



# Minutes of Thirsk Community Primary School Governing Board on Monday 17<sup>th</sup> April 2023 at 6:15pm

**Present:** Stuart Mountford – chair (SM), Richard Chandler – head (RC),  
Jenny Buck (JB), Sally Burton (SB), Lisa Garthwaite (LG), Jane Grainger(JG), Lucy Minican (LAM),  
Kelly Wood (KW)

**Apologies:** None

**In attendance:** Ruth Gregory – clerk (RG)

No 22/23	Item	Action
<b>PART 'A' – Governance</b>		
7.1	<b>Welcome</b> The chair opened the meeting at 6:15pm. He welcomed a new staff governor Kelly Wood and the new clerk Ruth Gregory.	
7.2	<b>Apologies and determine whether absences should be consented to</b> None	
7.3	<b>Declaration of business interests</b> JG worked for a virtual school.	
7.4	<b>Approve minutes of meeting on 13 March 2023</b> The minutes of the Full Governing Board meeting held on 13 March 2023 were circulated to all governors prior to the meeting.  <b><u>Approval</u> - the minutes were deemed as a true record and signed by the chair.</b>	
7.5	<b>Matters arising:</b> <ul style="list-style-type: none"> <li>5.5 Further premises costs information requested – this matter to be carried forward as Easter Holidays had delayed the report.</li> <li>6.5 Governor vacancies – Governor support and Lindsay Miller had been contacted regarding the local authority governor vacancy and the school has been added to their list. Thirsk School will be contacted by RC to see if any staff would be interested in becoming a governor as this would create a good link between the schools. governor vacancy. RC had written an item in the newsletter encouraging parents to come forward to become a Governor. JB said that it was crucial a new governor should be in place before the end of the academic year.</li> <li>6.8 Start budget to be added to May Agenda</li> </ul>	<p>Clerk</p> <p>RC</p> <p>Clerk</p>

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1

	<p>The LA finance officer would be in school on Monday 24<sup>th</sup> April. JB and SB would attend.</p> <p>The meeting arranged for 26<sup>th</sup> April could take place by Teams but may not be needed as the school would not now be likely to be in deficit due to change in headship and would therefore not need to apply to the LA for a licence.</p> <p>RC will keep governors informed.</p> <p>The budget will be set following these meetings, therefore will be added to the agenda for the May meeting.</p> <p><b>Q:</b> Could you clarify what changes are being considered to update the finance officer?</p> <p><b>A:</b> The staffing structure – the school will be running with an interim head in the autumn and the overall leadership team may be restructured following the appointment of a Headteacher from January.</p> <p><b>Comment:</b> This is an ideal opportunity to consider the senior leadership of the school.</p>	RC
7.6	<p><b>Correspondence</b></p> <p>None</p>	
7.7	<p><b>Governor training</b></p> <p>There has been no governor training.</p>	
<b>PART 'B' - School Improvement</b>		
7.8	<p><b>Headteacher report</b> – A written report for the end of the spring term had been circulated to governors prior to the meeting.</p> <p>An inset training day for the new curriculum being implemented in September had been held. Each subject had been adapted for SEN children. The senior leadership are completing long term planning which they will then share with the team.</p> <p>During the spring term the main focus had been on writing. The ECT had completed their second year and an ECT has joined to help cover year 2.</p> <p>Over the holidays the Wi-Fi system had been updated (paid for by a national grant the school had obtained).</p> <p>The school had previously used SIMS but had now changed to Arbor which RC thought was a great improvement. Attendance figures are easily obtained and behaviour and attitudes can be monitored for all pupils. Attendance in the spring term has been 92.7% the national average is 93.6%. There is persistent absence resulting from the pandemic and Strep A. Applications had been received to take children out of school on holiday which had been refused.</p> <p>There are several families who require support RC asked if any governors would be prepared to see the children in school and offer support and help - LM offered and JG said unfortunately she had a conflict of interests at the moment.</p> <p>The school had had one exclusion and 2 E safety issues, snapchat posting is occurring in school and resulting in bullying. RC gives advice which is not always followed – parents need to be more supportive.</p> <p><b>Q:</b> What effect does this have on the children?</p> <p><b>A:</b> The school tries to resolve the situation and offer the child support but parents need to help children make the right choices.</p> <p>Senior Leadership data reports will be carried forward to the next meeting.</p>	Clerk

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2

7.9	<p><b>Link Governor Reports</b></p> <p>JG had visited the school on 23 March and listened to the Pupil Voice from years 2-5. Listening to their views on values, rules and religions, she thought they were knowledgeable and had an understanding of the topics discussed. They felt safe in school and understood bullying, they could name staff they could go to if they had a problem and trusted that staff would help them when needed.</p> <p><b>Q:</b> How often had the school followed lockdown procedures?  <b>A:</b> The summer term in 2022 a full lockdown was completed and one is due in June.  <b>Comment:</b> All new staff need to be made aware of the procedure.</p> <p><b>Q:</b> How are checks on the ICT web browser/fire wall checked?  <b>A:</b> RC explained that the school uses the North Yorkshire smooth wall and he received a daily report of any violations or log ins.</p> <p>LG reported that there is a generic log in Redred that cannot be traced back to an individual. RC will check and the school would then consider all pupils to using an individual log in.</p>	RC
7.10	<p><b>External reports</b></p> <p>None</p>	
	<b>PART 'C' – Other</b>	
7.11	<p><b>Policies for Review</b></p> <p>There were no policies for review</p>	
7.12	<p><b>Safeguarding/Child Protection</b></p> <p>The safeguarding audit had been submitted to the LA  Safeguarding had been covered in the Headteachers report.</p>	
7.13	<p><b>Attendance</b></p> <p>Attendance had been covered in the Headteachers report.</p>	
7.14	<p><b>SEND</b></p> <p>Figures for this were included in the Headteachers report.</p>	
7.15	<p><b>How has this meeting impacted on the welfare and progress of our pupils?</b></p> <p>Pupil Voice visitor report  Online safety has been addressed.  The attendance update was shared with governors.  Curriculum progression had been discussed.</p>	
7.16	<p><b>AOB</b></p> <p>None</p>	
	Kelly Wood left the meeting at 7.07pm	

7.18	<b>Date of Next Meeting</b>  Monday 15 <sup>th</sup> May 6.15pm	
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There being no other business the Chair closed the meeting at 7.48pm

<b>Actions Arising</b>	
RC	Contact Thirsk School re Governor position
Clerk	Agenda Items for May meeting 7.5 / 7.8
RC	To consider individual log ins for children

Signed:

Date:

4