



Minutes of Thirsk Community Primary School Governing Board on Wednesday 22 June 2022 at 6:15pm

Present: Richard Chandler – Head (RC), Jenny Buck (JB), Jane Grainger (JG), Gemma Wall (GW), Stuart Mountford - Chair (SM),

Apologies: Charlotte Pearson (CP), Rachael Pearce (RP), Lesley Miller (LM), Lisa Garthwaite (LG), Lucy Minican (LAM)

In attendance: Jane Jackson – clerk (JJ)

No 21/22	Item	Action
PART 'A' – Governance		
10.1	Welcome The chair opened the meeting at 6:20pm	
10.2	Apologies and determine whether absences should be consented to Apologies had been received and consented to from CP, RP, LM, LG, LAM.	
10.3	Declaration of business interest JG works for a virtual school.	
10.4	Notification of any urgent business A document had been circulated to governors prior to the meeting regarding the Year 6 residential trip to Peat Rigg in 2023. The head explained that this year's trip had been a positive residential experience and represented good value for money compared to other residential centres. He proposed that Pupil Premium funding be used to provide a reduced cost for next year's trip so that those pupils would be asked to pay £100 over 10 months, rather than the total cost of £191 plus £21.81 travel. GQ – Were all safety procedures in place, taking into account that this centre was a commercial rather than local authority venue? A – Yes. The head explained that all trips of this kind were approved through NYCC Evolve, who check the suitability of the venues. Peat Rigg were an approved provider through these checks, and the school had also assured that all insurances were in place. The proposed use of Pupil Premium funds to reduce the cost of the trip to £100 for Pupil Premium children was agreed by governors.	
10.5	Approve the minutes from 9 May 2022 The minutes of the Full Governing Board (FGB) meeting held on 9 May 2022 were circulated to all governors prior to the meeting. GQ – Had the Senior Leadership Team (SLT) work on the new curriculum taken place? (9.6 Correspondence p.4-5)	

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	<p>A – Yes it had. A new curriculum plan, “Super Scholars” had been devised by the SLT. Initial staff training had taken place with another session to follow this term.</p> <p>GQ Had maths changed as part of the plan?</p> <p>A – Maths had been working well with a clear and embedded structure to lessons. There had been more change to reading and writing, creating a more equal balance between the two. English leadership was also being brought together under one leader, rather than being split into phonics, spelling, reading and writing.</p> <p><u>Approval</u> - The minutes were deemed as a true record.</p>	
10.6	<p>Matters Arising</p> <p>The head updated governors regarding staffing changes. Due to a combination of factors there would be significant changes to staffing at the end of the school year. These factors included the falling number of pupils on roll, the impact of fuel costs on staff travelling to work, and the impact of an intense few years after being graded Requires Improvement, Covid and an Ofsted inspection.</p> <p>Three teachers, a teaching assistant, and a member of the office staff would be leaving due to the factors previously mentioned as well as personal reasons. A decision had been made to appoint an Early Career Teacher (ECT) for a full time role rather than to have a job share role. As a result, current staff would not have the opportunity to increase their hours. This decision had caused some upset among staff, however when additional hours had previously been advertised internally there had only been one applicant, and increasing current staff hours would have caused difficulties with logistics and cover.</p> <p>GQ – Would there be any formal complaints from staff?</p> <p>A – This was not expected, as no staff had lost their job or hours.</p> <p>The Head outlined the staffing plan for September 2022 as follows: EYFS – Gemma Wall Year 1 – Rebecca Kauffman Year 2 – Kate Rimprey Year 3 – New ECT Year 4 – Michelle Burrell Year 5 – Sarah Collier Year 6 – Sarah Kirkman</p> <p>GQ – Would the position in the Office be advertised?</p> <p>A – This would be covered by the other three staff currently working in the office. It was felt that due to the reduced number of children and parents at the school, the office could run with this number of staff.</p> <p>A governor commented that there would be a big loss to PE as Ms Trenholme had done a great amount for sport in school. RC would be revisiting all staff subject responsibilities, and would be covering PE himself.</p>	
10.7	<p>Correspondence</p> <p>Letters of resignation had been received from staff members discussed under 10.6</p>	

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10.8	Governor Training There was no training to report.	
10.9	Finance Outturn This had been looked at by finance governors. There was still a deficit of £37k however staff changes had improved the financial situation so this figure may change. GQ – Had pupil numbers been confirmed for the next school year? A – Yes, there had been a slight increase and there would now be 15 children starting in Reception in September.	
PART 'B'- School Improvement		
10.10	External reports A YEAT (Yorkshire Endeavour English Hub) report had been received and shared with JB.	
10.11	EDA Visits There had been no visits. A planned safeguarding visit had been rearranged to 7.07.22 due to illness. Lindsay Miller, education advisor, would be completing a visit about data in July.	
10.12	Feedback from Link Governors JB had visited to look at writing. Overall it was a very positive picture however consistency was still an issue and few lessons had been uploaded to be looked at. Marking was improving but needed more time to become embedded. The issue of fine motor skills in young children was an issue that needed to be considered as work on this required adult support and therefore allocation of resources. Increased time for a move towards independent writing was showing an improvement. GW reported that there was improved marking and spelling in books and that changes being made were becoming embedded. A spelling whole-school plan was in development and time for spelling was being built into the Super Scholars programme. RC added that additional training time for staff on spelling would also be required so that there was the same clarity as staff now had with phonics and reading. Spelling would feature on the School Improvement Plan for the following year. JB also raised the issue of sufficient reading books for EYFS and Year 1. These would cost around £300. Action – GW to send proposal for purchase to RC JG had visited school to look at the Single Central Record with Andrea. They had checked the register and looked at any changes and this would be repeated at regular intervals.	GW
10.13	Share external reports This was duplicated on the agenda in error and was covered under 10.10	
PART 'C' – Other		
10.14	Premises The head reported on work to be done in school over the summer holidays:	

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	<ul style="list-style-type: none"> The oldest mobile classroom would be removed during the first week of the holidays and would take around ten working days. All children would be in the main building from September. Painting and decorating would be taking place in the corridors and the hall. Two new interactive whiteboards would be installed in Year 1 and EYFS. <p>RC had held a meeting with Lisa Wilson from Hambleton District Council regarding the multi-use games area (MUGA). Lisa would be looking into funding opportunities for this. Funding was available through charitable grants, the football foundation, 106 development funds, and the Police Commissioner's Fund.</p>	
10.15	Health and Safety There had been a visit from Sarah Charters on Monday 20 th June and the report had not yet been received. During the visit she had mentioned some small concerns: <ul style="list-style-type: none"> The height of the rear fence at certain points was low and could allow access to school from the Millennium Green. The staffroom door should be locked due access to hot water, sharp cutlery etc. The use of adult scissors in classrooms had been discussed. Trip hazards had been discussed. 	
10.16	Pupil Premium/Sports Premium Pupil Premium had been discussed under 10.4 and there was nothing further to add.	
10.17	Policies There were no policies to approve.	
10.18	Safeguarding/Child Protection Two children were currently at Child Protection and were remaining on plan. One child was at Child in Need. One child was with the Healthy Child Team. Six children were working with Team Around Family. Five children were working with Early Help. Two children were having weekly youth mentor meetings. There had been some incidences with some older children. Things were busy but stable.	
10.19	How has this meeting impacted on the welfare and progress of our pupils? <ul style="list-style-type: none"> Governors had heard about the progress made with English and Super Scholars Staffing for the next school year had been discussed. Funding arrangements for the Peat Rigg residential trip had been agreed. 	
10.20	AOB There was no further business	
10.21	Confidential staffing/school updates These were minuted accordingly.	
10.22	Date of next meeting Monday 11 th July 2022	
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'.		

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There being no other business the Chair closed the meeting at 7:30pm.

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