



RISEDALE
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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

**MINUTES OF THE GOVERNING BODY
HELD ON TUESDAY 04th July 2023 5PM AT RISEDALE SCHOOL**

PRESENT

Governors: TBC: John Glahome (JG, Chair), Mike Holmes (MH, Vice Chair), Terry McCann (TM), Lara Vinsen (LV)

In attendance: TBC

Governor Apologies: Amanda Hastings, Carl Les, Caroline Knight, Colin Scott

SLT Apologies: Sarah Cox, Sarah Matthewman

Note Taker: Gemma Roberts, Senior Teacher

No.	Item	Lead	Encl.
PART 'A' – PROCEDURAL			
	Pupil presentation from the Pupil Council Due to JH absence, postponing pupil ambassador presentation to the next Meeting	JH	
1.	Welcome and Apologies for Absence and to determine whether any absences should be consented to. Apologies received from: Governors: Amanda Hastings, Carl Les, Caroline Knight, Colin Scott The meeting was declared not to be quorate so no decisions could be taken. All present agreed to continue the meeting for information purposes only CoG: Mike Holme's last meeting- governors recorded their appreciation for his work on the governing body over the years. Sarah M- governors recorded their thanks and appreciation for her work in setting up committees and her attendance to governor meetings over the year	Chair	
2.	To remind Governors of the need to declare interests, pecuniary or non-pecuniary. None raised	Chair	
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.	Chair	

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	This will be decided and identified as the meeting proceeds.		
4.	Notification of urgent other business previously notified to the Chair None identified	Chair	
5.	To approve the minutes of the meeting held on 2nd May 2023 <ul style="list-style-type: none"> ● Matters arising This has been carried forward to the next meeting- MH has stated that he is happy with minutes No other matters have arisen/ questions raised To approve the minutes of the SDG meeting held on 14th June 2023 <ul style="list-style-type: none"> ● Matters arising Carried forward to the next meeting- MH has stated that he is happy with minutes No other matters have arisen/ questions raised	Chair Clerk Clerk	
PART 'B' RESOURCES			
6.	Budget Monitoring reports May 2023 Opening Discussion Points: Full details of budget can be found in the report submitted. Governing body provided with updates, key figures mentioned were: £50,000 positive doesn't take into account pupil numbers which may be lower than budgeted. (115 instead of 140). Budget may alter as a result of this. EHCP pupil numbers are high. An action for SENCo is to check specifically allocated money will be accounted for. Staffing flow has naturally impacted the budget. Extra Expenditures Identified: Additional student support manager, Year 11 prom and Year 11 Revision breakfasts Questions and Further Discussion Points: GQ: Is there any particular reason for lower pupil numbers? No specifics other than Area has reported lower numbers in general. AQ: Could we get confirmation on the percentage of numbers decreasing by? September enrollments will confirm numbers have decreased by and a revision prepared to the 5 year forecast GQ: Are there any large housing development plans in the local area? Not that we are aware of at the moment but something to potentially look into. GQ: Do the staffing changes have an impact on the effectiveness of teaching	JY TB	

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	<p>or teaching operations? Changes are natural changes and we do not foresee them having much impact. Examples were given of staff leaving and the impact on teaching operations in school.</p> <p>GQ: You mentioned a rise in the number of unqualified teaching staff- is this an issue? The aim of the unqualified role will have a project focus linked to behaviour management with teaching in the classroom building and being the final end goal. Further discussion was held around current situations in school where teachers are working in a similar capacity. The interviews for this role will be next week. The reasoning behind offering this position is due to the challenging landscape with Supply at the moment. Our pupils respond well to consistent staffing.</p> <p>GQ: Who is the student support manager going to be working with? Members of staff in the pastoral and behaviour teams such as the Heads of Year.</p> <p>GQ: Will these updates impact the next financial year? Yes it could- we will have more clarity in September.</p> <p>Action Point: CSc wants to look at the forecast early in September/ October time.</p>		
PART 'C' SCHOOL IMPROVEMENT			
7.	<p>Deputy Headteacher's Report including</p> <ul style="list-style-type: none"> • Curriculum/timetable amendment <p>Opening Discussion Points: In order to maximise specialist teachers in front of children we are moving to 6 lesson days for our current size of school as this allows specialists to teach their subject. Transitions and SEN pupil needs do need to be kept in mind as potential challenges.</p> <p>Questions and Further Discussion Points GQ: How did the staff react to this change? This was raised in a staff meeting. On the whole, staff were fine with the changes. There was a slight concern around less option time but there has been more time in KS3 for lots of subjects. Increase in PSHE time is positive</p> <p>GQ: What is the split across the day?</p>	JY	

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<p>Lessons are split into two. Two lessons, break, two lessons, lunch, two lessons.</p> <p>GQ: Will this change put too much pressure on SLT? We do need to keep an eye on transitions, and make sure there is visibility. Original plan was to have more transitions between lessons but decided this would not be as successful.</p> <p>GQ: Is lesson placement in school considered to help with this? This isn't normally factored into the timetabling, no.</p> <ul style="list-style-type: none"> • Staffing update <p>Discussion Points: The following is an update of staffing: Additional Year Team Manager to be hired We have appointed Teaching Assistants to replace those who have left (2 extras) Head of House Role: Due to an absence, there is a place to fill- we have a member of staff who is potentially going to be stepping into that role during the absence. Exams Officer: Is being hired in addition to the current exams officer in order to support her role Maths has a new member of staff appointed Computer Science has a new member of staff appointed Food Technology has a teacher leaving- the teacher replacing is not a specialist but will be supported by a member of staff who is. This is temporary as the goal is to potentially advertise next year for the role. Assistant SENCo- 2 members of staff have been appointed to fulfil this role. Unqualified Teachers- still being updated and decided upon.</p> <ul style="list-style-type: none"> • SEND <p>Discussion Points: Full details are available on the report submitted by the SENCo. There was a discussion around whether or not there were any pupils at risk of permanent exclusion.</p> <p>Questions and Further Discussion Points:</p> <p>GQ: It looks like there is an increase of 17 SEN candidates and 3 EHCP candidates- do we have the resources to cover that?</p> <p>There are 35 coming through on the register. From an early point of view we will be monitoring in the first term to see if there are additional needs. We often find that some pupils can move onto monitoring. We do have some with EHCPs coming up. We have been part of a larger meeting with the SEN lead from the Local Authority and Head of Inclusion today. We have managed to</p>		
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<p>get one pupil into specialist school but there are limited specialist places. The Local Authority wants to work with us to develop resources in school and the auditing of current resources.</p> <p>Action Point: SENCo to look at the possibility of more funding for pupils to aid in resources for those who need it.</p> <p>GQ: Is there a difference between being a local authority school rather than an academy?</p> <p>We believe that academies are having the same challenges, it is more post-covid creating an imbalance.</p> <p>GQ: In relation to a case study discussed in the report - is there a particular reason why they were successful over others?</p> <p>We are unsure as to the reason why they were successful over others at this time.</p> <p>GQ: Are there still some pupils coming up without SEN designation? Yes, absolutely. Example provided of a case study pupil who has been in this situation. The Local Authority are aware of the difficulties- we are talking with the primary schools about individuals to help support the transition to secondary schools.</p> <p>GQ: For some schools they may have one person designated as SENCo for several schools- is this something that has an impact?</p> <p>We are unsure if this is relevant for our feeders.</p> <p>GQ: Does there need to be further training for form tutors- how much time and support?</p> <p>The SENCo will be sitting down with the Teaching and Learning Lead in the new year. The staff body does need some training as it is a statutory requirement. Year 7 is going to be a particular focus for this training. We believe that every teacher is a teacher of SEN. Form tutors are best placed to plan and strategize for pupils and it is in the SEND code of practice.</p> <p>SLTQ: Is there a difference between primary and secondary?</p> <p>We have noticed that there is a gap within the teaching and learning aspect of the role. At the moment a lot of administration is needed. We have a second Assistant SENCo who will work closely with the Teaching and Learning Lead</p>	<p>SB</p>	
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	<p>to train staff and parents to improve the teaching and learning and monitoring of SEN practice in the classroom.</p> <ul style="list-style-type: none"> • Exclusions • Personal Development <p>Discussion Points:</p> <p>Full details around attendance are in the report submitted. Flexi schooling: we have developed a clear spreadsheet on who is on the flexi timetable and how it builds back up to a full timetable. Action Point: Evaluation of provision as to whether it was effective Attendance is not where we want it to be- strategies are being put in place and support is being given to help us get there. Discussion on prosecution as a potential strategy.</p> <p>Questions and Further Discussion Points</p> <p>GQ: In the report you mention case studies- would it be possible to attach one to the minutes? Action Point is to anonymise one and add to the minutes.</p> <p>GQ: What about homeschooling? Do we have examples of this? There is a strict protocol for this. There has been a discussion in the community about a provision- it has not been promoted by providers. There has been a rise in elective home education nationally. There have been concerns around pupils who are anxious to be in school which is higher than normal.</p> <p>GQ: Is there any specific reason why June had a higher level of absence? Year 11s leaving due to exams had a slight impact. Although there were some pupils lower down in school also with a high level of absences.</p> <p>GQ: Has there been any data on year 6 performance at the moment? We are beginning to get the information through but nothing set in stone. Some who are key concerns we are already aware of and we have been to meetings to start putting support in place. Action Point: Attendance Lead and SENCo to work together for those who are SEN and should be in specialist provision to ensure we are supporting them to access mainstream education.</p>	<p>SC/Clerk</p>	<p>SC/SB</p>
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	<p>GQ: Were the two permanent exclusions for persistent or one- off incidents? Both for persistent ongoing issues- panels were held and now have placements in other schools.</p> <p>GQ: What support do parents give?</p> <p>Most parents are supportive. There has been one situation which has led to a complaint. Recent document given out which clarifies the reason for suspension and number of days which has helped parents understand the process and be supportive. We have been a lot more persistent with it. Main ones lately have been vaping on site and assault- not many for general defiance. When we can show evidence such as CCTV parents are supportive.</p> <p>GQ: Is vaping more of an issue than smoking? Vaping is a much bigger problem than smoking- it's a lot easier to vape. We also know that younger pupils are vaping. Police are also supporting us with this.</p> <p>GQ: Are we doing anything to educate them on vaping? We have a member of staff getting in touch to look at a vaping organisation to help do some education.</p> <p>GQ: Are there any significant issues with county lines? We are using the relevant support and information sharing for those we know about- we have good information on those this may impact.</p> <p>It was mentioned that the general feel on exclusions is that they are used wisely and consistently. Lines around physical assault are so clear that this has been preventative and pupils and parents are clear on the rules around it.</p> <p>Personal Development- report has been provided- Pupils will be present in the next meeting. Questions to be carried forward to the next meeting</p> <p>GQ: Why is the budget for DofE so low?</p> <p>Action Point: to check with the DofE lead.</p>	<p>JHI JY</p>	
<p>8.</p>	<p>Safeguarding</p> <ul style="list-style-type: none"> • KCSiE update 2022-2023 main changes (written summary included) 		

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	<ul style="list-style-type: none"> ● Safe-guarding update (written report) <p>Discussion Points:</p> <p>Governors and all staff are being invited in for a proper safeguarding event on one of the September training days. Case studies and localised risk as part of this training. Looking at the 5th September for this to take place.</p> <p>Daily Monitoring of what pupils are looking at online will be part of the safeguarding update for the role of the safeguarding team.</p> <p>Further discussion around IT and its role in safeguarding.</p>		
9.	<p>Feedback on Governor Visits/Stakeholders visits</p> <p>Action Point: Meeting notes from one day visit MH and JG to be circulated- not attached to recent minutes</p>	JY	Chair
10	<p>Governance Update</p> <ul style="list-style-type: none"> ● Governor vacancies ● Induction training <p>Discussion Points</p> <p>3 co-opted governors down in the new academic year. HT and CoG to look at this in September.</p> <p>GQ: Where do we advertise for the role? Can we ask Louisa if she can look into this?</p> <p>Action Point: Look at induction training in the new term- some of the newer governors have not been inducted yet.</p>	Chair	
PART 'C'-OTHER BUSINESS			
11.	<p>Urgent Business</p> <p>i.e. Any matters which a Governor or member of staff may wish to have considered at the meeting which is not already on the agenda and which is of such urgency that it cannot wait until the next meeting.</p> <p>None Raised</p>	Chair	
12.	<p>Confidential Items</p> <p>Items treated as confidential and excluded from the minutes to be made available for public inspection.</p> <p>One Item: regarding staffing structure</p>	Chair	

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13.	Dates of future meetings: tba CSc in the process of doing this and will notify governors when this is completed.	Chair	
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