



Minutes of the Full Governing Board held at Thirsk Community Primary School on Monday 4th March 2019 at 6.15pm

Present: Richard Chandler (Headteacher), David Duffey (Chair), Karin Wilkinson, Stuart Mountford, Nikki Kennedy, Peter Egginton, Jayne Cooper

Apologies: Jason Tazzyman (Vice Chair),

In attendance: Julie Doyle (Senior Clerk), Sheila White (Trainee Clerk), Michelle Cruickshank (Phonics Lead)

No 18/19	Item	Action
PART 'A' – Governance		
7.1	Welcome The Chair opened the meeting at 6.15pm and thanked Governors for attending.	
7.2	Apologies and determine whether absences should be consented to Apologies were received from Jason Tazzyman, to which Governors consented.	
7.3	Remind Governors about Declaration of Interest There were no declarations of interest at this point in the meeting.	
7.4	Notification of any other urgent business There was no notification of any urgent business.	
7.5	Correspondence There was no correspondence to discuss at this meeting.	
7.6	Approve the Minutes from 4th February 2019 <u>Approval</u> - The minutes of the Full Governing Board (FGB) meeting held on 4 th February 2019, which were circulated to all Governors prior to the meeting, were deemed as a true record and were duly APPROVED and SIGNED by the Chair, David Duffey.	
7.7	Matters arising <u>6.8</u> – The LA Review report has been shared with all Governors on the Share Drive.	
7.8	Governor Training Richard Gladstone will be attending Induction Training. Jason Tazzyman and Stuart Mountford attended the part one Fisher Family Trust (FFT) Aspire training which Lindsay Miller, Lead Adviser from North Yorkshire County Council (NYCC) ran. Part two will be delivered by Donna Makepeace, School Improvement Adviser from NYCC, focusing on the school data dashboard, date is to be confirmed.	
PART 'B' – Resources		
7.9	School Development Plan – Phonics Michelle Cruickshank updated Governor on the recent progress with phonics: <ul style="list-style-type: none"> Whole school phonics is taking place in Key Stage (KS) 1. Daily interventions are taking place. 	

Signed:

Date:

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	<ul style="list-style-type: none">• Parent meetings for Year 1 and Year 2 have been carried out and information on how to teach Phonics has been shared with parents.• Phonics screening has been completed, 72% are 20 or above, 56% are 30 or above.• Daily interventions are planned to support any gaps.• Training with Heather Russell, School Improvement Adviser, NYCC, is taking place on Tuesday.• KS1 reading at home is being tracked to identify areas of support needed.• Word mats have been created and used in class.• Spelling plan for KS2 is now matching up.• KS2 spellings or Phonics are taking place 3-4 times a week. <p>Governors thanked Michelle Cruickshank for her update.</p>													
<p>Michelle Cruickshank left the meeting at 6.25pm</p>														
7.10	<p>Budget Review and Update</p> <p>Governors agreed to move this item to the next meeting on 1st April 2019, Angela Clarkson is visiting school next Monday to update the budget reports. Full reports will be shared with Governors for the next meeting.</p> <p>Governors agreed to review the staffing structure at this point in the meeting.</p>													
	<p>Staffing Structure 2019-2020</p> <p>Confidential item, please refer to the confidential minutes.</p>													
<p>Peter Egginton arrived at the meeting at 6.35pm</p>														
7.11	<p>Pupil Premium Update</p> <p>The Pupil Premium Review from 13th February 2019 has been updated and reloaded on to the Governors Shared Drive, due to an amendment in the report, which was circulated to all Governors prior to the meeting.</p> <p>GQ: The Pupil Premium review seemed to lack conclusion and drilling down. Will there be another review to pick up on the actions? It is for the school to pick up on the actions.</p> <p>GQ: Will the actions be brought back to FGB for Governors to review? The impact of the actions and where the school is, can be picked up by Governors at their link visits.</p> <p>GQ: Are you happy that all these actions are included in the School Improvement Plan? Yes.</p> <p>Tracking System Analysis -% at / on target for age related expectations (ARE) BY Group by Years Reading – December 2018 was circulated to all Governors prior to the meeting and Richard Chandler highlighted:</p> <p><u>PPG Reading – Analysis</u></p> <ul style="list-style-type: none">• Predicted attainment lower than FFT50/ 20 targets in all classes. Predicted attainment lower than National Average.• Progress judged good for 4 out 5 year groups. <table><tr><td>Year Group</td><td>Gap FFT50</td></tr><tr><td>Y1</td><td>NA</td></tr><tr><td>Y2</td><td>-6%</td></tr><tr><td>Y3</td><td>-7%</td></tr><tr><td>Y4</td><td>-12%</td></tr><tr><td>Y5</td><td>-36%</td></tr></table>	Year Group	Gap FFT50	Y1	NA	Y2	-6%	Y3	-7%	Y4	-12%	Y5	-36%	
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Signed:

Date:

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	<table><tr><td>Y6</td><td>-4%</td></tr></table> <p>PPG Writing – Analysis</p> <ul style="list-style-type: none">Progress good or outstanding in 2 out of 5 year groups. <table><tr><td>Year Group</td><td>Gap FFT50</td></tr><tr><td>Y1</td><td>NA</td></tr><tr><td>Y2</td><td>0%</td></tr><tr><td>Y3</td><td>-23%</td></tr><tr><td>Y4</td><td>-17%</td></tr><tr><td>Y5</td><td>-56%</td></tr><tr><td>Y6</td><td>+8%</td></tr></table> <p>PPG Maths – Analysis</p> <table><tr><td>Year Group</td><td>Gap</td></tr><tr><td>Y1</td><td>NA</td></tr><tr><td>Y2</td><td>-6%</td></tr><tr><td>Y3</td><td>-21%</td></tr><tr><td>Y4</td><td>-16%</td></tr><tr><td>Y5</td><td>-2%</td></tr><tr><td>Y6</td><td>+9%</td></tr></table> <p>This is Autumn term data, staff are working hard with key targeted pupils. Progress in Maths and Writing is positive.</p> <p>Governor Comment (GC): It is helpful to see the FFT targets included.</p> <p>Governor Question (GQ): Is there only one target in KS2? Yes, target pupils are none SEN and just below where they need to be.</p> <p>Tracking System Analysis -% at / on target for age related expectations (ARE) BY Groups by Year Reading – December 2018 PPG Non SEN was presented to Governors to show the figures when non SEN figures are not included.</p> <p>GQ: A lot of reviews have taken place, are you happy all these actions are included in the School Improvement plan? Yes.</p> <p>All Governors are to ensure they pick up on their areas from the action points at their Governor visits and to include updates in their visit report.</p> <p>Pupil Premium Action Plan was circulated to all Governors prior to the meeting and Governors had no further questions.</p>	Y6	-4%	Year Group	Gap FFT50	Y1	NA	Y2	0%	Y3	-23%	Y4	-17%	Y5	-56%	Y6	+8%	Year Group	Gap	Y1	NA	Y2	-6%	Y3	-21%	Y4	-16%	Y5	-2%	Y6	+9%	All Governors
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7.12	<p>Premises Update</p> <p>3 quotes for the Early Years fencing have now been received, Terry Bland is meeting with Richard Chandler to move this forward.</p> <p>GQ: Has Ken Wood been involved in this process? Yes, he has reviewed the plans and we are hoping to see some action soon.</p>																															
7.13	<p>Feedback from Link Governors</p> <p>There was no Link Governor feedback to be shared at this meeting.</p>																															
7.14	<p>Safeguarding / Child Protection</p> <p>The Safeguarding Audit was circulated to all Governors prior to the meeting. Stuart Mountford attending the initial meeting to set this up and it has taken a long period of time to complete.</p> <p>GQ: Is the PSHE policy an overriding policy? Beth has attended training and come back with the new curriculum. The Relationship and sex education training</p>																															

	<p>has taken place for all staff. GQ: Is the lockdown policy in place? Yes. Governors discussed videos which are available for pupils to watch to understand the reasons around the lockdown policy. Jayne Cooper will sent the links to Richard Chandler. David Duffey will review the Safeguarding Audit in further detail. All Governors AGREED to approve the Safeguarding Audit.</p> <p>Richard Chandler highlighted to Governors that a fixed term exclusion had taken place, explaining the reason behind this and what support the school has put in place for this pupil.</p> <p>Attendance is currently at 95% which is low at this time of the year, this is due to sickness. Nicky Kennedy explained to Governors that attendance below 90% is classed as a persistent absenteeism, pupil/parents receive letters, are made aware of the procedures and if need be, legal process, if started.</p> <p>Richard Chandler highlighted to Governors the child protection cases and Safeguarding concerns in school.</p>	<p>J Cooper D Duffey</p>
PART 'C' – Other		
7.15	<p>Policies There were no policies to be discussed at this meeting.</p>	
7.16	<p>Governor Vacancies There were no updates to be shared with Governors.</p>	
7.17	<p>How has this meeting impacted on the welfare and progress of our pupils?</p> <ul style="list-style-type: none"> • Safeguarding Audit has been reviewed and areas highlighted. • Gaps in PPG have been addressed. • Actions from recent report / reviews have been incorporated into action plans to ensure these are reviewed by Governors. 	
7.18	<p>Next meeting 1st April 2019 at 6.15pm <u>2019 Meeting Dates</u> 1st April 2019 9th May 2019 3rd June 2019 15th July 2019</p>	
7.19	<p>AOB GDPR Training – Governors have received an email from Andrea asking them to complete the GDPR training, once complete a screen shot of the completion certificate is to be emailed to Andrea.</p>	<p>All Governors</p>
Nicky Kennedy left the meeting at 7.10pm		
7.20	<p>Confidential Item – Staffing Updates Confidential item, please refer to the confidential minutes.</p>	
Date of next meeting 1st April 2019, 6.15pm		

Please note: The colour coding above 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'.

There being no other business the Chair closed the meeting at 7.55pm