



Minutes of Thirsk Community Primary School Governing Board on Monday 12th June 2023 at 6:15pm

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

Apologies: None

In attendance: Ruth Gregory – clerk (RG)

Rebecca Kaufman (RK), Stephanie Deuchars (SD)

Governing Body functions:

Ensuring clarity of vision, ethos and strategic direction of the school

Holding the Headteachers to account for the educational performance of the schools and their pupils

Ensuring the sound, proper and efficient use of the school's financial resources

GC: Governor Challenge

A: Answer

No 22/2 3	Item	Action
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PART A – Governance

9.1	<p>Welcome</p> <p>The Chair opened the meeting at 6:15pm.</p> <p>A reminder was issued of the importance of confidentiality.</p> <p>He welcomed both Becky Kaufman to the meeting as part of her transition to the interim head of the school from September and Stephanie Deuchars who attended the meeting as a prospective parent Governor.</p>	
9.2	<p>Apologies and determine whether absences should be consented to</p> <p>None</p>	
9.3	<p>Declaration of business interests</p> <p>JG worked for a virtual school.</p>	
9.4	<p>Notification of any urgent business</p> <p>A finance meeting earlier had raised questions regarding the cost of school meals which would be brought as an agenda item to be discussed at the next meeting.</p> <p>The cost would rise by approximately 11% in September to cover the increase in costs and was expected to be £3.47. JB reported that the increase would then have been 32% in 15 months.</p> <p>RC explained that the North Yorkshire subsidy was being withdrawn and the cost for FSM for Key stage 12 and Pupil Premium would not be covered.</p> <p>GC: SB asked whether it was possible to purchase from another supplier as MATs do?</p> <p>A: Yes, it would be an option but difficult as unlike High schools who provide a number of meals the school does not have a large buying power to obtain competitive rates.</p> <p>Comment: The school needs to find smarter purchasing options.</p> <p>GC: SD asked if the school had considered other funding streams?</p>	RG

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	<p>A: Unfortunately, charities do not subsidise school meals as this is the responsibility of the Local Authority not funding streams</p> <p>RK informed the governors that there was a lot of wastage.</p> <p>GC: Is this due to the standard of the meals?</p> <p>A: No, for example the vegetables are mixed together and if a child does not like one of the vegetables, then they will not eat any. They might not like fish but will choose the fish option in order to have chips.</p> <p>Comment: Perhaps it would it be possible to buy in meals and save the cost of staffing. The SBM is looking at a number of options to consider at the next meeting.</p> <p>She would also determine whether there would be any penalties for terminating the contract for the provision of school meals by North Yorkshire.</p>	
9.5	<p>Approve minutes from the meeting on May 15th.</p> <p>The minutes of the FGB meeting held on 15th May 2023 were circulated to all governors prior to the meeting.</p> <p>Amendments:</p> <p>RC had joined the meeting at 7.00pm</p> <p>8.12 The PTA and not the school had applied for funding from the Co-op.</p> <p>There was a typing error and the name on the Confidential minutes was incorrectly spelled.</p> <p>Approval: - with the above amendments, the minutes were deemed as a true record.</p>	
9.6	<p>Matters Arising</p> <p>The risk assessment for the tunnel had been completed but unfortunately the tunnel had gone missing from the Highways depot but they are currently sourcing another for the school.</p> <p>GC: LG asked if the changes in writing on the curriculum were on track.</p> <p>A: Gemma Wall and the SLT had worked hard and now had a long term term strategy for 2023/24 for writing in the school.</p> <p>GC: Would this involve changes in the timetable.</p> <p>A: No, the week's timetable for writing will continue as it currently does.</p>	
9.7	<p>Correspondence</p> <p>There had been no correspondence.</p>	
9.8	<p>Governor training</p> <p>No training had been completed.</p>	
9.9	<p>Finance Outturn</p> <p>Finances continue to be monitored, there are no changes in the outturn.</p>	
Part B School Improvement		
9.10	<p>Link Governor Reports</p> <p>LG is due to visit the school later in the week.</p> <p>Some dates for SB to visit the school and report back on Humanities taught at the school were to be arranged.</p>	

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9.11	External Reports John Banks had visited the school as a follow up to his November visit re Early Years. Verbal feedback from the visit had been very positive and the level of development in nursery and reception was good. EYFS led by Gemma Wall showed good support and time spent with borderline children was beneficial. The GLD was low the previous year due to the cohort but is expected to show an improvement at the year end. A written report will be forwarded to the school shortly.	
9.12	EDA Visits Lindsay Miller had visited to assist in the interim head teacher appointment, and advising on the recruitment of a head teacher.	
	Part C - Other	
	Resources: Staffing/Premises The finance meeting had discussed grants available re energy efficiencies. Some windows at the school will be replaced over the summer. There had been problems with phones at the school over Friday and Monday as a server box in the ICT suite was not working properly, rebooting the system had helped. The Health and Safety advisor from North Yorkshire had not visited the school but the Governors thought that risk assessments should be updated by September.	
9.13	Policies for Review Restrictive Intervention Policy: existing policy for review Use of CPOMS - existing policy for review Visitors and Visiting Speaker policy – existing policy for review - not available, to be reviewed at a later date DBS – replacement of existing policy with revised NYCC policy Lettings Policy – Existing policy revised due to NYCC changes also the Hire charges need to be agreed the going rate seems to be £10 per hour outside £15 inside- NB we do not currently have any paid for hire Capability Policy – Existing policy for review no changes on it Development policy- Existing policy for review no changes on it GC: Are staffed trained in de-escalation? A: All staff were trained in Team Teach level 1 in January which uses turn and guide, they are not trained in physical restraint. GC: Is there a formal record of any incidents? A: Yes a log is kept in the head's office. GC: Should the staff be trained in physical restraint? A: No, the school feels it is safer to use the talking and guiding policy as physical restraint is likely to be dangerous and may exacerbate the situation. RC would consider Level 2 training but felt that the staff worked as a team to dissolve any issues. GC: RC was asked if he attended all incidents. A: The majority, all staff carry radios and he is aware of incidents. The TA's know the children and have individual behaviour plans for some children. The Governors decided that an addendum be added to the policy that physical restraint was not deemed necessary and the school's justification for this. CPOMS a governor noted that some of the names should be updated and the review date.	SBM

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	<p>Lettings policy relevant previously when summer camps had been held at the school. The youth group currently use the field once a week but are not charged as this is a community use.</p> <p>Visitors and Visiting Speaker policy – existing policy for review - not available, to be reviewed at a later date</p> <p>The remaining policies were passed as they were standard North Yorkshire Policies.</p> <p>KW stated that the curriculum on the website required updating.</p>	<p>SBM</p> <p>SBM/RG</p> <p>RC/SBM</p>
9.14	<p>Safeguarding/Child Protection</p> <p>The Head reported that there were 2 pupils who were looked after and 2 still under child protection. There are 6 children in need from two families and 2 children are in long standing social care. There are concerns about one new pupil but social services are aware.</p> <p>The school is continuing to give continuity to vulnerable children in the school.</p> <p>GC: Last month a child had been referred to Social services regarding a report of interference is this ongoing? A: Yes, other things were found when investigated. GC: Are you satisfied with the contact from social care? A: Yes, the follow up to referrals is good. This is not as strong when there is a change of social worker who then does not understand the family dynamics.</p>	
9.15	<p>Attendance</p> <p>8 letters have been sent to parents of consistent absentees. 4 are at legal stage 1 and 2 on legal stage 2 – the system is strictly followed.</p> <p>Nationally persistent absenteeism is at 19%, here the school is at 20%.</p> <p>There are still a number of children from the travelling community who are not continually in school which affects the figures.</p> <p>Letters sent to SEN children often see an improvement from about 69% to 84% attendance.</p> <p>GC: Is absenteeism related to health? A: Yes, sometimes this can be for hospital appointments or because of anxiety.</p> <p>The school supports the children by allowing late starts, early leaving, change of groups and work with parents to determine the underlying causes. The children are nurtured in the sunshine room, the TA's know the children and help them to talk through the issues.</p>	
9.16	<p>SEND</p> <p>There are 5 EHCP children waiting for appointments with an educational psychologist. Another 6 plans are in the process of being written.</p> <p>5 children are leaving the school, 2 in year 6 and the others are transferring to special alternative schools.</p> <p>Early years identify children needing EHCPs. In nursery conversations are held about the need for plans and parents are made aware of the school's concerns. The school starts to draw up plans which it can follow whilst the children await Paediatric appointments which is often about 18 months.</p>	

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9.17	<p>How has this meeting impacted on the welfare and progress of our pupils?</p> <p>The board was made aware of attendance at the school. The verbal report re Early Years has been shared. The Intervention and Restraint policy has been discussed in detail.</p>	
9.18	<p>AOB</p> <p>Details and dates for the recruitment of a new Head were confirmed. A number of interested candidates had been shown round the school. 28th June Closing date for applications. 11th July Shortlisting. 17/18th July interviews.</p> <p>Some grants had been obtained for the school towards the Outdoor Space. £10K and £3.5K. An additional grant from North Yorkshire County Council was anticipated.</p> <p>The Chair asked Stephanie if she would be happy to join the Governors as a parent Governor, which she confirmed – SM would start the process of a DBS check for the school and give her access to Governor information.</p>	
9.19	Discussed in Confidential Minutes - Staffing structure next year	
	<p>Date of Next Meeting</p> <p>The meeting previously arranged for 10th July has been changed to</p> <ul style="list-style-type: none"> Tuesday 18th July @ 6.15pm in order that Sats results due on 11th July can be reported on and the results of the recruitment can be made known to all Governors. 	

There being no other business the Chair closed the meeting at 7.31pm

Actions Arising	
RG	School meals on next Agenda
RC/RK	Check if follow up re school phones required
RC/SBM	Policies and website update as required Visitor and Speaker policy on next agenda
SM/SBM	Start school DBS check for SD and give access to Governor information

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