



GOVERNING BODY

Minutes of the meeting of the Governing Body (GB) held on Tuesday, 26th September 2017.

Present:

Governors: Beki Bulmer, Stewart Gardiner, John Glahome, Jane Hailwood, Pascal Hanrahan, Phill Hunter, Joe Jordan, Carl Les, Colin Scott and Sam Wright.

Others: Sarah Cox (Associate Assistant Principal), Sarah Matthewman (Assistant Principal), Terry McCann (Vice Principal), Gill Morrissey (Director of Integrated Services/Facilities), James Yates (Vice Principal), Sally Zaranko (Assistant Principal and SENCo), and Stephanie Blood (Clerk to the Governing Body).

Minute No	Item	Action
1.	<p><u>Election of Chair and Vice Chair</u></p> <p>Having been proposed and seconded it was:</p> <p>Resolved: That Beki Bulmer be elected as chair of the Governing Body to serve for a term of 1 year.</p> <p>Nominations were invited for the post of Vice Chair. Having been proposed and seconded it was:</p> <p>Resolved: That Stewart Gardiner be elected as vice chair of the Governing Body to serve for a term of 1 year.</p>	
2.	<p><u>Welcome and Apologies for Absence</u></p> <p>The Chair welcomed governors and staff to the meeting.</p> <p>No apologies were presented.</p>	
3.	<p><u>Declarations of Interest Pecuniary and Non-Pecuniary and Rules of Confidentiality</u></p> <p>The Chair reminded those present about the need to declare any interests they might have in respect of any items on the agenda or which might be discussed at the meeting and about the rules of confidentiality. No declarations were made.</p>	
4.	<p><u>Confidential Business</u></p> <p>No items on the agenda were identified as potentially being of a confidential nature and needing to be excluded from the minutes to be made available for public inspection.</p>	

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5.	<p><u>Urgent Business</u></p> <p>There were no items proposed for discussion under urgent business.</p>	
6.	<p><u>Statutory Committees</u></p>	
6.1.	<p><u>Committee Structure and Terms of Reference</u></p> <p>The governing body noted the report detailing committee structures, present and ad hoc, and terms of reference for each.</p> <p><u>Resolved:</u> The governing body agreed the committee structure and terms of reference, subject to authority to elect a chair being delegated to ad hoc committees. Clerk to update terms of reference accordingly.</p>	Clerk
7.	<p><u>Register of Business Interests</u></p> <p>Governors were reminded of their obligations to update their registers of interest. Registers were updated accordingly. The Disqualification Declaration was also signed off by Governors.</p>	
8.	<p><u>Removal of Elected Governors Practice and Procedure</u></p> <p>The governing body considered a report from the Principal on an amendment to the School Governance (Constitution and Federations) (England) Regulations 2012 where from 01st Sept 2017 governing bodies will be able to remove elected parent and staff governors in the same way as they can other governors.</p> <p><u>Resolved:</u> The governing body approved the practice and procedure for removing elected governors as detailed within the report.</p>	
9.	<p><u>Governor Code of Practice</u></p> <p>The governing body were asked to consider adopting a code of practice for governors as detailed within the report. If adopted by the governing body it was recommended that governors sign the code at the first governing body meeting of each school year.</p> <p><u>Resolved:</u> The governing body agreed to adopt the Code of Practice and each signed the Code of Practice declaration, to be kept on file, for governors to sign the code at the first governing body meeting of each school year.</p>	Clerk

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10.	<p><u>Standing Orders</u></p> <p>Governors were presented with standing orders for procedural workings of the governing body.</p> <p><u>Resolved:</u> The governing body agreed to adopt the standing orders subject to the following:</p> <ul style="list-style-type: none"> a) Amend the orders to confirm the chair and vice chair will serve for a term of 1 year. b) For the Code of Practice to be included on the Risedale Sports and Community College website and included within any future governor staff or parent election packs. c) For the website to be updated to include governor’s details and register of interests accordingly. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
11.	<p><u>Minutes and Matters Arising</u></p> <p>Resolved: That the minutes of the meeting of the Governing Body held on 27th June 2017, which had been circulated with the agenda and available via the governors’ portal, be confirmed and signed by the Chair as a correct record.</p> <p><u>Matters Arising:</u> <u>Licensed Deficit</u></p> <p>Q: Was there any updates on the licensed deficit. A: The Principal advised the licensed deficit has been approved and it is hopeful that the deficit will help support a number of disadvantaged students.</p> <p><u>Mission Statement</u></p> <p>Resolved: Mission statement to be added to the agenda as a standard item for governors to refer to as a reference when making decisions.</p> <p><u>Governor Training</u></p> <p>Governors commented that they found the recent ‘Welcome to Governance’ training delivered by NYCC Governance Unit helpful. The Principal commented, going forward, consideration would be given to offering governors bespoke training if there were sufficient numbers of governors requiring training in one area.</p> <p><u>Growth of the School</u></p> <p>The Principal updated governors on a recent meeting held regarding forecasted growth of the school.</p> <p><u>Parent Election</u></p> <p>The Clerk provided an update on the parent election. A ballot will take place on Friday for the remaining two candidates.</p>	<p>Clerk</p>

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12.	<p><u>Dates of Future Meetings</u></p> <p>Tuesday 28th November 2017 at 5pm Tuesday 06th February 2018 at 5pm Tuesday 24th April 2018 at 5pm Tuesday 22nd May 2018 at 5pm Tuesday 17th July 2018 at 5pm</p>	
13.	<p><u>Principal's Full Report</u></p> <p>The Principal presented his Full Report and highlighted the key points:</p> <ul style="list-style-type: none"> ❖ Previous exclusion culture is being eradicated. ❖ Quality of teaching is a focus. ❖ 25hrs minimum of directed time have been allocated to teachers to undertake CPD with the aim of improving teaching and learning. ❖ Introduction of 6 period day. <p>All of these areas provide challenges for staff but staff are managing the changes well.</p> <p>The Principal gave an overview of the six priorities which have been identified and, if approved by governors, will be developed into a focused action plan at the forthcoming SLT residential and will form both a 3 and 5 year strategy. Further, the Mission Statement will be reviewed to ensure the sport and creative aspect of the College is captured within the statement.</p> <p>Other points to note:</p> <ul style="list-style-type: none"> — French has been introduced into the curriculum. — A new recording studio has been built. — As regards attendance and exclusions, there are still persistent absentees and work is being done to better this area. The Principal advised on relationships being built with health, with one area of exploration being working together to lesson appointments made for students during school time, something that could be extended to all three medical practices in the area. — Improved engagement with the community. — There were no students not in education, employment or training (NEET). <p>Governors considered the SEF 'on a page' but were reminded that a review of outcomes, teaching and learning and assessments needs to be undertaken, outcomes of which will be used to improve performance.</p> <p>The Principal reported on recent Progress 8 figures and how these had improved following receipt of data from DfE, where the figure had risen to -0.1 from -0.31. Significant progress has been made with English where progress was above the national average, and progress in maths was in line with national expectations. However, the school should not become</p>	

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	<p>complacent as there is still lot of work to do particularly with regards improving progress in Technology and Humanities and external reviews are being organised for these departments. Also, there have been a vast improvement with Disadvantaged but now further work needs to be done to recognise all groups as every student counts.</p> <p>The reformed GCSEs (scoring 1-9 from A-G) has hit all subjects with the exception of Maths and James Yates is leading on a curriculum review.</p> <p>Q: How have results measured up against prediction? A: On the whole predictions were good but there has been some variation in some subjects.</p> <p>The Principal reported on what is being done to reduce teaching workload:</p> <ul style="list-style-type: none"> — Reduce the 5 Student Progress (SP) points for all children with a view to increasing quality. Reduce SP points to 3, except for Key Stage 4 students where there are 4 SP points as more input is needed in this area in the hope to increase quality. — Teachers to focus on teaching and learning in the classroom. — My Child at School app is available for parents who can log on and see how their child is progressing. — Written reports are being undertaken by form tutors as opposed to subject leaders, which will provide tutors with more responsibility for the students in their form and save teachers from working beyond their hours writing reports, time which would be better used prepping for lessons. <p>Q: Is there any opportunity to share data and best practice with other secondary schools as rate of improvement could exceed if there was shared data? A: This is an avenue to explore however it may be other schools may not wish to share data due to the uncertainty in the new grading. The Principal advised all school data is released in January and agreed, it would beneficial to develop a culture where data was shared and lay open on the table.</p> <p>Resolved:</p> <ol style="list-style-type: none"> a) Governors agreed the newly formed Senior Leadership Team (SLT) were heading in the right direction and approved the six identified priorities for SLT to progress into an action plan off site. b) Governors accepted the report and approved the format. 	
14.	<p><u>Special Educational Needs, Disadvantages and More Able</u></p> <p>The SENCo presented governors with an update on disadvantaged the more able and Service pupils.</p>	

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	<p>Disadvantaged – students in receipt of free school meals, and looked after children all of which bring financial weighting. There is a common mistake to assume all disadvantaged are low achievers which isn't always the case.</p> <p>More Able – need to redefine what is meant by 'more able' by looking at the spread of intake. More able are being pushed but not pushed enough as such stretching challenge and raising aspirations is being built into classroom teaching.</p> <p>Service – this is an element to focus on in terms of performance management. Service students make up a significant proportion of the cohort and are judged on outcomes despite the College not necessarily being responsible for their journey. The curriculum review (referred to above) will need to look at the subjects on offer and consider if they are transferable for this cohort. In Year Fair Access (YFA) have been reviewing how the Hub can be used to help this cohort of students be brought up to speed with their peers.</p> <p>Results for disadvantaged have improved and Pupil Premium funding is used to support both staffing and resourcing however, further work needs to be undertaken as regards relocating teaching assistants to ensure students get the right support in the right place at the right time.</p> <p>The role of the form tutor has been reviewed to underpin the shifting culture and raise aspirations.</p> <p>Pupil Premium is allocated to schools for each SEN student on the January census of each academic year.</p> <p>Q: Are the children coming from local communities or further afield? A: It's quite a mix however, recently a number of children have transferred from local schools.</p> <p>It was noted that comments had been made on how smart the Risedale students look going to school.</p> <p>Q: What is the percentage of students on the SEN register? A: Approximately 20% which is above national average.</p> <p>Governors noted the report.</p>	
15.	<p><u>Policies</u></p> <p>The Principal gave thanks to those staff members for the work undertaken reviewing policies and requested if any governors have identified any issues to forward comments back to the Clerk who will amend them accordingly.</p> <p>Initial observations:</p>	

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	<p>— Any mention of Local Boards to be removed as these no longer exist [Budget Management Policy]</p> <p>— Collective Worship – Reword the sentence...‘it is not possible to have a daily act of collective worship for all students through assemblies, though there is a tutorial programme which is compliant with the purpose of collective worship.’ to read ..‘it is possible....’</p> <p>— Check the Charging Policy ‘amount of income’ whether this figure changes each year.</p> <p>— Disciplinary Policy – governors delegated all authority to the Headteacher</p> <p>— Governors noted the delegated authority to the Headteacher was set at £10,000 for Risedale Sports and Community College.</p> <p>Resolved:</p> <p>a) Link governors to review those policies pertinent to their link responsibilities in order to gain subject knowledge and challenge SLT accordingly.</p> <p>b) In terms of ESafety and Safeguarding, the SENCo advised work is underway in creating a PowerPoint on how governors can access online training modules, and undertook to circulate the information once finalised.</p> <p>c) All governors to make themselves aware of the content of the Complaints Policy.</p>	<p>Link Gov’s</p> <p>SENCo</p> <p>ALL</p>

<p>16.</p>	<p><u>Governor Training Needs</u></p> <p>The Assistant Principal reported on the proposed training identified for governors, which was drafted on advice taken from North Yorkshire County Council, and requested governors consider the training allocated to them and advise if they are available to attend the courses, in which case booking arrangements will be made by the Clerk. The Assistant Principal reiterated the Principal's previous suggestion, that if there were a sufficient number of governors wishing to attend the same course then the Clerk will review the feasibility of organising in house training.</p> <p>The Assistant Principal informed governors of a training date for the diary of 24th January 2018, when the School Improvement Advisor has offered governors training on monitoring, this being a daytime course to offer governors a live experience where they could undertake monitoring with Heads of Functions during actual lessons. Governors undertook to consider the date and confirm availability with the Clerk.</p> <p><u>Resolved:</u></p> <p>a) Governors to review the training courses identified and inform the Clerk of availability to attend.</p> <p>b) Governors to consider availability for the 24th January 2018 Monitoring training and advise the Clerk.</p>	<p>ALL</p> <p>ALL</p>
<p>17.</p>	<p><u>Pupil Premium, SEND and The Local Offer</u></p> <p>The SENCo advised latest information relating to Pupil Premium, SEND and The Local Offer All are uploaded on the website, including details how Pupil Premium is spent. The SENCo advised governors to exercise caution when comparing data as data can fall out of sync depending on the time of year and number of students on roll at that time.</p> <p>80% of the College's cohort brings in Pupil Premium (PP). Money is spent on additional support in metacognition, mastery and collaborative learning, to raise attendance, and on initiatives such as the 'WELLL' (what excellent learning looks like) system, raising aspirations and improving Progress 8 scores.</p> <p>Risedale is part of the NYCC initiative 'Achievement Unlocked Cohort 4' which consisted of a Pupil Premium review being undertaken. The outcome of the review was 'The school's strategy is being well led and thought through. It is holistic, targeting pupil, school and community barriers. But it is not yet embedded.' This has led to a refocus on the form tutor, and a relook at the way behavioural need is managed so that it enhances learning in the classroom with the view PP students will benefit from this approach and help continue the positive trend of achievement shown last year.</p> <p><u>Resolved:</u></p> <p>a) Clerk to upload all review reports to the governor portal:</p> <ul style="list-style-type: none"> ○ Pupil Premium Review 	<p>Clerk</p>

	<ul style="list-style-type: none"> ○ LA SEN Review ○ Any Ofsted Reviews <p>b) Clerk to re-format monitoring visit form.</p>	Clerk
18.	<p><u>Premises</u></p> <p>The Director of Facilities provided governors with a verbal update on ongoing premises work:</p> <ul style="list-style-type: none"> — Over the summer the College site has benefitted from new windows and panelling. — Full refurbishment of music and recording studio and external entrance which has made a big difference to front of the College. — Four classrooms have been re-carpeted. — Phase 2 roof work at the back of the College will be ongoing until October. <p>This major work has left a few complications which are being resolved.</p>	
19.	<p><u>Health and Safety</u></p> <p>The Director of Facilities reported to governors on additional security added to the main entrance leading to and from reception where there are now two coded access points.</p> <p>There has been no fire evacuation practice this year as yet, this has been hampered by the ongoing building work and subsequent classroom changes, a practice will be scheduled in due course.</p>	
20.	<p><u>Lettings</u></p> <p>The Director of Facilities reported on a number of activities:</p> <ul style="list-style-type: none"> — The Football Academy — The pavilion on the Jaffa is in bad state of repair. A review of the Jaffa is being undertaken looking to enhance the site and develop it as a community resource. — Scorton Archers — Risedale's facilities are being offered to local clubs and societies such as basketball, football and runners. — Police Cadets <p>Q: Catterick Golf Club are looking to develop the youth side of the club which could benefit the College.</p> <p>A: Yes, this area will be explored.</p>	GMo
21.	<u>External Reports</u>	

21a)-c)	<p><u>Approval of School Funds</u></p> <p><u>Resolved:</u> Governors reviewed the three reports and approved the funding.</p>	
22.	<p><u>Other Matters Not On the Agenda</u></p> <p>Governors were informed of the following dates for diaries: — Risedale Opening Evening on Tuesday 03rd October from 6.30pm. — The Hub Opening Tuesday 03rd October from 11:00am.</p> <p>The Chair, on behalf of governors, welcomed the Vice Principal to the College and to the Senior Leadership team, and looked forward to working with him.</p> <p>Governors were advised the Pay Committee met previous to the Governing Body to review the Principal’s performance and objectives, and agreed targets for the previous year had been met and accepted the Principal’s targets for the forthcoming year.</p> <p>Meeting concluded 7:00pm.</p>	