

## GOVERNING BODY

**Minutes of the meeting of the Governing Body (GB) held on Tuesday 10<sup>th</sup> December 2019 at Risedale Sports and Community College, 5pm.**

**Present:**

**Governors:** Terry McCann (Interim Vice-Chair) John Glahome, Jane Hailwood, Colin Scott (Principal), Lara Vinsen, Carl Les, Samantha Cotgrave, Lt. Col Jim Turner.

**In attendance:**

Helen Simpson-FMS Support Officer- NYCC Strategic Services. (17.00-17.20pm).  
James Yates (Vice Principal), Helen Whitehead (Vice Principal and SENCo), Gill Morrissey (Director of Facilities), Sarah Matthewman (Assistant Principal), Sarah Cox (Senior Teacher), Stacey Burke (Senior Teacher), Richard Sherwood (Senior Teacher) and Pat Gale (Clerk to the Governing Body).

No.	Item	Lead
<b>PART 'A' – PROCEDURAL</b>		
1.	<p><b><u>Welcome to the meeting</u></b></p> <p>The interim Vice Chair, Terry McCann welcomed everyone to the meeting and explained that there had been two recent Governor resignations, including the Chair, so he would take on the role of Chair for the meeting.</p> <p><b>a)Action:</b> <b>The Chair on behalf of the Governing Body gave thanks and good wishes for the commitment that Mrs Beki Bulmer and Joe Jordan had given to the Governing Body and school over the years, they would be a great loss to the governance of the school.</b></p> <p><b>b)Action:</b> <b>Nominations for Chair and Vice Chair would take place on the 17<sup>th</sup> March 2020.</b></p>	
2.	<p><b><u>Election of Co-opted Governor</u></b></p> <p>The Principal explained that he had met with Lt Col Jim Turner, the new Garrison Commander, who was interested in being co-opted to the Governing Body and wished to recommend his appointment to Governors.</p> <p><b>Resolved:</b> <b>That Lt Col Jim Turner was unanimously voted in as a co-opted Governor for a term of four years and invited to join the meeting to accept the role.</b></p>	<b>All</b>
3.	<p><b><u>Apologies</u></b></p> <p>There were no apologies for absence. The quorum for a meeting of the governing body was noted to be not less than 50% of the number of governors in post at the time of the meeting and accordingly the meeting was able to proceed.</p>	

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	<p>The Chair explained that there was one co-opted Governor vacancy and two parent Governor vacancies. Parent Governor nominations/elections would take place in January and Governors were asked to give consideration to potential co-optees. As a result of this potential change to the Governing Body it was proposed that the planned February 4<sup>th</sup> 2020 meeting should be cancelled.</p> <p><b>Action:</b>  <b>To cancel the February 4<sup>th</sup> 2020 meeting so newly appointed Governors could join the meeting on the 17<sup>th</sup> March 2020.</b></p>	All
4.	<p><b><u>Declarations of interest-pecuniary and non-pecuniary.</u></b></p> <p>Cllr Carl Les noted his role as NYCC Councillor and the Principal also as an Ofsted Inspector.</p>	
5.	<p><b><u>Notification of any other urgent business not already on the agenda.</u></b></p> <p>The Clerk explained that notes of the last School Improvement Committee would be shared under item 11 on Governor Visits.  <b><u>A request was made to move items 12 and 13 on Resources to the start of the meeting.</u></b></p>	JG
6.	<p><b><u>Minutes from the Previous Governing Body Meeting held on the 8<sup>th</sup> October 2019.</u></b></p> <p>Governors had been previously circulated with the minutes and asked if they should be approved as an accurate record, subject to a summary of approved policies being attached as recorded in minute 15, JG proposed that the minutes should be approved, seconded by the Principal.</p> <p><b><u>Resolved:</u></b>  <b>a) That the minutes of the meeting of the Governing Body held on the 8<sup>th</sup> October 2019 be approved ,signed and dated by the Chair as a correct record with the addition of a summary of approved policies.</b></p>	All
7.	<p><b><u>Matters Arising.</u></b></p> <p>A summary of actions and their status had been circulated and the majority had been actioned.</p> <p>Item 4-Student Visioning discussion- the Assistant Principal reported that the students had nearly completed the strapline, mission and aims and rebranding issues, and would present to Governors at the March 17<sup>th</sup> FGB meeting.</p>	
8.	<p><b><u>Dates of Future Meetings.</u></b></p> <p>Tuesday 4<sup>th</sup> February 2020 –cancelled.          Tuesday 17<sup>th</sup> March 2020 at 5pm – (Quality of Education)          Tuesday 12<sup>th</sup> May 2020 at 5pm - (Budget)          Tuesday 30<sup>th</sup> June 2020 at 5pm – (Personal Development,Behaviour and Attitudes)</p>	

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<b>PART C-RESOURCES</b>		
9.	<p><b><u>Revised Budget and updated Forecasts.</u></b></p> <p>The Chair welcomed Helen Simpson (NYCC Financial Services Adviser) to the meeting and asked if she could give an update on the budget reports that had been previously circulated to Governors.</p> <p>A revised budget for 2019/20 was shared along with updated forecasts which included:</p> <ul style="list-style-type: none"> <li>• A potential estimated increase in pupil numbers to 559 in October 2020 compared with 532 pupils in October 2019.</li> <li>• To continue with the soft implementation of the National Funding Formula in 2020/21 with the LA still having some discretion.</li> <li>• Consultation with schools over 6 proposed funding options from April 2020 which closed on the 7<sup>th</sup> November 2019 with the intention of a decision being taken before Christmas.</li> <li>• The key components of consultation linked to supporting the High Needs budget and to set the level at which the minimum funding guarantee and capping is set. For budget purposes the selected option was to release the least amount of funding, the highest funding scenario would release a further £40k plus each year.</li> <li>• In terms of other income, SEN support, the assumption is that staffing will continue to be funded for as long as the pupils remain in school.</li> <li>• In terms of expenditure, the teachers' pay award of 2.75% for all scales from September 2019, of which 0.75% was grant funded. A further assumption built in from September 2020 of 2% but no funding included.</li> <li>• Teacher's employer's pension contribution increased from 16.48% to 23.6% from September 2019, an increase of 7.1% which will be fully funded from the Pension Grant.</li> <li>• Predicted that there will be an increase of 1FTE teacher from September 2021 linked to the estimated increase in pupil numbers.</li> <li>• Supply budget basic contingency set at £41k, the 19/20 budget includes additional supply for History and DT posts until contracted teachers appointed.</li> <li>• The Support staff pay award of 2% is built in from April 2020-but no funding.</li> <li>• A new ATA appointment has been included from the 1/4/2020 to support Lawrence House.</li> </ul> <p><i>Q: How realistic are the predictions for increased pupil numbers?</i>  <i>A: It is the first increase in Garrison numbers, so estimates could lead to natural growth, with a greater number of Year 6 pupils coming in next year, we may need to appoint an extra member of staff once we have confirmed pupil numbers.</i></p> <ul style="list-style-type: none"> <li>• We are planning to deliver grounds maintenance in house from 1<sup>st</sup> April this year and cleaning in house from the 1<sup>st</sup> April 2021.</li> <li>• We will continue to transfer funding to capital to cover the continued ICT replacement programme, the loan to fund £70k ICT was successful, and</li> </ul>	

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	<p>an ongoing ICT allocation of £20k is now included.  <i>Q: What contribution have we received for the capital maintenance programme?</i>  <i>A: In 2019/20 we received contribution from DfE towards defective veranda and roof repairs and for 2020/21 we will receive £51k towards 2 science lab refurbishments.</i>  <i>Q: What are the main risks?</i>  <i>A: future uncertainty related to the full implementation of the national funding formula from 21/22 and a reduction in SEN funding.</i></p> <p><b>The Benchmarking Data report for 2019/20</b> had been circulated and Governors were asked if they had any comments or queries.</p> <p><i>Q: What is the data based on?</i>  <i>A: The information has been collated from Financial Year 2019/20 start budgets, October 2018 school census, January 2019 PLASC return, payroll data from July 2019 Schools Financial Planning Software system and sickness absence data from financial year 2018/19, which has been updated to reflect revised 2019/20 budget financial position.</i></p> <p><i>Q: How many schools are in the sample?</i>  <i>A: There are only three schools within the 11-16 range group and with similar pupil numbers, due to the small number of schools there may seem to be a large variance when looking at the comparative graphs, when in fact the data is only marginally different, so the report is probably not as useful as previous reports.</i></p> <p><b>The Chair thanked Helen Simpson for her useful report and she left the meeting at 5.20pm.</b></p>	
<b>PART B-SCHOOL IMPROVEMENT</b>		

10.	<p><b><u>Principals Full Report</u></b></p> <p>Governors had been previously circulated with a comprehensive and detailed report and the Principal was invited to highlight the key headlines.</p> <ul style="list-style-type: none"> <li>• Risedale was one of only 8 schools that improved by more than 0.2 and was the fifth most improved school in terms of Progress8.</li> <li>• Overall, there was a significant rise in progress for the Year 11 leavers which moves the progress from below average nationally to average nationally. This reflects an improvement across many key subgroups, in particular HAPs and helps validate the internal data which suggests these improvements are mirrored across the majority of year groups.</li> <li>• Students who benefitted from studying at Risedale for five continuous years, there was a significant and relatively consistent rise in progress across all areas. This includes the performance of HAPs which had been a focus area.</li> <li>• Whilst forecasts need to be taken with extreme caution, what is reassuring is the relative consistency of HAPs, an improvement in SEND and a suggestion that the gender gap is closing. There is also an indication that EBacc and Open are on a positive upwards trend which the deep dives suggested.</li> <li>• Current Year 11 pupil progress values has shown that a key intervention focus has been in Technology and controlled assessments ,where we would expect to see improvements at the next tracking. Disadvantaged students are a key focus during p4p, and external validation (Ofsted) was positive on the provision.</li> <li>• Trends in Year 9 show a consistent picture across all subjects; a closing of the HAPs gap reflects the improving trend suggested in the Year 7 data, though still an area of identified focus.</li> <li>• A less consistent picture, with a key area of focus being the combined HAPs/disadvantaged students in Year 10, still perhaps a legacy to address.</li> <li>• All subjects now plan their curriculum across all year groups to fit within the schools ‘five curriculum pillars’. Work has already started through the ‘Catterick Collaboration’ to enhance our understanding of what pupils are taught in primary schools, to aid transition and support the sequencing of learning.</li> <li>• In the 2018/19 academic year attendance rose again, reaching an attendance level of 95.5%.However,due to a norovirus outbreak across the Garrison, this will impact on overall attendance, with the decision having been taken to close the school over two days on the 28<sup>th</sup> and 29<sup>th</sup> November, but it was the correct decision to take, to minimise the impact of infection.</li> <li>• The Ofsted inspection took place on the 13<sup>th</sup> and 14<sup>th</sup> of November and the report was published on the 1<sup>st</sup> December with a judgement of Good.</li> <li>• Students, Staff and Parents completed online surveys about their perceptions of the school, overall the responses were very positive and there was a high response rate, with 337 pupil responses, 142 parent responses and 26 staff responses. Overall pupils feel safe and behaviour is good, areas for development included the need for more calm and orderly conduct, child happiness and consideration of staff well-being. The Lead Inspector had commented that staff want the very best for the</li> </ul>	
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	<p>school and all supported the Principal' leadership, with no negative comments.</p> <ul style="list-style-type: none"> <li>• The SEF on a page had been shared with the inspection team who confirmed that it was an accurate self-evaluation.</li> <li>• The Draft Service and Pupil Premium Strategy for 2019/20 had been shared with Governors, and the Principal emphasised the need for Governors to look at the detail and ask questions such as: Has the school spent the Premium appropriately? and what has been the impact? It was noted that The Vice Principal /SENCo had done a good job in preparing the strategy and statement at very short notice and very early in her new role, the Lead Inspector had also commented on this strength.</li> </ul> <p><b>Governors thanked the Principal and staff for ensuring the inspection process had been successful.</b></p>	
11.	<p><b><u>External Reports</u></b></p> <p><b>a)Governors had been circulated with the <b>Secondary Inspection Data Summary Report IDSR (22 Nov 2019)</b> and the Vice Principal explained that the outcomes report showed that English and Maths were above average nationally, but EBacc had been impacted by mobility and the subject that appears to be the greatest barrier to more pupils studying the EBacc is languages</b></p> <p><b>b)Local Authority School Strategy Priority-</b> the Principal circulated a letter received from Judith Kirk, the Assistant Director, Education and Skills, which explained that in line with the new School Improvement Strategy,Risedale had been categorised as Priority 2 for the following reasons:</p> <ul style="list-style-type: none"> <li>• The school is likely to be evaluated as Good and confirmed through its most recent Ofsted inspection.</li> <li>• A school is one which has good leadership and governance and has some capacity to support another school.</li> <li>• Performance outcomes are close to national standards and data indicates improvement.</li> <li>• Safeguarding is effective.</li> </ul> <p><i>Q: What priority were we in previous years?</i> <i>A: Priority 3, but we still need support and challenge and consistency of approach, we can also access external validation through Mark Wilson.</i></p> <p><b>c) Safeguarding Audit-2018-2019</b>-the audit refers to all schools providing the North Yorkshire Safeguarding Children Partnership with assurance regarding the level of safeguarding arrangements across all schools. Based on the response, the overall safeguarding arrangement is Good, although in a few cases action plans are in place where requirements have not been fully implemented.</p>	

No.	Item	Lead
12.	<p><b>To approve the Single Equality Scheme</b>            The Single Equality Scheme for schools in North Yorkshire provides a format for addressing the statutory duties of the Equality Act 2010 and the Children and Families Act 2014. This supersedes and brings together all previous statutory duties in relation to race, gender and disability and also addresses the duty to promote community cohesion.            JG had reviewed the scheme and explained there were no significant changes to previous years and proposed that it should be approved.  <b>Resolved:</b>  <b>That the Single Equality Scheme be approved and adopted for 2019/20.</b></p>	All
13.	<p><b>Governance Update</b>  <b>a) To consider the Constitution</b> –the Principal wished to know if Governors wanted to change the numbers from 11 to a lower number. After some discussion it was agreed that it should remain the same, and that from January 2020 two parent governor vacancies would be advertised along with a co-opted vacancy.  <b>a) Action: to advertise for two Parent Governor vacancies and to identify a potential co-opted Governor.</b>   <b>b) To receive the draft Governing Body Development Plan-</b> it was proposed that a new Development Plan should be considered at a planned Governor Training session being held with Mark Wilson on the 23<sup>rd</sup> January.  <b>b) Action: All Governors invited to attend the 23<sup>rd</sup> January Governor training session.</b></p>	
14.	<p><b>Governor Visits Reports</b>            The draft notes from the School Improvement Committee had been circulated for information, along with two visit reports carried out by JG in the previous term.  <b>10<sup>th</sup> October 2019-To review the staff recruitment process</b> with respect to safer recruitment, Keeping Children Safe in Education and safeguarding training. He was able to confirm that entries and related paperwork had been made on the Single Central Record and that policies were being adhered to.   <b>5<sup>th</sup> November 2019-To update an understanding of PSHE</b> being delivered in the school. The visit demonstrated that the subject was being well managed and reviewed across the school. Samantha Cotgrave offered to support aspects of health development if required.   <b>The Chair thanked JG for his thorough visit reports and commitment to quality assurance and school improvement across the school.</b></p>	
<b>PART D-OTHER BUSINESS</b>		
15.	There was no other urgent business.	
16.	<p><b>The Chair asked SLT if there were any further questions or comments they wished to ask of Governors.</b>   <b>None declared.</b></p>	

No.	Item	Lead
17.	<b>There being no further business the Chair thanked everyone for their commitment and closed the meeting at 6.10pm</b>	

Membership of the Governing Body

Terry McCann (Interim Chair), John Glahome, Jane Hailwood, Joe Jordan, Carl Les, Colin Scott, Lara Vinsen.

Other staff – Members of the Senior Leadership Team

Sarah Cox (Associate Assistant Principal), Sarah Matthewman (Assistant Principal), Gill Morrissey (Director of Facilities), James Yates (Vice Principal), Helen Whitehead Vice Principal and SENCo).