



RISEDALE

SCHOOL

A family of learners

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 ON TUESDAY 2nd May 2023 5PM AT RISEDALE SCHOOL**

PRESENT

Governors: John Glahome (JG, Chair), Mike Holmes (MH, Vice Chair), Colin Scott (CS, Headteacher), Carl Les (CL), Terry McCann (TM), Lara Vinsen (LV), Caroline Knight (CK), Amanda Hastings (AH)

In attendance: James Yates (JY), Mark Kirkbride (MK), Richard Sherwood (RS), Jane Hailwood (JH), Helen Simpson (HS), Gemma Roberts (GR), Caroline Knight (CK), Stacey Burke (SB)

Governor Apologies: Jim Turner, Amy Beveridge

SLT Apologies: Sarah Cox, Sarah Matthewman

Clerk: Louise Flanagan, North Yorkshire Council

Please note: The colour coding links to the three key roles of governance questioning:

RED for 'setting strategic direction.'

BLUE for 'holding Headteacher to account for educational performance.'

GREEN for 'ensuring financial health, probity and value for money.'

No.	Item	Action
PART 'A' – PROCEDURAL		
1.	Welcome and Apologies Apologies had been received and agreed to from Jim Turner and Amy Beveridge (Governors) and Sarah Cox and Sarah Matthewman (SLT).	
2.	Declaration of Interests, pecuniary or non-pecuniary CL has an ongoing interest as a Councillor for North Yorkshire Council.	
3.	Confidential Items No confidential items were identified.	
4.	Urgent Other business previously notified to the Chair There was no urgent other business.	
5	To approve the minutes of the meeting held on 22nd March 2023 a) Approval of minutes of meeting held on 22nd March 2023 The minutes from the last Governing Body meeting held on 22nd March 2023, which were circulated to all Governors prior to this meeting, were deemed as a true record and were duly APPROVED and will be signed by the Chair, John Glahome. b) Matters Arising	JG

OFFICIAL



RISEDALE

SCHOOL

A family of learners

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

	<p>Governor Question (GQ): Do we have a deadline for Governor training? Deadlines may differ between Governors according to when they commenced their training. Governors should email any training certificates to the Clerk.</p> <p>GQ: Is the training for IT Acceptable Use still outstanding for Governors? Not all have been completed yet, the previous Clerk sent out a reminder on 22nd March 2023.</p>	
6.	<p>To receive the outcome of Pupil Discipline Committee meetings held on</p> <p>a) 29th April 2023 b) 24th April 2023</p> <p>Governors were advised that both decisions had been agreed and upheld.</p> <p>GQ Is there any progress with the pupil in case a)? No. All schools have seen issues with pupil behaviour post pandemic.</p>	

PART 'B' RESOURCES

7	<p>Finance - main focus of the meeting</p> <p>The Outturn Statement and Start Budget were circulated before the meeting and Helen Simpson, Bursar, highlighted the following information:-</p> <p><u>Outturn</u></p> <p>The Revised Budget approved a cumulative surplus revenue balance of £241k. Variances, which are listed below resulted in the surplus reducing to £204k.</p> <p><u>Additional income/underspent expenditure £109k</u></p> <ul style="list-style-type: none"> ● Pupil Growth funding (expected next financial year) £27k ● Changes in pupils receiving Education Health Care Plans £13k ● Recovery premium funding in error (expected next financial year) linked to expenditure £8k ● National tutoring programme not taken up (funding will be clawed back next financial year) £13k ● Teachers/Supply/Staff Absence scheme/Maternity £5k ● Water costs £3k ● Net Learning resources budgets not spent £27k ● Vehicle costs £3k ● Admin supplies including Texts, Publicity, Postage £6k ● Agreed Learning resources underspends– to carry forward £4k <p>GQ: How specific are the budgets for each subject? Some are based on experience of past expenditure, departments know they have the same allocation as last year and they have all year to spend it. We did not build in a net increase for inflation this year.</p> <p><u>Overspent expenditure £146k</u></p> <ul style="list-style-type: none"> ● Excluded pupil reduction in funding £2k ● Pupil premium funding – County adjustment and LAC pupils leaving £4k ● Premises and support staff – sickness cover, claimed hours, job evaluation £18k 	
---	--	--

OFFICIAL



RISEDALE

SCHOOL

A family of learners

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

- Indirect employee expenses (mainly levy) £2k
- Premises costs including cleaning, maintenance £9k
- Energy costs £67k
- Catering £10k
- Chrome repairs and ICT maintenance £10k
- Exam fees and Invigilators £4k
- Professional services £2k
- Revenue contribution to capital schemes £18k

GQ: Does sickness cover include the Caretaker? No just for Teaching staff (not TAs)

Start Budget

Estimates of pupil numbers for the next three years were included in the report, the Headteacher advised that numbers remain uncertain and school do not know exact figures for September 2023 intake yet.

GQ Can you identify any trends with pupils choosing this school? Due to GDPR we are no longer advised whether our school is 1st, 2nd or 3rd choice. We can ask admin staff to telephone families to ensure they will be coming in September.

GQ Part of the allocation is £430k for SEN funding, how can we assure this is being spent on SEN? It is mostly spent on staffing with a percentage paying towards the SENCO. It might be useful to map out expenditure in the same way as Pupil Premium.

GQ Why is there an extra amount for Service Pupils? 52% of our pupils are from service families, extra funding is provided because they can become disadvantaged if they regularly move schools.

Other costs

- The school has bought into Day 6 Staff Absence cover for teachers
- Energy rates continue to be high. Figures have been provided by the County Energy team.
- Inflation for Traded services and Cleaning of 3% has been assumed from April 2024 and April 2025
- The budget for external alternative provision will cease in Summer 2023.
- There has been a reduction in some Learning resource budgets (Non ICT and ICT) to part fund the new ICT Leasing arrangements.
- The Revenue contribution to fund Capital expenditure continues. This tops up the Devolved Capital allocation and part funds the Chrome books and new ICT Leasing project.

OFFICIAL



RISEDALE

SCHOOL

A family of learners

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

	<p><u>Capital</u></p> <p>The DFC allocation of £14k and the contribution from revenue of £108k will fund the following costs in 2023/24</p> <ul style="list-style-type: none"> • Final principal repayment for the loan • ICT Leasing Project • Chrome books for Year 7 and replacements at Year 10 <p>The DFE provided funding in 22/23 for Energy Efficiency projects. The amount left to spend is £23,501.</p> <p>GQ Do we own the minibus? No it is leased, costs are listed in Revenue.</p> <p>GQ: A class size of 21, is that usual? It is based on registration groups, some are 8 and some are 30, it is difficult to show in calculations.</p> <p>GQ: Regarding school meals, is pupil take up increasing? There is no trend, it varies from day to day, some get their meal at break rather than lunchtime.</p> <p>Governors AGREED the Start Budget.</p>	
--	---	--

PART 'C'- SCHOOL IMPROVEMENT

8.	<p>SLT Update</p> <p><u>Attendance and Exclusions</u></p> <p>The Attendance and Exclusions Report was circulated before the meeting and questions were invited.</p> <p>The Headteacher advised Governors that there have been issues nationally with attendance, however attendance is currently good at 88.5%. Governors noted that service pupil attendance at 92% is very good.</p> <p>The school is currently working on transition from Y6 to Y7, it has been noted that some pupils in this age group are showing a better understanding of routines compared to previous years. CS is meeting with Primary Heads next week.</p> <p><u>SEND</u></p> <p>The SEND report was circulated before the meeting and questions were invited.</p> <p>GQ Could you explain the term `move to monitoring` within the report? We have recently discussed with the Local Authority Advisor the method of adding a pupil to the SEN Register. It was identified that some pupils receive Quality First teaching and do not need to be on the register. They are therefore moved to monitoring, we will still look at their progress data and Teaching Assistant feedback and they can always be moved back onto the SEN register if necessary.</p>	
-----------	--	--

OFFICIAL



RISEDALE

SCHOOL

A family of learners

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

	<p>GQ Are parents happy with that approach? They seem to be, letters were sent home and questions invited but we have not received any replies.</p> <p><u>Safeguarding</u> The Safeguarding Audit was submitted at the end of last term, the school will only hear back if selected for a check (which is only 3% of schools). Staff are currently processing a transition from a paper based system to using the Safeguarding module on Bromcom. The team undertaking this work are aware the importance of not missing any records when transferring data. Governors noted Safeguarding is a limiting judgement in an Ofsted Report.</p> <p><u>FOI/Complaints/GDPR</u> A report was circulated before the meeting. Governors were advised that pupils are more comfortable to submit a complaint post pandemic. LADO (Local Authority Designated Officer) have been involved in the latest complaint, it may trigger an Ofsted visit. Two complaints have already been sent to Ofsted with potential for a third to be submitted.</p>	
<p>9. External Reports</p>	<p>The LA Advisor Record of Visit to review SEND provision and the curriculum was circulated before the meeting. There are five key agreed actions for SEND and three for PE.</p> <p>GQ Is there any negotiation with what was agreed for action? Some of the recommendations we are already doing and the advisor was aware of this.</p> <p>GQ Is there an issue with Science, it is mentioned in the report? The advisor visited a few different lessons, there isn't a particular issue with Science just some low level disruption on the day we visited. Some of those pupils have EHCPs and require TA support.</p> <p>SLT will be mapping curriculum and report back to the Headteacher by the end of June.</p> <p>SB to send a copy of the report to JH.</p>	<p>SB</p>
<p>10 Policy Approvals and Revisions</p>	<p>Both policies were updated following the move to North Yorkshire Council from 1st April 2023.</p> <p>a) Leave Policy b) Leave Guidance DBS Policy – amendment to para 3.3</p> <p>Governors were advised that discussions are taking place around the need to reimburse hours to part time staff for the extra bank holiday.</p>	

OFFICIAL



RISEDALE

SCHOOL

A family of learners

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

	The policies were AGREED by Governors.	
11. Feedback on Governor Visit/Stakeholders	<p>MH and JG visited school on 26th April, their report will be uploaded and discussed at the next meeting.</p> <p>A brief summary was provided:-</p> <ul style="list-style-type: none"> ● Initially met with three Y7 pupils, who shared that they were very proud of their school ● They spoke positively about Science and Geography ● Seven other pupils from Y8 and Y9 also gave positive feedback ● A Learning Walk took place taking in English, Science, PE and DT ● All lessons were excellent with engaging teaching ● Impressed with how pupils are using Chromebooks to verify their learning ● Pupils shared that they do not see enough of Senior Leaders, the Headteacher advised he is aware of this feedback already 	
12. Governor Training Update	This was discussed earlier in the meeting.	
PART 'D'- OTHER BUSINESS		
13. Urgent Business	There was no other business to be discussed.	
14. Confidential Items	Items treated as confidential and excluded from the minutes to be made available for public inspection. No confidential items were identified.	
15. Dates of future meetings:	<p>Tuesday 4th July 2023 5pm Meeting Focus - Personal Development, Behaviours and Attitudes including School Council Ambassador Report, pupils will be attending</p> <p style="text-align: center;">There being no other business the Chair closed the meeting at 6.21pm</p>	

Membership of the Governing Body

Amy Beveridge, John Glahome (Chair), Amanda Hastings, Mike Holmes (Vice Chair), Carl Les, Caroline Knight, Terry McCann, Colin Scott, Jim Turner, Lara Vinsen

Members of the Senior Leadership Team/Other Staff

Stacey Burke (Senior Teacher), Sarah Cox (Senior Teacher), Jane Hailwood (Senior Teacher), Mark Kirkbride (Senior Teacher), Sarah Matthewman (Deputy Headteacher), Gill Morrissey (Director of Facilities), Richard Sherwood (Senior Teacher), James Yates (Deputy Headteacher)

OFFICIAL