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

Wednesday 4 June 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
John Glahome (JG)	Co-Opted Governor
Pamela McMahon (PM)	Parent Governor
Beki Bulmer (BB)	LA Governor
Dean Higham (DH)	Staff Governor
Lara Vinsen (LV)	Co-Opted Governor
Amanda Hastings (AH)	Parent Governor
In attendance	
Chris Walker (CW)	Senior Governance Office and Clerk to the Governors
Jonathan Norden (JN)	Principal Education Advisor, NYC (Observer)
Stacey Burke (SB)	SENCo

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. Kate Morgan had sent her apologies in advance of the meeting 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.** To be considered as the meeting progressed.
4.	**Notification of urgent other business previously notified to the Chair.** **None**
5.	**To approve the minutes from the meeting on 14 May 2025** The minutes were approved as a true and accurate record to be signed by the Chair. Actions to be reviewed at the next meeting.
6.	**SEND Update** SB provided an update on SEND. Key points raised included: Transition • Meetings had been arranged with the primary feeder schools to identify and discuss those pupils joining the school in September with SEN needs. Profiles for each pupil were being developed. • Pupils with attendance concerns were a specific cohort being focused on. Governors noted that the attendance data for Year 6 had recently been released by the DfE and would be used to help inform this process. **Broader Support for SEN Students** • Behaviour data continued to be analysed regularly to inform support for SEN students. • The Breakfast Club had had a variable impact on students. • Targeted interventions for those students with higher needs had been more successful for some students than others. • The format of support plans had been updated. • Increased support from the SEND Hub had been implemented although the impact and effectiveness of this support was currently being reviewed. • Looking to roll out Thrive practice across the school – the addition of a Thrive Practitioner would help provide support for this. **Barriers/Challenges** • Increasing numbers of EHCP students both currently at the school and also joining in September. • Concerns as to whether Risedale would be able to meet the needs of all these students. • Work was ongoing to improve the identification of SEND • Interventions were being implemented to improve attendance • Improvements had been made with regards to parental engagement. • Behaviour of the core groups of students was still a significant concern. • Training was being provided to staff on curriculum design – to ensure the curricula met the needs of all students. • Pupil groupings were being reviewed. • A number of students were required to be out of class for 8-9 hours per week.

	Governor question Q: If the LA is directing these children to our school, after we have said that we can't provide need, are they providing the necessary resources? A: We do get some element 3 funding, but we don't know the bandings of these pupils yet. Essentially, we have to find the resources to support these students. NH explained that: • SEND had been an area identified in the recent Ofsted Report • It was not acceptable for the school to admit students for which it believed it could not meet need. • This would create an additional vulnerability for the school at a time when it must demonstrate progress and improvement in advance of a future Ofsted visit. • He would be content to discuss these concerns further with the LA. LG assured governors that the school was as inclusive as it could be and would not say no to a student except in those few cases where it was felt that need could not be met. Governors were concerned that it appeared that the school was being asked, by the LA, to admit students for which need could not be met and that they would be better placed in a different provision. This was not fair on either the school or the student. **SEND Culture in School** • A lot of work had been undertaken to embed a culture within the school where all staff recognised their role and responsibilities with regards to SEND. **Alternative Pathway (AP) Update** • An AP was being introduced in Year 10 to a small group of students – which would lead to a BTEC Level 1. With a more vocational focus. SB was in the process of developing the curriculum. • The offer would also include functional skills in English and Maths. **Funding Concerns – key factors** • The impact of the increasing number of EHCPs • Parental requests for the funding in support of the EHCPs to be used to support alternative provision. LG reported that there were concerns that some of this provision could not be quality assured by the school. A review of one had evidenced no impact and therefore it would be ended. Governor questions Q: Have you informed parents that alternative provision is only a short-term solution? A: We do discuss this with the parents and there have been some challenging conversations especially where parents would like the AP to be permanent. LG explained that the impact of longer-term AP (by being away from the school) could impact on the individual students who sometimes felt alienated when they returned to school. SB reported that the level of interventions taking place outside the classroom was also impacting on staffing support. The staffing and funding arrangements for the alternative pathways were currently being developed. Governors thanked SB for her detailed presentation. SB left the meeting at 6.43pm
7.	**Headteacher Report (Verbal)** LG reported that she had no further updates to note since the last meeting.

8.	**Chair's Update** NH reported that the multi-agency meeting with the LA had taken place with a focus on finance. The key outcomes were noted as: • The LA would undertake a review of the budget and make recommendations. • Support would be provided for SEND • A site walk had identified a number of urgent premises concerns. **Action:** Governors agreed to discuss the premises concerns at the next meeting. Governors asked that their thanks be passed on to the premises team for all the work that they had undertaken to date.
9.	**Staff Insurance Scheme** Further to the discussion at the last meeting, LG informed governors that: • the quote for the 30-day cover only was still high, at around £15k. • the vast majority of staff absence was short term which would not be covered by the policy. • There was £65k in the budget to support staff absence cover. Governors agreed that the Staff Insurance Policy would not be renewed for 2025-26 and cover would be managed by the school. **External Reports** The latest reports had been shared in advance of the meeting and included: • The Safeguarding Report from the LA • A safeguarding report commissioned from an external consultant LG confirmed that the reports had been scrutinised and all actions added to the school's action plan. **Action:** Updated safeguarding report to be shared at next meeting. • Personal Development Report (LA) LG confirmed that the key actions from the report were being implemented. A key action was for LG to connect with other schools. • SEND (LA) Evidenced good progress in the SEN provision. • Attendance (LA) A further visit on attendance had been planned for this term. Governor questions Q: In the consultant's report on safeguarding pupil voice highlighted some concerns around bullying. Is this current or does it refer to historic bullying? A: Bullying is something we continue to be concerned about and is improving. We have better systems in place now to record and track incidents. Overall, the site is now covered much better too which has helped. A big challenge has been how to address the culture of not 'snitching'. Q: Are there any timebound actions in the safeguarding reports? A: Yes, and Ill share at the next meeting. Q: Now that the Garrison Assist Funding has ended are we still able to continue with this good work? A: Yes and No. That funding has ended but efforts to secure more funding are ongoing. The idea was that once the funding ended the focus should be on embedding. This is something we are working on in liaison with Matt Blyton. We are trying to work on this as a group of school within the garrison. LV explained that a key outcome of this funding had been to develop a network amongst the SENCos within this group of schools. It had been an invaluable way of sharing best practice but also developing the other benefits of being part of a network – communication etc.

	DH reported that he believed that bullying had improved in the school and that there had been a culture change. A key challenge being faced by the school currently was how to address online bullying which often took place outside the school.
10.	**Workplace Health and Well-being Action Plan** **LG provided an update from the DHT. Key points:** • The action plan had been personalised. • The plan had been shared with JG/CAPM who had added further actions. • All actions had now been completed. • The Plan had been awarded the Silver Award. • The aim was now to develop the plan further with a view to achieving the Gold Award. • The actions would feed into a wider staff plan. • A key aim was to ensure that it would involve no extra work for staff. • A copy would be kept in the staff room to enable staff to add items. JG reported that he had undertaken a governor monitoring visit to review workplace health and well-being and assess progress on the plan. A key outcome was that further governor training in this area would be welcomed but it was noted that training packages were costly.
11.	**Policies** Governors approved the Budget Management Policy and that the Headteacher's delegated limit should be 0.5% of the delegated budget or £30k whichever is the lesser without the consent of the governing body or Chair. Governors noted that the next review date for the policy was June and therefore the policy would be reviewed at one of the June meetings. **Action:** JG agreed to review the terms of reference within the document to ensure clarification and consistency.
12.	**Governor** <u>Governor Visits</u> NH thanked governors for undertaking the link monitoring visits and for sharing their reports. Further consideration of the reports would be undertaken at the next meeting.
13.	**Safeguarding/ Health and Safety** No concerns to report.
14.	**AOB** None
15.	**Date of next meeting** **4th June** NH thanked governors for their time.

The Chair closed the meeting at 7.15 pm.

<u>Dates of 2024 – 2025 Full Governing Board Meetings</u>

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

Thursday 10th July 2025 – 17:00

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