

**MINUTES OF THE GOVERNING BODY HELD VIA ZOOM on TUESDAY 6<sup>TH</sup> JULY 2021 AT 5PM.**

**PRESENT**

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

**In attendance:** James Yates, Helen Whitehead, Gill Morrissey, Sarah Matthewman, Stacey Burke, Jane Hailwood. **Clerk to the Governing Body** Judith Bromfield

No.	Item	Lead
<b>PART 'A' – PROCEDURAL</b>		
1.	<p><b><u>Welcome, Introductions and apologies for absence:</u></b></p> <p>The Chair welcomed Governors to the meeting and welcomed Judith Bromfield as the new clerk to the GB on the retirement of Pat Gale. The Chair wished PGa well and referred the email PGa had sent to all governors on her reasons for leaving.</p>	
2.	<p><b><u>Declarations of interest pecuniary and non-pecuniary:</u></b></p> <p>Mike Holmes-whose son works for Veritau. Lt.Col.Jim Turner in his role with the MOD.</p>	
3.	<p><b><u>Register of Gifts and Hospitality:</u></b></p> <p>No Governors had received gifts or hospitality.</p>	
4.	<p><b><u>Statutory Committees.</u></b></p> <p><b><u>School Development Group (SDG) Draft Minutes</u></b></p> <p>Governors had received a copy of the minutes. MH Chair of the SDG gave a summary of the key headlines from the meeting held on the 12<sup>th</sup> May 2021.</p> <ul style="list-style-type: none"> <li>• The committee received an update from the Creative Faculty giving a comprehensive description of the last year and having a good Q &amp; A session on a broad range of items as detailed in the minutes.</li> <li>• The committee discussed the focus of the SDG for future meetings and agenda items next year, to be discussed in more detail at the next meeting.</li> <li>• JGI stated he would raise issues separately to go on the agenda. MH requested that he sent them in an email to SMn.</li> </ul> <p><b>Date of next meeting - Wednesday 14<sup>th</sup> July 3.30pm.</b></p>	<b>MHo</b>
5.	<p><b><u>Minutes of the meeting of the full GB 4<sup>th</sup> May 2021</u></b></p> <p><b>Resolved to approve the minutes as a true record, proposed MHo, seconded LVi and unanimously agreed.</b></p>	
6.	<p><b><u>Matters Arising</u></b></p> <p>Item 6 – Budget Update - The Headteacher made governors aware that there may be tension over school teachers pay and reward bid going forward suggesting the GB help support staff in whatever decision government makes.</p> <p>Q. Do we have to stick to government guidelines? A. We follow North Yorkshire guidance.</p>	
7.	<p><b><u>Dates of Future Meetings</u></b></p>	



No.	Item	Lead
	<p>Tuesday 5<sup>th</sup> October 2021,            Tuesday 07<sup>th</sup> December 2021            Tuesday 01<sup>st</sup> February 2022            Tuesday 22<sup>nd</sup> March 2022            Tuesday 03<sup>rd</sup> May 2022            Tuesday 05<sup>th</sup> July 2022</p> <p>TMc gave apologies for the next 2 meetings as he will be in Singapore. The Headteacher offered to organise access to the meeting via a remote platform.</p> <p><b>Resolved to start the meetings at 5pm.</b></p>	
<p>8.1</p> <p>8.2</p>	<p><b><u>Approve Term Dates 2022/23 and acknowledge amended Term Dates 2021/22 to include Queen’s Platinum Jubilee additional bank holiday</u></b></p> <p>The Headteacher stated that the additional bank holiday falls in the summer half term and schools have been advised they will get that day by taking another day in the school year but no written evidence yet.</p> <p><b><u>Amendment to Training Days</u></b></p> <p>The Headteacher proposed the following amendments to the scheduled training days.</p> <ul style="list-style-type: none"> <li>• 6<sup>th</sup> September 2022 amend to 7<sup>th</sup> September 2022</li> <li>• the 2<sup>nd</sup> training day to be disaggregated to twilight sessions across the year as they are more effective.</li> <li>• 25<sup>th</sup> July 2023 moved to 6<sup>th</sup> September 2024</li> </ul> <p><b>Resolved to approve the revised training dates, proposed LV, seconded TMc and unanimously agreed.</b></p> <p><b>The HT to inform NYCC of the changes.</b></p>	<p>CSc</p>
<b>PART B-SCHOOL IMPROVEMENT</b>		
<p>9.</p> <p>9(a)</p>	<p><b><u>Headteacher Update</u></b></p> <p><b><u>College Information and Accountability Pack Update 2021 to 2022</u></b></p> <p>Governors had received the final version of the pack. The Headteacher highlighted areas of the report.</p> <p><b>Page 11</b> - Pupil Premium Challenges ahead. <i>“Ensuring governors offer greater challenge to Pupil Premium spending and have training to secure this.”</i></p> <p>Page 12 - 2020/21 Data incomplete. We do have the data but can’t publish it as embargoes until 13.8.21.</p> <p><b>Page 16</b> - School Calendar is subject to change. Presentation Evening is 13<sup>th</sup> October, any governors are welcome to attend, please pencil in the diary.</p> <p><b>Page 17</b> - The School Day - Variations have been made, some as a result of learning from what worked well during Covid as they have been beneficial, e.g., calming the children down, built into the new time table, 3 split lunches. School start and finish has a 5 minute difference either side, still follows dictated hours in teachers’ pay and conditions.</p> <p><b>Page 24</b> - High Expectations of Pupils, Staff, Parents &amp; Carers. To note the in bold and underlined text highlighting that school has the legal right to issue detention without parents’ approval and do not have to give notice or reason for detention. Parents still challenge and want to dictate what sanctions we give to children. JG clarified that if a child gets detention before 2.30 it is on the same day, if after 2.30pm as the parent may</p>	



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	<p>have set off to school, so takes place the next day.  <b>Page 26</b> onwards details the school priorities, blue being whole school priorities, brown as subject priorities. The SDGroup will monitor as annotated in the pack with individual link governors as below.</p> <p><b>Page 27</b> - Safeguarding Link JG.  <b>Page 28</b> - Behaviour Management TMc  <b>Page 33</b> - LV confirmed she will continue with SEN.  <b>Page 36</b> - JGI confirmed he will continue with Governance.  <b>Page 37</b> - TMc confirmed he would continue with Staff Welfare but mindful of his absence. Agreed to link with SMn via zoom.</p> <p style="text-align: right;"><i>(CL joined the meeting at 5.30pm)</i></p> <p><b>Page 41</b> - JTu confirmed he will continue with Equalities &amp; Military Support Page 50.  <b>Page 42</b> - JGI confirmed he will continue with Attendance &amp; Exclusion.  <b>Page 49</b> - CLe confirmed he will continue with Careers  <b>Page 51</b> - TMc to continue as link governor with LVi volunteering to be an additional link governor to support TMc in his period of absence. GMo volunteered to link with transition as it would be helpful from his perspective to be more involved. SM stated it should be an independent governor rather than a staff governor. It was agreed that GM would be more involved in transition but not as monitoring governor.  <b>Page 58</b> - JGI confirmed he will continue with Health &amp; Safety.</p> <p>The LA Advisor has seen the pack. It is important that the full GB holds the school to account for the progress through the action plans.</p>	
9(b)	<p><b><u>Covid Update</u></b></p> <p>We are waiting for guidance, but we won't make any changes to Covid practices for the one week of school left this term. The priority on return to school will be to get the pupils back in on the same day. Last year it was a staged approach but we did it quite quickly, starting back on the Monday and all pupils back by Wednesday. One member of staff is self-isolating as a precaution another is a confirmed positive case. JGI asked the Headteacher to thank staff for their efforts and extra efforts dealing with covid issues noting that attendance at 93.7% was higher than a lot of secondary schools. GMo stated that attendance has been really hard work with a number of panel meetings resulting in some being referred to the Local Authority for PACE meetings. The Headteacher stated teachers working extremely hard to get the TAGs in. Teachers involved in TAGS have been offered one day off before the end of term, a day at home, working from home and school covering costs of supply to let them recharge their batteries.</p>	
9(c)	<p><b><u>Redacted Email</u></b></p> <p>The Headteacher had shared an email with staff and governors praising the school, extract below.</p> <p style="padding-left: 20px;">The care and compassion your whole team show every single day is testament to your leadership and their clear ambition to be the best. In a year tougher and more turbulent, than any of us have known, team Risedale excelled. Not only in the total adaptation of academic world and provision but for never taking your eyes off the emotional wellbeing of each and everyone of your students. Where some say children need to be more resilient there are few like you that put positive plans in place to support them in achieving that goal.</p>	
9(d)	<p>JGI suggested it could be used to positively promote the school. JGI to ask the writer if the letter can be quoted in Risedale publicity.</p> <p><b><u>Careers Update</u></b></p> <p>HPo had provided a detailed written report, presented by the Headteacher. CSc advised that Covid 19 has prevented us getting any employers for work experience.</p>	Chair



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	<p>Year 8 and year 9 pupils have been doing admin work at reception, laminating, printing photocopying giving them experience and also getting them to understand school is also a work place and work environment. For year 10 and 11, there's an impact on not being able to bring in FE providers and universities.</p> <p>JGI asked if CLe could pick this up as part of his Link Governor meeting and agreed.</p> <p>Q. How long does the Standard Certification last?  A. Around 3 years but need to stay on top of it another year. In terms of Gatsby challenge benchmark most secondary school still don't have it. We have had it for 2/3 years.</p>	CLe
9(e)	<p><b><u>Complaints, FOI &amp; GDPR</u></b></p> <p>Two complaints have been processed and closed. One FOI on school policy on vaccinations. We do not force any child to have a vaccination, all with consent. Also, do you know if you can be held accountable for testing of children under civil liberties? The FOI was responded to within the designated timeframe. GDPR, 4 breaches, all reported to Veritau, investigated and learning points.</p>	
9(f)	<p><b><u>New Early Careers Framework</u></b></p> <p>SMn presented a verbal report. A new government strategy to create a step change for early career teachers moving from 1 year NQT to 2 year ECT (Early Career Teachers). Our 3 ECTs will undertake training by Red Kite Teaching Alliance, based at SFX to deliver the training.</p>	
9(g)	<p><b><u>Personal Development, Behaviour and Attitudes</u></b></p> <p>JHI presented a written report summarised below.</p> <ul style="list-style-type: none"> <li>• Despite quite a difficult year, PD has carried on. Our students have received high quality pastoral support.</li> <li>• Growing Up in North Yorkshire findings are used to focus for next year.</li> <li>• The House System couldn't be launched as planned due to Covid but pupils are encouraged to take part in house competitions and the ePraise points linked to this are beginning to gain momentum.</li> <li>• The charity walk has had to be cancelled.</li> <li>• We are launching a pilot Student Ambassador Programme next Thursday, to train students in leadership.</li> <li>• The social studies programme is now well developed. It will be taught in an hourly slot to KS3 and by tutors leading to a new qualification.</li> <li>• There will be a PD website so that tutors can plan ahead and find the resources they need in one place.</li> </ul> <p>Q. JGI asked about the reluctance to do GCSE in Social Studies last year?  A. JHI responded she would come back on that question following a meeting with LDU on planning.</p>	JHI
9(h)	<p><b><u>SEND (HWh/SBu)</u></b></p> <p>A detailed written report was presented to the GB, key points below.</p> <ul style="list-style-type: none"> <li>• Currently 99 pupils on the SEND register with a drop in numbers due to Y11 pupils now being off the role. This equates to 21.52% of the school population.</li> </ul>	



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	<ul style="list-style-type: none"> <li>• HWh stated we are expecting a large number of students to join us in September.</li> <li>• Three EHCPs have been issued in the course of the year. Two further requests have recently been submitted to the LA and its anticipated that a further request will need to be made early in the new academic year.</li> <li>• Overall SEND attendance has increased from 88.55% to 90.31% and for pupils with EHCPs attendance has increased from 76.46% to 88.83%.</li> <li>• Overall SEND persistent absence has reduced from 36.97% to 28.69%, persistent absence for pupils with EHCPs from 70% to 45.45%.</li> <li>• A lot of hard work has gone into improving attendance thanks to GM and A? following up on it.</li> <li>• The Assistant SENCO role has been filled and confident that she will do the role very well.</li> <li>• Year 6/7 transition meetings have been held or planned and it is quite interesting the number of pupils on EHCPs already, or schools have in the last term that have submitted requests for assessments and confident they will come through. Potentially there are 9 pupils with EHCPs that will join us.</li> <li>• CSc stated we need to be mindful of the impact and potential need for more GTAs. He is concerned about the amount of SEND children that seem to be heading to the school. He has had a few phone calls from parents of other schools because their school said they can't meet children's needs and Risedale will do a better job. All schools should be able to meet need.</li> <li>• The Risedale Centre will be refurbished to become the SEND Hub creating a safe place for SEND pupils and classroom bases for interventions. CSc described the location of the hub and agreed to giving governors a tour of the school requested by JGI.</li> <li>• Data Overview - HWh gave a verbal report on KSD 3 data. KS4 TAGs not yet confirmed, SBu will update October meeting. On the whole there was a positive picture of narrowing the gaps.</li> </ul>	Lead
9(i)	<p><b><u>Behaviour Policy (JYa)</u></b></p> <p>JYa presented the policy and gave an overview of its development and the schools approach, The Risedale Way.</p> <p>Q. MH, how do you put this across to students? A. Through the staff and the Risedale summary, and being clear about expectations.</p> <p>Q. JGI undertook safeguarding training yesterday and doesn't feel it has safeguarding in it and also talking about peer to peer abuse. A. There's support through the bullying policy. HWh stated support provided through safeguarding and child protection and can be seen by the policies that link to this policy. CSc responded that JG was right to raise it and that it was a recent focus of a training session to staff so aware of it absolutely. JGI to speak to JYa on the level of emphasis and links to other policies.</p> <p>CSc remarked that mobile phones need looking at, being on mobile phones and may need to sharpen up the policy further.</p>	CSc
9(j)	<p><b><u>Premises / Health and Safety / Summer Work Programme (Verbal by GMo)</u></b></p> <p>GMo gave an update on the three major projects taking place over the summer break.</p> <ul style="list-style-type: none"> <li>• The Small Office, - handed over to subcontractors last Monday, Parkinson, with an official start date of 12<sup>th</sup> July.</li> <li>• Food Technology &amp; Art Room - handover 26<sup>th</sup> July on a 10-12 week programme to be handed back by 17<sup>th</sup> September.</li> </ul>	JHI/ JYa



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	<ul style="list-style-type: none"> <li>SEND Hub - in house refurbishment with our staff and some contractors.</li> </ul> <p>The H&amp;S Advisor will visit the school on 29<sup>th</sup> July to look at fire safety risk audit.</p> <p>The new website will be launched.</p> <p>SMA requested that the hard work of Jen Gardiner and Gary Lamont on the new website be acknowledged with a thankyou in the minutes. MHo stated his agreement acknowledging the work that will have been put in to the improvements.</p>	
10.	<p><b><u>Instrument of Governance – School Name Change</u></b></p> <p>The Instrument of Governance has been duly received approving the name of the school as Risedale School, signed and sealed by North Yorkshire County Council dated 6<sup>th</sup> July 2021.</p> <p><b>Resolved to adopt the Instrument of Government of Risedale School effective from 6<sup>th</sup> July 2021, proposed MHo, seconded GMo and unanimously approved.</b></p>	
11.	<p><b><u>Safeguarding Audit 2020/2021</u></b></p> <p>Governors received a copy of the audit. JG confirmed he had seen the audit before it was submitted.</p> <p><b>Resolved to approve the Safeguarding Audit.</b></p>	
12.	<p><b><u>Governor Training</u></b></p> <p>To record that JGI attended NYCC Safeguarding for Governors on 5/7/21.</p> <p>SMn, on behalf of Sara Cox stated that it would be very helpful if governors could complete the governor training module. SBI has sent the link, SMn will ask SBI to resent the link.</p>	SMn/ SBI
13.	<p><b><u>Policies for Approval</u></b></p> <p>Governors received a written report from SBI, presented by the Headteacher, advising them of policies that have been reviewed in line with the policy schedule* and policies reviewed and revised outside of the policy schedule**</p> <ul style="list-style-type: none"> <li>Acceptable Use Policy* - no change</li> <li>Behaviour Policy** - amended as presented under item 9(i)</li> <li>Flexible Working* - no change</li> <li>Governor Visits Policy* - minor amendments to include Deputy Headteacher and School Development Group</li> <li>HIV/AIDS* - no change</li> <li>Lettings** - revised with legal</li> <li>Probationary* - no change</li> <li>Publication Scheme* - no change</li> <li>Recruitment and Selection Policy** - amendments and inclusion of Letter of professional standing required for teaching posts</li> <li>Schools Reorganisation, Redundancy and Redeployment* - no change</li> <li>Supply and Agency Privacy Notice** - minor amendments to align format of conditions for processing data</li> </ul> <p><b>Resolved to approve the above reviewed/amended policies, proposed GMo,</b></p>	



No.	Item	Lead
	<b>seconded MHO and unanimously agreed.</b>	
<b>PART 'C' - RESOURCES</b>		
<b>14.</b>	<p><b><u>School Fund Accounts 2020/2021</u></b></p> <p>Governors received the following reports prepared by Finance Officer (HS)</p> <ul style="list-style-type: none"> <li>• Balance as at 31.3.21 £4610.16</li> <li>• Receipts &amp; Payments accounts CC16a proforma</li> <li>• Trustee Annual Report for the period 1.4.20 - 31.3.21</li> </ul> <p><b>Resolved to approve the Trustee Annual Report &amp; Accounts 2020/2021 and that they be signed and sent to the Charity Commission.</b></p>	<b>Chair</b>
<b>PART 'D' - OTHER BUSINESS</b>		
<b>15.</b>	<b><u>Urgent and/or Business</u></b>	
<b>15.1</b>	MHO proposed that all staff be thanked for their hard work. JGI to action. The Headteacher extended thanks to the SLT for the work in the last 2 years.	<b>Chair</b>
<b>15.2</b>	The Headteacher advised governors that parents of Yr 6 have been invited into school on 20 <sup>th</sup> July, subject to the government's road map. There will be 2 slots, 5pm and 6pm. Any governors can come in to help out and be a governor representative.	
<b>15.3</b>	HWh was wished well on her retirement. She stated that it was an enjoyable end to her career.	
<b>16.</b>	<b>Any Questions from SLT to Governors:</b> None raised.	
<b>17.</b>	There being no further business the Chair thanked Governors and looking forward to the October meeting and visiting the new facilities. The meeting at 7.15pm.	
<b>18.</b>	The date of the next meeting is planned for the 5 <sup>th</sup> October at 5pm.	

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), James Yates (Vice Principal), Helen Whitehead Vice Principal and SENCo).