

MISSION STATEMENT:

The Risedale family is committed to a positive future for all through a personalised learning journey.

AIMS:

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

**MINUTES OF THE GOVERNING BODY
HELD at RISEDALE SCHOOL HELD on TUESDAY 7th DECEMBER 2021 AT 5PM**

PRESENT

Governors: John Glahome (JG) (Chair), Colin Scott (CSc) (Headteacher), Mike Holmes (MH), Gary Morley (GMr), Amy Beveridge, (AB), Lt Col Jim Turner (JT) Lara Vinsen (LV)

In attendance: James Yates (JYa), Sarah Matthewman-Remote (SMn), Jane Hailwood (JH), Stacey Burke (SBu), Gill Morrissey (GMo) Mark Kirkbride (MKb)

Judith Bromfield: Clerk to the Governing Body

Helen Simpson (HS): NYCC Bursar

No.	Item	
PART 'A' – PROCEDURAL		
1. (12/21)	<p><u>Welcome and Apologies for Absence</u> Apologies had been received for Terry McCann (TMc) and Carl Les (CL)</p> <p>Resolved to approve the above apologies.</p> <p>The Clerk advised that Charlene Thirlwell has given her resignation as a governor with immediate effect.</p>	
2. (12/21)	<p><u>Declarations of interest pecuniary and non-pecuniary:</u> None</p>	
3. (12/21)	<p><u>Confidential Items</u> None</p>	
4. (12/21)	<p><u>Urgent Business</u> There was no urgent business. The Chair welcomed Helen Simpson to the meeting and proposed that item 'C' of the agenda be brought forward as the next item to allow her to deliver her report and then leave the meeting.</p>	
RESOURCES		
5. (12/21)	<p><u>Schools Financial Standard (SFVS)</u> Governors had received the SFVS report. HS talked through the checklist questions and responses. It was noted that the recent skills audit had shown governors did not have a finance skills gap. HS stated she would welcome another governor to be more involved in the finances and budget. JG stated training is available through NYCC. JG has been involved in looking at procedures, e.g., the cleaning contract. HS remarked a volunteer is needed to look at procurement contract e.g., parent pay. The asset register is up to date with all ICT equipment now required to be on the register, including portable equipment under £100.00.</p>	GB
6. (12/21)	<p><u>Revised Budget and Updated Forecast 2021/2022 to 2025/2026</u> Governors had received written reports. HS gave presented an overview of the variations and amendments to the budget including:</p> <ul style="list-style-type: none"> • Pupil number assumptions • SEN, FSM and service pupil funding assumptions • Covid specific funding streams • Staff expenditure • Other Costs • Capital income and expenditure 	

	<p>A large increase in future energy costs was acknowledged.</p> <p>Q. Are we compliant with all the rule for the covid grants, or is there any risk of claw back? A. Yes.</p> <p>Resolved to approve the revised budget, proposed my MH, seconded GMo.</p> <p style="text-align: right;"><i>JT joined the meeting at 5.30pm.</i></p>	
7. (12/21)	<p><u>Benchmarking Data 2021</u> HS highlighted areas where Risedale school is quite or slightly different to other schools, only 6 schools to compare in North Yorkshire. JG noted the low teacher costs compared to other schools? HS advised that this was because Risedale has long term supply so costs in a different place.</p> <p>The Chair thanked HS for her reports and attendance at the meeting. HS left the meeting at 7.35pm.</p>	
SCHOOL IMPROVEMENT		
8. (12/21)	<p><u>Minutes of the previous Governing Body meeting dated 5th October 2021</u></p> <p>To record that MH had advised that his son is no longer an employee of Veritau in respect of recording declaration of interests.</p> <p>Proposed as a true record MH, second GMo and resolved to approve the minutes.</p>	
9. (12/21)	<p><u>Matters Arising & Summary of Actions</u></p> <p>Item 12.7 - Equalities Report to be deferred to next meeting.</p>	CSc
10.(12/21)	<p><u>To receive the minutes of the School Development Group Committee meeting on 20th October and 17th November.</u></p> <p>Governors received the minutes with both meetings being inquorate.</p> <p>MH gave an overview of the content of the meeting of 17th November, essentially looking at catch up and intention of what's happening and a session on transition. Kieran Pearson gave an enthusiastic presentation on what is happening. Very good plans, a lot of work. Then final part about children settling in, talked about behaviours, SEND, and ambassador scheme about how youngsters getting into the school.</p> <p>Proposed JH, seconded CSc to accept the inquorate meeting minutes, noting that no decisions had been made.</p>	
11.(10/21)	<p><u>Principal's Report</u></p> <p>11.1 <u>SEF / Accountability Pack (SMn)</u></p> <p>SMn informed governors that the pack had been updated for governors to look through and hold leaders to account.</p> <p>Q. MH, at this point in the year just about everything is amber, some green, do you feel the ambers are justified, do you feel more should be hovering towards red?</p> <p>A. In terms of where we're at, things change all the time, so things you have to target at the beginning of the year, 6 weeks later your onto something else. Imperfect RAG system. SMn looked through, generally people pretty focussed in their work and on</p>	

	<p>track.</p> <p>MH commented that if something is going in a different direction from what your intending this could be highlighted in columns 2 or 3, comments that would explain any changes . SMn will communicate with all leads if they are moving from one target to another target they will share that with governors. Also to capture more quantitative information to share to show impact and evidencing impact.</p> <p>CSc requested that link governors communicate with leaders in charge of that area, to make sure they are challenging leaders in school. JG drew governors' attention to training issues and need for involvement of governors. CSc appreciate governors are volunteers and do a remarkable job to support schools. If governors can participate in training that's useful to them please do.</p> <p>Q. What cover is being provided for Sara Cox while not here? A. CSc stepping in JH and safeguardin team where appropriate. Curriculum, MKb stepped up and leading creative faculty.</p> <p>Q. How is alternative provision coming on? A. JYa responded that they are starting to formalise the vision moving forward balancing off site provision, bringing support into school, stopping YR 9 kids becoming problems in YR 10, nurturing them to grow into pupils. We are looking at best practice and will be making contact with a school in Huntingdon who have an APR, an alternative pathway curriculum for pupils that need it. CSc stated that successful alternative provision tends to be larger schools, our ability to offer is more limited. We're looking to find the right path for pupils to engage and impact on our progress scores.</p> <p><u>Attendance / Admissions / Exclusions (CSc) Verbal</u> Attendance, nationally suffered massively, wb 23.11.21 national figure dropped to 90.1%, pre-covid about 94.8% we've always been above that. We stand at 90% as of today, we're hovering around the national average, Covid is only 1.5%, 141 letters have been sent out ..</p> <p>Q. How is new timetable working, have you stopped 'bubbling.' A. Yes, still not doing whole school assemblies yet. We've kept staggered lunch to allow numbers to be small and introduced a 5 minute lesson change over time so not rushing down the corridors at once. It allows staff to close the lesson down and start the next lesson. The timetable itself, the intention for it to be a full 1 hr lesson. The biggest disruption Yr7 split lunch, half a lesson, lunch, then half a lesson. It's very tight to let the class go for lunch, then for them to come back. If you teach other years you get a 35 minute lunch, so 30 minutes very tight. James, working well overall, to reflect on and improve on. Behaviour is better on an afternoon than pre-covid as pupils haven't run around and corridor behaviour better.</p> <p>Admissions - Deadline to apply by 31.10.21, 106, first choice, as of today. We are looking at 111, 112, we should be getting 135, haven't been able to get out and about to schools, hoping by January we can firm up.</p>	<p>All Govern -ors</p>
11.2		
11.3	<p>Exclusions - One permanent exclusion.</p>	
11.4	<p><u>Staffing (CSc) Verbal</u> Re-advertising 2 GTAs. One teacher resignation, not anticipating appointing more teachers other than this post.</p> <p>Q. What about staff welfare, particularly SLT? A. Daily meetings we ask how everyone is, weekly staff meetings, the school counsellor is available to staff. Health assured phone number to staff. The Jubilee bank holiday has been taken early. Unions can be talked to</p>	

11.5	<p><u>Pupil Premium (CSc)</u> Governors received the Pupil Premium Strategy Statement for approval, to be on the website by 31st December 2021.</p> <p>Q. Does it cover the financial year or academic year? A. It's split at 5/12 7/12 to make it fit an academic year.</p> <p>Q. Are we justified in using this money for school wide initiatives? A. Yes, a number of staff wages salaries and covered by PP, so we do that. A portion of TA's money covered by PP budget because they support PP kids, not an exact science. Other budget streams subsidise or fully funds pupils, e.g., LAC, trips, uniforms.</p> <p>Q. JG highlighted that £295k received against a spend of 461K, are we subsidising? A. Yes, because of buying laptops this year.</p> <p>Proposed JG, seconded KH and resolved to approve the PP Strategy Statement.</p>	
11.6	<p style="text-align: right;"><i>JT left the meeting at 6.15pm</i></p> <p><u>Safeguarding and SEND – including Safeguarding Audit (SBu/JYa)</u> Governors received the Safeguarding Audit. JYa to produce a more structure plan with specific actions. JH has been through the audit with JYa.</p> <p>Governors received and interrogated the SEND report.</p> <p>Q. What is THRIVE? A. SBu, we've bought into a bundle about adolescent mental wellbeing, 2 members of staff trained as accredited practitioners. The pandemic, particularly in disadvantaged communities, young people haven't automatically gone back to normal. THRIVE is an approach where you identify where they are in their cognitive and mental development and as a result you put in interventions. Also raising awareness, adolescent brain different to a fully formed adult brain and understanding that, how and why young people respond like they do.</p> <p>Q. How will we identify the outcomes? A. A year long programme, there's an assessment tool. We have had some of our young people THRIVE assessed by Principle Teachers.</p> <p>The referral pool would include a THRIVE assessment, why are we struggling with that young person, the assessment will show if they are in line with their development and what it needs to get there. JYa, it helps direct interventions for that child.</p> <p>CSc, an example of how this school is trying to ensure the right intervention is in place with children quickly. Paying for through Catch Up money to help young people make progress.</p> <p>Q. JG concerned about number of EHCPs at Risedale in comparison with other schools. Concern we're going to be able to give the support to these children? A. It comes with EHCP but doesn't cover the full cost.</p> <p>Q. Why can't we recruit GTA's. A. Skills not in applications, correlates with low pay, not inviting the higher skills. CSc, in discussion to look at specialist teacher.</p> <p>Q. How does SEND link with the counsellor, who is line manager? Jane is line manager A. Teachers can refer to the counsellor, the counsellor won't work alongside outside agencies, as unethical, not more than one therapeutic approach at a time. She can</p>	

<p>11.7</p> <p>11.8</p> <p>11.9</p>	<p>give support to the SEND team. JH is the line manager.</p> <p>Q. When is Risedale Centre going to be ready. A. SB meeting with a company next week to start the process, e.g., sensory rooms, furniture ordered, so up and running when that arrives, it can be used as a venue in January but not all belt and braces at that point. Summer term fit for purpose.</p> <p><u>Data analysis on outcomes (JYa)</u> Governors had received a written progress report and were invited to ask questions.</p> <p>Q. Is there an issue with service HAPS, KS4, A. JYA, when we looked at the data, the gap to focus on the HAPS and interventions to get the HAPS up. CSc stated that part of the reason HAPS don't do so well is I don't think they get enough experience of the work in terms of aspiration. SMn developing a programme of the world they can aspire to, to push them up in their subjects, whole school staff training earlier this year, an ongoing process. It links into the classroom, hinterland knowledge, general knowledge a lot of our pupils don't have, experiences they don't have. So yes, enrichment programme supports pieces of the jigsaw missing for those pupils we need to provide them with.</p> <p><u>Teaching and Learning / CPD for all staff report (SMn)</u> Governors received a written report for questions and discussion.</p> <p>Q. Does everyone do CPD? A. Yes, courses and personal CPD.</p> <p>There were no courses for maths in the autumn term.</p> <p>Q. How do you measure the impact of the CPD? A. Sara, we measure it through management, increased subject knowledge, middle leaders seeing it in the classroom.</p> <p>Q. Can you see it in the classroom. A. Yes, very much so, talking about metacognition, top tips, what to apply to their next piece of learning.</p> <p><u>Ambassadors Update (JH)</u> JH had provided a written report detailing progress and the rationale for the programme.</p> <p>Q. What distinguishes this from the previous prefect system. A. Prefects didn't lead on anything so more about leadership, we want them to actually lead.</p> <p>Q. What other staff members are involved? A. JH at the moment, included JYa in the mental health, talking about safeguarding. Eco group involved GMo involved Staff are involved in the committees, invited to come along but trying to run it themselves. We facilitate, they run it.</p> <p>Q. How many pupils are involved? A. Probably over 60.</p> <p>Q. Are they beginning to see themselves as an elite? A. Yes they are proud of it. An aspiration for others to be part of it, the more they see ambassadors doing it the more they will want to do it.</p> <p>Q. Any scope for governors to be involved? A. Yes.</p>	
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11.10	<p><u>Targeted Intervention Report (RSh)</u></p> <p>RSh joined the meeting remotely to discuss and answer questions on the written report governors had received detailing this school year intervention “focus months” and forth coming months.</p> <p>We cover all young groups. Staff, progress sheets, I hold conversations with key progress pupils, talk to one to one, identified by James, talk to GTs about their progress. Using data more this year.</p> <p>Q. Have you any data to measure impact yet?</p> <p>A. It’s too early, we identify the key progress pupils. I did some student voice feedback, statistics quarter of them attended school more as a result of one to one with me. John will you report back in Feb?</p> <p>Q. Are the interventions pupils are taking part in after school and additional programmes?</p> <p>A. Yes, lessons going in art, PE, geography, using some of the catch up funds to run 4 to 1 interventions.</p>	
11.11	<p><u>Health and Safety and Premises (GMO)</u></p> <p>Governors had received the H&S Fire Risk Assessment with actions to be addressed.</p> <p>Q. Fire report, there is no action plan with timed actions.</p> <p>A. Yes, we will have one in the new year.</p> <p>The 3rd lab is back up and fully functioning although snagging to be carried out in the new year.</p> <p>Food tech due to be handed back 17th Dec, which is exciting but looking at site team week commencing 20th to finish off some things, hopefully clearing the site of their plant and cabins so in the new year less evidence of them being her but they will be, a lot of finishing to do.</p> <p>Covid - Plan to bring in 3 year groups on teacher training day with support of invigilators. Testing, parents need to give consent. Tests, fully stocked to send the students to enable them to continue to test over the holiday period, based on current expectations.</p> <p>Youth centre in now included in the plan a huge amount of work to bring that up to requirements.</p> <p>Q.. JG, do we not have regular planned evacuation drills?</p> <p>A. We should have but don’t.</p> <p>JG stated his concern as an area of risk. GMO responded that an untimed one, unplanned has highlighted a few things we need to address. JG is due to have a walk round next term and invited other governors to join them.</p>	
12.(12/21)	<p><u>Local Authority Advisor – Safeguarding Review Report</u></p> <p>A report of a School Improvement Visit by the LA Advisor was received. An action plan is included. One of the actions to develop governors awareness of safeguarding is being addressed next week with a governor training session.</p>	

13.(12/21)	<p><u>Pay Policy Revisions 2021/2022</u></p> <ul style="list-style-type: none"> • Pay Policy 2021-22 <p>Proposed JG, seconded MH and resolved to approve the above policy.</p>	
14.(12/21)	<p><u>Governor Monitoring Visits</u></p> <p>Governors received a written report of JG monitoring visit 12/10/21.</p>	
15.(12/21)	<p><u>Governor Training Update</u></p> <p>Safeguarding Training 15.12.21</p> <p>JG advised he had attended Headteacher Performance Management training.</p>	
PART 'D' - OTHER BUSINESS		
15.(12/21)	<p>No urgent business.</p> <p>Pay committee met on 24th, deferred to next year for PM, approved pay policy, agreed increments agreed request to remove from threshold.</p>	
16.(12/21)	<p><u>Items for Information Only</u></p> <p>CSs informed governors that the Catterick Christmas Fest will held on site on Sunday and thanked GMo for her support in working with the site team to make it happen. JH has ambassadors coming to do santa's grotto. Craft trade, outdoor area, food, mulled wine biscuits. Risedale donating site for free. Money raised back to the Garrison. Primary schools, craft stalls, choirs. Mr Lamont, Mr Pearson, CSc, bus drivers for the day. Free day.</p>	
17.(10/21)	<p><u>Date of Future Meetings</u></p> <p>Tuesday 01st February 2022 @ 5pm (Focus - Leadership and Management)</p> <p>Tuesday 22nd March 2022 @ 5pm (Focus – Quality of Education)</p> <p>Tuesday 03rd May 2022 @ 5pm (Focus – Budget)</p> <p>Tuesday 05th July 2022 @ 5pm (Focus – Personal Development, Behaviour and Attitudes)</p> <p><u>Meetings commence at 5pm.</u></p>	

Membership of the Governing Body

Terry McCann, John Glahome (Chair), Cllr. Carl Les, Colin Scott (Headteacher), Lara Vinsen, Sarah Cotgrave, Lt Col. Jim Turner, Charlene Thirlwell, Mike Holmes, Gary Morley and Amy Beveridge.

Other staff – Members of the Senior Leadership Team Sarah Cox (Associate Assistant Principal), Jane Hailwood, Sarah Matthewman (Assistant Principal), Gill Morrissey (Director of Facilities), Richard Sherwood (Senior Teacher), Jame Yates (Vice Principal), Helen Whitehead Vice Principal and SENCo).