RISEDALE
A family of learners

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

Tuesday 4 November 2025 at 6pm via Teams

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
Beki Bulmer (BB)	Local Authority Governor
Dean Higham (DH)	Staff Governor
John Glahome (JG)	Co-Opted Governor
Lara Vinsen (LV)	Co-Opted Governor
Amanda Hastings (AH)	Parent Governor
In attendance	
Jon Norden (JN)	Principal Advisor - NYC
Chris Walker (CW)	Senior Governance Officer and Clerk to the Governors (NYC)
Stef Blood (SB)	School Business Manager

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. Pamela McMahon and Ray Nyambira had sent their apologies in advance, which were consented to by governors.
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.** To be considered as the meeting progressed.
4.	**Notification of urgent other business previously notified to the Chair.** None
5.	**To approve the minutes and confidential minutes from the meeting on 1 October 2025.** The minutes were approved as a true and accurate record to be signed by the Chair. A review of the actions was undertaken. All actions had been completed or were updated as follows: Item 11 – LG confirmed that the Data Retention Policy would be reviewed in May. Item 7 – LV and RN to complete mandatory forms at next face to face meeting. Item 13 – Safeguarding Report to be shared at next meeting. All governors had completed their mandatory training and provided the certificates bar one – who had completed the training but needed to send through the certificates once able to do so.
6.	**Headteacher's Report** LG provided a verbal update which highlighted the following points: **Staffing** • The new Facilities Manager was now in post; recruitment was ongoing for the caretaker position. **Premises** • The LA had agreed to provide some funding to support premises improvements. A number of the issues had been identified as unsafe which had expedited the need for this funding. It would not cover everything but it was hoped that it would cover the repairs to the flooring. **Pupil Feedback** • A questionnaire had been given to all pupils. The summary report was shared at the meeting. LG highlighted some of the areas of concern arising from the report which included: - A significant percentage of pupils saying they felt they didn't enjoy school and felt they didn't belong. - 7.3% of pupils stated that they never felt safe at school. LG confirmed that the report had not been anonymised and it was possible to identify which students had provided which responses. Where there were specific concerns, such as not feeling safe at school, this would be followed up directly with each of these students. NH highlighted the alignment of the responses from this report to the details that had been included in the most recent SEA report. Governors were mindful that the SEA had only spoken to a very small sample of students on one particular day – so this should not necessarily be seen as reflective of the wider culture within the school. - Positive responses included awareness of the new vision and values and knowing that there was a trusted adult who could be talked to in school. - Overall, there had been 300 responses, from 480 students on roll.

	- The toilet areas had been identified as the most unsafe although the responses showed an improvement on the previous year. - Further concerns identified included the inconsistent challenging of poor behaviour by staff and that bullying was not dealt with. Governor questions Q: Are the toilets staffed? A: Yes, although not during lessons. Q: Do you use vape alarms? A: Not currently as they are expensive. Q: As you know which student provided which response, are you able to discard some of the answers as you know they were not genuine? A: Where we know there are genuine concerns, we will look to support those students. There were some unpleasant and inappropriate responses too. Q: Has this been broken down by year group? A: No, but that is something we could consider. Q: As you know the names of all respondees, is there a way to track the progress of individual students in future surveys? A: I'm not sure that that would be possible to that level of detail. Q: Is there a group of pupils who might be disillusioned and answering all the questions in the same way ? A: Yes. LG reported that overall, the responses were very similar to the previous year. **Action:** Governors agreed to review the results at the December meeting, to identify the key issues and planned actions. **Action:** LG to save the report in the shared drive after the meeting. **Staff Survey** The report was shared at the meeting. LG reported that the questions had been carefully worded to ensure that they were evidence based. The focus of the report was on workload and health and well-being related issues. The results of the survey would be used to help inform the Health and Well-Being Plan which had not yet been completed. CA detailed the current work of the Wellbeing Committee – a key aim had been to identify where the support was most needed and then to develop a strategy to address the needs of this group of students. There had not been much progress. A meeting of the group had been planned for 5 November. LG highlighted the fact that this survey was not the same as the wider staff survey which focused on all staff related issues, which would include well-being as one aspect. **Action:** Update on the staff survey and well-being strategy to be added to the December meeting. LG highlighted the fact that the work of the Staff Wellbeing Committee had led to the Silver Award and that this groups was not led by LG. **Single Central Record** LG reported that she had reviewed the SCR on 10th October. No concerns had been identified.
7.	**Chair's Update** No update

8.	**Finance** **Contracts Schedule** The schedule had been shared in advance of the meeting. SB highlighted the key elements within the schedule and confirmed that most contracts were with NYC and were up to date. The two main issues had been: • the cost of photocopying – a new much cheaper contract had now been secured • burglar alarms – a replacement system would be required at some point and would cost £6-7k. Options were currently being considered. Governors thanked SB for all her hard work in developing the robust monitoring schedule. Governors were mindful that the majority of the contracts were with the one supplier (NYC) but noted that they provided the best VFM. Governor question Q: Are there any grants or funding available to support energy costs? A: SB agreed to investigate whether any such funding was available. LG reported that the Climate Action Plan would be led by the Facilities Manager and would be published this half-term. A key aim of the Plan would be to explore greater efficiencies and reduce emissions. **SRMA** LG reported that the budget meeting with the LA had been deferred pending a date for the SRMA – which had not yet been confirmed. Q: Are any governors needed for the SRMA meeting? A: As they do look at the governance of finance they might want to speak to governors. NH **Budget Management** The latest reports had been circulated in advance of the meeting. LG reported that the biggest concern was the impact of the significant fall in roll. Discussions were ongoing with the bursar to identify how this might be addressed but it was likely that some tough decisions would need to be considered before the start of the next academic year. NH reminded governors of the wider context which included: • being in the Ofsted 'window' • the need for rapid improvement • the context of the school itself AH confirmed that a meeting with JG, the SBM and the bursar had been arranged for 21 November to review the budget. Governors thanked SB. SB left the meeting at 7pm
9.	**Policies** Governors approved the following policies Capability Policy and Procedure Code of Conduct for Staff Discipline Policy and Procedure (Staff) Attendance Policy – which included the change to the length of the morning and afternoon registration period to 30 minutes. **Charging and Remissions Policy** LG reported that the current policy required all students to be charged the same amount for things like trips or enrichment activities. LG proposed a change to the wording of the policy which would enable support to be provided to the Pupil Premium students. Funding had been set aside already to support this cost. There was not sufficient funding to provide this support for the Service Pupil Premium students, however.

	Q: Could you use the SPP funding to provide support for all students who might need it? A: This funding is not separated out so this couldn't be done currently. In addition, funding needs to be found to support the cost of Dr Sophie. Governors approved the proposal and changes to the Charging and Remissions Policy**.**
10.	**External Reports**. The reports had been circulated in advance of the meeting. LG reported that Aishling Robinson was the new SEA. LG welcomed the detailed scrutiny of the visits and reports and the support from Aishling. Governors noted that the report undertaken by Tudor was somewhat of a contrast to that of the SEA and had only taken place 4 days apart. JN reported that it was not uncommon for reports to be different. Factors such as speaking to a different group of students would have an impact on the reports for example. NH highlighted the common themes that had been identified in the external reports, the surveys and through link governor visits. The key thing was that the issues had been identified by the school and actions taken to address them.
11.	**Governor** There were no reports to circulate but CA, NH and AH had planned visits arranged. **Governor Action Plan** BB agreed to support NH with the final draft. **Action:** Add to December meeting. **Governance Healthcheck Feedback** NH reported that the governance healthcheck had been completed by the LA and the feedback had been excellent with only a few items identified as amber. Significant progress had been made since the last report. NH thanked governors for all their hard work. **Pay Review Committee** The Committee had met on 4 November. There were no concerns and all recommendations had been approved bar one due to an ongoing sickness absence. The committee confirmed that the process followed had been rigorous and in line with policy.
12.	**Safeguarding and Health and Safety** LG reported that there had been anti-social behaviour in the wider community over the half-term break which had included a number of students from the school. LG assured governors that everything had been done to ensure that no unacceptable behaviour had taken place in school as a result. DH left the meeting at 7.30pm
13.	**AOB** A confidential discussion took place at this point in the meeting and has been recorded in a separate confidential minute.
14.	**Date of next meeting** Wednesday 17 December 2025 at the school

The Chair closed the meeting at 7.48 pm.

Dates of 2025-26 Full Governing Board Meetings
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 the December meeting, to identify the key issues and planned actions. LG to save the report in the shared drive after the 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*
