



RISEDALE

SCHOOL

A family of learners

MISSION STATEMENT:

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AIMS:

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

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Tuesday 02nd July 2024 at 17:00, Room 6, Risedale School

In Attendance

<u>Governors Present</u>	
Charlie Anderson (CA)	
Amanda Hastings (AH)	
Caroline Knight (CK)	Staff Governor
Gary Morley (GM)	
Terry McCann (TMC) - Virtual	
Colin Scott (CS)	Headteacher
Cllr Carl Les (CL)	Local Authority Governor
Amy Beveridge (AB)	
Lara Vinsen (LV)	
John Glahome (JG)	Chair of Governors
<u>Clerk to Governors</u>	
Alex Hatley (AH)	North Yorkshire Council
<u>Present</u>	
Lucy Greenwood (LG)	Incoming Headteacher
Richard Sherwood (RS)	Senior Teacher
Mark Kirkbride (MK)	Senior Teacher
Sarah Cox (SC)	Senior Teacher
Jane Hailwood (JH)	Senior Teacher
Stacey Burke (SB)	Senior Teacher
Gemma Roberts (GR)	Senior Teacher
James Yates (JY)	Deputy Headteacher

Actions

<u>Item Number</u>	<u>Item</u>	<u>Initials</u>
7	Safeguarding training	ALL
7	Provide list of roles and responsibilities of each governor and identify which are missing	JG



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10	School Development Group (SDG) terms of reference	CofG
15	Share other academy presentations with the board	CS
15	Inform DAT of the decision to academise	CS

Minutes

Part 'A' – Procedural

<u>Item Number</u>	<u>Item</u>
1.	<p>Welcome and Apologies for Absence and to determine whether any absences should be consented to:</p> <p>The Chair of Governors welcomed everyone to the meeting. There were no governors absent.</p>
2.	<p>To remind Governors of the need to declare interests, pecuniary or non-pecuniary:</p> <p>CL reminded everyone that he is a councillor and TMC advised everyone that he is now an invigilator.</p>
3.	<p>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:</p> <p>There are currently no items that are confidential but will identify any as they come across them.</p>
4.	<p>Notification of urgent other business previously notified to the Chair:</p> <p>The chair hasn't been notified of any urgent business.</p>
5.	<p>To approve the minutes of the meeting held on 07th May 2024:</p> <ul style="list-style-type: none"> ○ Matters arising <p>The governors had read through the minutes from the full governing body on the 07th May 2024. AHas proposed that the governors accept them. CL second this.</p> <p>Agreed: the minutes of the full governing body meeting held on the 07th May 2024 were agreed. JG signed these and gave them to CS to file.</p>
<u>Part 'B' - Resources</u>	



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6.	<p>Finance:</p> <ul style="list-style-type: none"> ○ Monitoring Report ○ Monitoring Statement – Detail ○ Monitoring Statement – Summary ○ Closure of the School Fund <p>The governors had looked at the monitoring reports. Finance is healthy, showing a surplus, however as a reminder that the school need to continually monitor finance because the 3 year plan takes the school into a deficit.</p> <p>CS explained the school fund sat in a separate pot and it’s suggested that it sits in the school budget. Helen can arrange for the school fund to be closed. AHas proposed that we close the school fund. GM seconds this and everyone is in favour.</p> <p><u>Agreed:</u> the governors agreed to close the school fund.</p>
<u>Part ‘C’ – School Improvement</u>	
7.	<p>Deputy Headteacher’s Report including:</p> <ul style="list-style-type: none"> ○ SEND ○ Attendance ○ Exclusions ○ Safeguarding ○ Complaints ○ Counselling <p>JG reminds everyone to read the reports that are in the shared folder and to direct questions to JY.</p> <p>CS advises that we have to report on these headlines every meeting so it’s important to read the reports and challenge them.</p> <p>Q: There is a 75% increase in data breaches this year, why is that and what are we doing about that?</p> <p>A: When typing in a name on an email, it automatically suggests people. Staff are selecting the first person. It is more prevalent this year due to having a new email system in place. There has been training done and reminders are sent to staff. A discussion with SLT has taken place about turning this function off but then at risk of inputting the incorrect email address. Also, sometimes staff CC’ing emails in instead of BCC.</p>



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	<p>Q: There are 7 EHCP being processed by the school, what is the timeframe for these? A: 4 EHCPs are with the LA and they have up to 20 weeks to do that, it is not happening within these 20 weeks though. We have a new caseworker who is better with communication compared with the previous one. Those EHCPs are all at different stages. The other 3 are with the school and information is being collated for them. The school has 33 pupils with EHCPs and 141 pupils with SEND. Janet Crawford finalised the resources panel however due to the death of Janet, there is a backlog although there should be a plan in place.</p> <p>Q: Given the high proportion of SEN and EHCPs, does that make us eligible for additional funding from North Yorkshire Council? A: No however we get funding from different elements of the EHCP.</p> <p>The governors requested attendance data for pupils with EHCPs separately as EHCPs have an impact on attendance. The school have 1 pupil on role and is moving to another location but there are no suitable schools for them so they're unable to move them off role until there is a school.</p> <p>Q: Year 9 attendance is lower than other groups, in 2026 will we have problems with the results? A: Year 9 didn't have KS2 or the transition year due to COVID, there will be a trend across the UK. There is work being done to improve the results.</p> <p>There is mandatory safeguarding training to be done. Action: confirm with Sarah once training is complete.</p> <p>JG was invited to attend the training day on Thursday.</p> <p>GM can no longer commit to being a governor at this time and has resigned with immediate affect. As GM was the safeguarding link governor, the governors asked if anyone would like to be appointed as the safeguarding governor. Action: JG to share with the governors a list of which roles they support.</p> <p>AB suggested they would like to become the safeguarding governor. Agreed: AB appointed as the safeguarding governor.</p>
8.	<p>Policies update:</p> <ul style="list-style-type: none"> ○ Admissions – Revised



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	<ul style="list-style-type: none"> ○ Flexible Working (HR) – revised to confirm that the flexible working request process, including any appeal, must be concluded within two months ○ Leave Policy and Guidance – introducing statutory right to carer’s leave ○ Parental Leave (HR) - updated following changes to employment legislation, namely the Protection from Redundancy (Pregnancy and Family Leave) Act 2023 ○ References (HR) – revised to ensure legislative compliance and best practice ○ Reorganisation, Redundancy and Redeployment (HR) – updated following changes to employment legislation, namely the Protection from Redundancy (Pregnancy and Family Leave) Act 2023 ○ Travel and Expenses (HR) – Revised to incorporate the most up to date NYC rates and arrangements in respect of travel and expenses claims <p>The policies are all adopted from the local authority, North Yorkshire Council. These are available to be read on the shared drive. JG proposes that we accept them, AHas seconds this. Agreed: The above policies have been approved.</p>
9.	<p>Feedback on Governor Visits/Stakeholders visits:</p> <ul style="list-style-type: none"> ○ Visit by the Chair of Governors – 26th June 2024 <p>JG did a visit to the school this term. They did a walk through with GR and visited some lessons. The lessons showed that those pupils with additional needs were being met and the pupils weren’t being disruptive. The teachers are aware and can identify those with additional needs. There was also a visit from a safeguarding advisor.</p>
10.	<p>Governance Update:</p> <ul style="list-style-type: none"> ○ Committee Structures Terms of Reference ○ School Development Group Terms of Reference <p>It is recommended that board know who is on each committee instead of arranging a panel on an ad hoc basis. Governors have read the committee structures terms of reference. JG proposes, CS seconds this. Agreed: Committee structure.</p>



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	<p>School Development Group (SDG) have a meeting in autumn and agree the terms of reference then.</p> <p>Action: SDG terms of reference.</p>
<u>Part 'C' – Other Business</u>	
11.	<p>Urgent Business:</p> <p>No urgent business at this meeting.</p>
12.	<p>Confidential Items:</p> <p>No confidential items at this meeting.</p>
13.	<p>Dates of future meetings:</p> <p>08/10/2024, 04/12/2024, 23/01/2025, 18/03/2025, 14/05/2025 & 03/07/2025</p> <p>These meetings are set on different days so that more governors can attend each meeting.</p>
14.	<p>Word of thanks and goodbye from Chair and members of the Governing Body:</p> <p>CK is leaving at the end of term as they are starting a new job. JG thanked CK for her service. CS is also leaving role as HT at the end of term to start a new career. JG thanked CS for his 8 years of headship.</p>
15.	<p>Dales Academies Trust Discussion:</p> <p>The Dales Academy Trust were invited to attend part of this meeting. In attendance from DAT, was Damian Chubb, CEO, Judy Hooten, Vice Chair, Louise Newport, HT at Carnagill, Ashleigh Lees, HT at All Saints and Grahame Shepherd, Governor.</p> <p>CS, LG, TMC and CA attended a meeting with some DAT staff recently.</p> <p>Damian presented to the governors. Damian emphasised that although the school would be part of the trust, keeping the identity of each unique school is important to them.</p> <p>Some of the main points from the presentation.</p> <ul style="list-style-type: none"> - which schools were part of the trust, their location, type of school, size of school



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	<ul style="list-style-type: none">- An expected income for the 24/25 year £19M- 1 Educational Psychologist for all the schools- 1 school has 19 pupils, another school has 400 pupils- Trying to identify a speech and language therapist for the trust.- Meeting regime and committee structure (local governing bodies retained)- Currently only 1 secondary school <p>Q: Are we legally bound to follow through with joining the trust after we have formally expressed interest and the due diligence checks are done?</p> <p>A: No, until the documents are signed at the very end we can pull out.</p> <p>Q: We spoke about Faith schools and Christian Schools do we need to conduct a mini service daily in assembly if we join?</p> <p>A: No, we have community schools which have their own values and don't conduct collective worship.</p> <p>Q: What are the time pressures on Risedale making a formal application to join the trust?</p> <p>A: Average time for completion is 6 months but can take a couple of months to a year sometimes.</p> <p>Q: Risedale is due a visit from Ofsted. While the school self-evaluation is as good, there is always a risk that there could be a requires improvement judgement. How would the trust support Risedale if this was the case?</p> <p>A: If the school got RI, support can be provided.</p> <p>Q: We understand that the Dales buy in certain support services (NYC Human Resources advisors). At what point would the Trust consider building in-house capacity?</p> <p>A: Only when the trust can do a better job. We do HR through North Yorkshire Council but do some other services in house.</p> <p>Q: What assurances an the Trust give as to their financial stability? How would we be assured funds for Risedale pupils will be applied in meeting their needs?</p> <p>A: Accounts are public each year, sitting on £3.1M reserves. Robust financial systems in place. Budget is signed off by the trust board but discussed at local governing board.</p> <p>Q: What does the Trust do to maintain consistency of software use between its schools?</p> <p>A: We all use BromCom and CPOMs. All Saints use Microsoft, OneNote and Teams, they have 600+ devices in schools. Easier for them to stay</p>
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on the system they have, DC advised that he would need to know what works best for the school.

Q: Do staff TUPE over as they are?

A: Yes.

Q: DAT have more schools than they do HTs?

A: Some are small schools and have joint headship. 2 schools were a federation before they joined the trust.

DAT members left the meeting at 19:00.

CS explained that Risedale are on a potential academisation journey. It is recommended a school starts this process so that they have more say in what trust they go with and the time it takes. If the school is to get a lesser outcome from Ofsted, the DFE could take over the academisation process and the school would have no involvement, which could lead to the school losing it's identity and not having the best support from a trust that doesn't seem appropriate for their school.

CS proposes that the school agree to academise and start the process with DAT.

The governors challenged this proposal as some of them have not been involved in any of the academy discussions and DAT are the first trust they have had academisation information from.

CS advised he has had other presentations and information from other trusts but not shared then with the governors.

Action: Share the other academy presentations and information with the governors.

As this will be the incoming HT journey, the governors requested to postpone this decision until the autumn term.

TMC and CA advised that this was positive information from DAT but nothing to compare it with.

Q: Why have you decided to start this process now as you're leaving?

A: I would like the best for the school and believe this is the best next step for it. I have looked in to academizing previously but never progressed.



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	<p>After an in depth conversation about the process of academisation and hearing the thoughts and opinions from all of the governors and SLT, CS proposes that the board agree to academise and start the process with DAT.</p> <p><u>Agreed:</u> It was a majority vote to start the academisation process based on that the school can withdraw at any point.</p> <p>The LA can do the due diligence checks but it costs £12K, we do the checks ourselves.</p> <p>There was a staff meeting in previous years about academisation but no academized were mentioned and nothing has been mentioned to parents previously.</p> <p><u>Action:</u> CS to inform Damian Chubb of the schools decision.</p>
Meeting finished at 20:40.	

Approved as an accurate record of events at the governing body meeting held on;

Date:

Chair: