



Minutes of Thirsk Community Primary School Governing Board held Online on Monday 10 May 2021 at 6.15pm

Present: David Duffey (DD) (Chair), Richard Chandler (RC) (Headteacher), Jason Tazzyman (JT) (Vice Chair), Stuart Mountford (SM), Jenny Buck (JB), Lucy Minican (LM), Gemma Wall (GW) Lisa Garthwaite (LG)

Apologies: Lucy Minican (LM)

In attendance: Becky Kaufman (BK), Lilian Turner (LT), Kate Gloag (KG), Caroline Buck (CB), Sheila White (Clerk)

No 20/21	Item	Action
PART 'A' – Governance		
8.1	Welcome The Chair opened the meeting at 6.15pm and thanked all governors for attending.	
8.2	Apologies and determine whether absences should be consented to Apologies were received and accepted from LM.	
8.3	Declaration of Interest There were no declarations of interest at this point in the meeting.	
8.4	Notification of any other urgent business None	
8.5	Correspondence None	
8.6	Approve the Minutes from 12 April 2021 <u>Approval</u> – The minutes of the Full Governing Board (FGB) meeting held on 12 April 2021, which were circulated to all governors prior to the meeting, were deemed as a true record, with the following amendment, and will be duly APPROVED and SIGNED by the Chair, DD. <u>7.9</u> Second GQ change first lockdown to second lockdown.	
8.7	Matters arising 7.7 RC confirmed the changes had been made. 7.9 Data was uploaded after the meeting as agreed. RC has recently requested clarification from Anthony Conlin on two issues - whether it is possible to separate out the data for pupils in and out of school - the 'colours' and 'moving up' questions RC will circulate the clarification to governors when received.	Head
PART 'B'- Resources/ Improvement		
8.9	Report from SLT spring term data <u>Maths</u> KG reported on attainment and progress and highlighted the main areas of note. Overall progress is strong for pupils throughout the school. Attainment is a mixed picture but is not yet there partly due to the schools policy of teaching 'in depth' so that	

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	<p>some topics have not yet been covered and partly due to the spring term lockdown. A next steps plan to address the weaker areas is being implemented.</p> <p>GQ: What is attendance like among SEN in year 4 and is it thought attendance might be having an impact? A. The cohort is small but attendance is not good so yes it is likely the two issues are having a joint impact.</p> <p>GQ: Is practical maths being applied? A. Following the McKie mastery approach the aim is to have practical maths across the whole school. More resources have been ordered to assist in this and teachers are being reminded of the ways of involving pictorial and abstract maths across the whole curriculum.</p> <p>Writing LT presented the data and highlighted the main areas for governors. Nationally writing has been impacted most by lockdown. As the data shows our school is no exception. An initial task was set to assess the impact of lockdown on writing and LT is confident that there has been a big improvement this term since this data was published. PPG pupils are behind non PPG and this is being addressed. A next steps plan is being implemented.</p> <p>Reading GW presented the data and highlighted the main areas for governors. Most pupils are ARE or better and most pupils have progressed. There is still a gap between PPG and non PPG and this hasn't changed since the autumn term data. As a result of the autumn data intervention was focussed on closing this gap. Consequently a key question this time is has that intervention had an effect that hasn't been measured or has it had no impact. Either way PPG will continue to be a focus. GW is meeting with all teachers this week. The two children in EYFS that made progress are the two children who came in to school during lockdown. Outside of year 4 most pupils are where they need to be. A next steps plan is being implemented.</p> <p>GQ: Having identified the gaps in all three subjects, apart from reading which GW has explained, how is the catch up funding being used? A. RC explained that it is mainly through the use of the national tutoring programme which has taken some time to come on stream but is now taking shape. This is the national programme whereby the government pays 75% of the cost and the school 25%. Extra maths tuition is provided on Monday and Wednesday evenings. Additional reading support is provided on Tuesday and Thursdays. Writing is being tackled across the whole curriculum.</p>	
	LT and KG left the meeting. CB joined the meeting	
8.10	<p>Agree Start Budget</p> <p>The budgets had been circulated to all governors prior to the meeting. JB had sent questions in advance of this meeting and these questions have been answered. CB advised that the carry forward figure in the outturn document requires amendment. This will be done. It does not affect the in year balance. Governors noted that there is a decent carry forward this year but the figures become worse for subsequent years.</p> <p>GQ: Does CB have any concerns about the declining forecast figures and what can we do? A. As is known falling roles and staffing are the two areas that make the difference.</p> <p>GQ: Pupil numbers in the summary don't match, for example year 1 loses two pupils going into next year? A. This could be due to changes in the forecast due to the updated census or simply that pupil numbers have dropped. Seven pupils have left this year for a variety of reasons. Clearly getting more pupils into the school is key and particularly attracting children into nursery. RC commented that other schools are facing the same issue and one local school has announced its intention to open its nursery for two year olds and above.</p> <p>GQ: Are the staffing figures based on the agreed recent changes? A. Yes.</p> <p>GQ: SEN children can qualify for an EHCP, is this a fixed amount and how is it paid, can the amount be increased? A. The school has submitted seven</p>	

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	<p>applications for EHCPs which are under current consideration. The rate varies according to the needs of the child and a particular band has to be applied for. It is paid out termly rather than awarded for a year and so if a child moves on the payment is lost. This means it is difficult to accurately forecast the amount of EHCP income in any one year. In reality the teaching and TA costs are already incurred as the child has to have their needs met. Similarly the PPG can vary over the course of a year.</p> <p>With one amendment to the committed revenue balance figure of £14,674 which should read £19,375 all governors agreed the start budget. There is a knock on effect in that the summary sheet also needs to reflect this amendment. CB undertook to send the amended versions to the school business manager this evening so governors will have the updated documents available to them on Tuesday morning. <i>(This was done).</i></p> <p><u>ICT</u></p> <p>A document outlining the need for improved IT in school was circulated to all governors prior to the meeting. Thorough costings of all the options is included. RC highlighted the much needed benefits of replacing the SMART boards. NYCC Schools ICT have been chosen as they undertake all the financial checks and obtain the best prices and warranties for NYCC schools, they can also work closely with NYCC premises to ensure that the works comply with the asbestos regulations. NYCC undertook a full audit of what is in every room and costed the identified needs. Of the various options and costings Option 32862 B which replaces equipment in the rooms used for teaching is the most affordable. This leaves rooms such as the library for future upgrading as and when affordable. If the capital balance is used there is a shortfall of some £4,700 – 800 which would have to be added to the deficit. CB advised that it is possible to apply for an advance of next years capital but this is not certain to be granted and governors felt was just pushing the problem forward.</p> <p>GQ: Will this technology work with the aids some children use? A. Yes it is compatible with all the new laptops and also with aids used for visual or hearing impairment.</p> <p>GQ: Do staff use smart notebooks, will the BenQ system mean more work for staff getting used to a new system? A. Staff use both notebook and PowerPoint. Most prefer PowerPoint due to its additional features. BenQ comes with its own version of SMART.</p> <p>The work needs to be planned ahead to take place over the summer holidays so a decision is required. All governors agreed to the expenditure. SM will liaise with the PTA to see if they are willing to fundraise for this cause. The PTA may look into whether the locality fund may make a contribution.</p> <p>DD expressed thanks to CB and JB and JT for their work on finance on behalf of the governors.</p>	SM
	CB left the meeting at 8.01pm	
8.11	<p>Feedback from Link Governors</p> <p>JB meets this week with GW. LG meets RC and GW re EYFS after this meeting. BK has had to postpone her deep dive so there will be more link meetings than planned in the next half term.</p> <p><u>PHSE and RE</u></p> <p>LG reported on her link meeting with Janet Atkinson (JA). LG wanted to get a feel for the subjects before going on to the Ofsted questions so they will be pursued at the next meeting. This meeting was to get some background. Overall it looks good with the topics well-reasoned and the enrichment week is beneficial. There is a question mark over how the assessment is being used and what impact the assessment is</p>	Head

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	<p>having.</p> <p>GQ: It became apparent that the daily worship isn't always achieved? A. it can be difficult to fit in amongst all the other competing demands particularly the curriculum and catch are priorities at present. Covid bubbles have had an impact on collective assemblies. Currently each week there is a reading assembly (time for reflection), two whole school assemblies plus possibly another whole school assembly via video. It is the intention to ensure a daily practice but it is possible on occasions this has been missed.</p> <p>From the end of the spring term RE data is being put on SIMS. PHSE is strong and is on all timetables. Safeguarding is at the forefront of the recovery curriculum. SIMS is not used for PHSE and JA is trying to encourage its use.</p> <p>GQ: JB is putting reports of her meeting on the shared drive but they don't seem to be appearing? A. RC will ensure they are uploaded.</p>	
PART 'C' – Other		
8.12	<p>Friday finish time end of year/term</p> <p>RC advised that his preference is for the school to revert to a 2.30 finish pm rather than the current earlier finish. RC reiterated the issue around the legality of the earlier finish along with the other concerns raised at the previous meeting. There is a risk that High school pupils may become a nuisance hanging around the perimeter of the school but that can be overcome. All governors agreed to reverting back to a 2.30 pm finish on the end of term Fridays.</p>	
8.13	<p>Policies</p> <p>There were no policies to discuss.</p>	
8.14	<p>Safeguarding / Child Protection</p> <p>RC highlighted to governors the child protection cases and safeguarding concerns at the school.</p>	
8.15	<p>How has this meeting impacted on the welfare and progress of our pupils?</p> <ul style="list-style-type: none"> • Governors examined pupil progress in the spring term data and the plans to address future progress. • Governors reviewed catch up funding. • Governors agreed the start budget. 	
8.16	<p>AOB</p> <p>- There are two prospective governors. Jane Grainger is willing to join the board and will attend the June meeting. Katy Booth (KB) is also willing to stand after having informal talks with a governor. LG will advise KB to ring RC for further information about the school and after this DD will explain more about the role. All governors approved these appointments.</p> <p>- The field for recruitment for a newly qualified maths lead was extremely strong. Several candidates were excellent. An appointment has been made.</p>	
8.8	<p>Governor Training</p> <p>SM has not yet received an email about the safer recruitment training. RC will pursue. SM will do data protection training in the next few days.</p>	Head
8.17	<p>Confidential staffing/school update</p> <p>There were no confidential items to discuss.</p>	
8.18	Date of Next Meeting 14 June 2021 at 6.15pm	

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	14 June 2021 12 July 2021	
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 8.25pm

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