been mapped out this explicitly and then shared with staff. We now have one system in place too. LG reported that she had identified a need for more rigour in the QA process in the previous year when the new systems were first developed. This had included a need to have a more simplified and single approach instead of having different systems for different groups of staff (SLT/ Middle Leaders etc). Q: What is your measure of effectiveness? A: All staff must complete a form. We analyse all the data to identify strengths or gaps and everything is RAG rated. All walk-throughs are done as a pair – with a member of the SLT. Q: How is this linked to the curriculum? A: It does map over – all subjects have medium and long term plans. All QA is undertaken with a member of the SLT and a process of internal standardisation is undertaken. We have looked at other schools and had support from our SEA. This process will help to track the delivery of the curriculum. Q: Is Science no longer an issue? A: Less so. Science is part of this process and is being monitored closely. We have started to use White Rose in Y7 and Y8 and will roll out further if successful. Q: Have you started work with Year 11 for their exams? A: Yes. They are taking their mocks currently. We have implemented a new process of exam rehearsals with live modelling – where the subject leader will talk through how to answer each question in real time, in exam conditions. The response so far has been positive. Q: Can you see how the skills learned in English impact in other subject areas? A: Yes.

	LG reported that the Year 11 cohort were challenging in a number of ways and the school was doing its best to support this group of students. Q: Do students access learning through TikTok? A: Yes Q: Was there a reason for parent evenings in Y11 taking place now ? A: Yes – they were planned carefully: for example to be able to reflect on progress to date and also give time to have impact prior to the final exams. LG reported that the key priority was to embed and progress and not to constantly keep changing systems. Q: Is CPD generic or is any targeted for specific staff? A: Some is targeted. We use a system of 3 pathways – as not all staff are at the same point in their learning and development. Q: How have staff reacted to the changes? A: GT - staff understand the need for the changes but there has been a period of adjustment. LG – where staff are on board with the vision there have been no issues. For other staff there have been some challenges. <u>Admissions</u> LG confirmed that the October census had been completed in line with policy and procedure. The next census would be taking place on 15th January. LG confirmed that the fall in roll was linked to military moves,the legacy reputation of the school, plus the Ofsted report last year. Q: How does the mobility impact on the delivery of the curriculum? A: It is challenging. The support of Dr Sophie Ellis has been invaluable in supporting the service students. <u>Attainment</u> As discussed earlier in the meeting, LG was concerned about the outcomes for Year 11 at the GSCEs. <u>Attendance</u> LG reported that there was a need to improve the attendance. Support for attendance was being provided by Carr Manor Community School as part of the DFE RISE Attendance and Behaviour Hubs support programme. JN reported that there had been in dip in attendance across the county and nationally due to flu and sickness. Support had also been provided by the SEA. The school had been given a DfE target of 88.9% and was currently at 88.5%. Q: Does attendance naturally go up and down throughout the year? A: Yes. Attendance was ok until mid-November when there was a lot of illness amongst students. <u>Safeguarding Action Plan</u> The Plan had been shared in advance. LG confirmed that this was the latest version and would continue to be updated. LG reported that the school was in the process of recruiting a new Safeguarding Support Officer and the recent advertisement had generated a number of strong candidates. <u>School Improvement Plan</u> LG had shared the full plan in advance of the meeting. LG was concerned that the impact of high staff absence could impact on the delivery of some of the objectives. Governors agreed that: • it was essential to prioritise – those priorities with the most impact should be addressed first.

- Support should be sourced for LG to provide additional leadership capacity.

Q: The SRMA report identified a need to cost all the actions – how easy would this be to do at this point in time?
A: It is something I could do but it would take time. It is not a high priority at this point in time.

Governors agreed that LG needed to prioritize her workload and that this could be a task for the future Finance Manager once appointed.

Staffing
Details had been set out in the report. LG reported that the Deputy Head was currently on sick leave which was having an impact on her workload and on other staff.

Action: LG/NH/JN agreed to discuss leadership capacity outside the meeting.

Q: How confident are you that staff will be able to undertake the question level analysis (QLA)?
A: I don't think there will be any issues in terms of undertaking the QLA. My main concern is around the use and application of data and that there needs to be more upskilling in this area. We have tried to find external support to help provide this training to staff but it has proved very challenging to find someone.

Q: Do you have systems to be able to identify which students require interventions and then ensure that any interventions put in place are having the right impact?
A: We try but there is a challenge at the moment in being able to use the data we have in a forensic way. There is a need to train staff in the use, presentation and analysis of data – this is something we are aware of and are trying to address. Currently the data we have is not providing all the information we need and in the format required.

I can assure you that staff do know which students require interventions, that they are taking place and that we do evaluate their impact. The data support around this area is something that needs to be improved.

Governors were mindful of how best to provide support to LG and the school if the outcomes in this year's SATs were as expected. Would this impact on the reputation of the school and future admissions and could a narrative be provided which would explain the context ? Governors were also mindful of the new Ofsted framework and how the school's data would be presented over the 3 year period.

Governors agreed that there needed to be a timeframe for securing the additional leadership capacity if possible – but were mindful of the context and any HR requirements.

Q: Have we got enough resources to be able to deliver everything in the SIP?
A: No.

LG reported that she has secured some funding to provide coaching for the SLT for free (the normal cost would be around £40k).

Q: Is there anything we can do as governors to help provide support?
A: Its difficult as the challenges are operational and not strategic. I do really appreciate the support that you all provide to the school.

NH asked the clerk to identify any items requiring urgent attention as it was approaching 7pm.

Governors approved
- the Pupil Premium Strategy and Service Pupil Premium Strategy
- the Behaviour Policy.
- To extend the contract for Dr Ellis as required.

	All remaining items were deferred.
15.	**Date of next meeting** **Tuesday 3 February at 5pm via Teams**

The Chair closed the meeting at 7 pm.

<u>Dates of 2025-26 Full Governing Board Meetings</u>
Wednesday 1 October 5pm at the school
Tuesday 4 November 6pm via Teams
Wednesday 17 December 5pm at the school
Tuesday 3 February 6pm via Teams
Tuesday 10 March 5pm at the school
Tuesday 21 April 6pm via Teams
Wednesday 20 May 5pm at the school
Tuesday 30 June 5pm at the school.

Chair:

Date:

Action Log 2025-26

Item	Actions	Lead
	Actions from 17th June Meeting	
2	*Academisation to be added to autumn term agenda*	*Clerk*
2	*Premises update in autumn term*	*Clerk*
	Actions from 25th June meeting	
5	*To consider whether to write to local MP re premises funding deferred to autumn term.*	*NH*
	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*
	Actions from 1 October Meeting	
6	Add feedback from the staff health and well-being survey to November meeting agenda. All governors to let BB know when they undertake a school visit to enable BB to maintain the record of visits. (ongoing)	*Clerk* *All*
7	LV and RN to complete the statutory forms at the next availability opportunity.	*LV/RN*
13	Safeguarding Plan for 2025-26 to be shared at the next meeting. All governors were reminded to ensure that they completed all mandatory safeguarding training as soon as possible.	*LG* *ALL*
16	*Review Charging and Remissions Policy at next meeting*	*LG*
18	*DH to email governors detailing any outstanding safeguarding training.*	*DH*
	Actions from 4 November meeting	
6	Review the results from the Student Survey at December meeting.	Clerk/LG
6	Update on Staff Survey to be discussed at December meeting.	Clerk/LG
11	Update on Governor Action Plan to be discussed at December meeting.	Clerk/NH
	Actions from 14 January meeting	
6	NH to arrange link visit on Quality of Education	NH
6	LG/NH/JN to consider leadership capacity challenges	NH/LG/NH
