



**Minutes of a meeting of the Local Governing Body of Croft Church of England Primary School held in school on Tuesday 14th June 2022 commencing at 4.00pm.
(Meeting was postponed from 24th May due to Ofsted visit)**

Be happy: aspire, believe, achieve

Core Functions of GB:

- **Ensure clarity of vision, ethos and strategic direction**
- **Holding the Head Teacher to account for the educational performance of the school and its pupils, and the performance management of staff**
- **Overseeing the financial performance of the school and making sure its money well spent**

Actions list:

- **Write to Parish Council regarding fence**

Opening Prayer – The Vice Chair opened the meeting with a prayer.

Present: A Russell (ARu) (Chair), J Clarke (JCI) (Vice Chair), (S Robson (SRo) (Head Teacher) (HT), D Blenkharn (DBI), N Bleasby (NBI), K Billington (KBi),

Apologies: N Potts (NPo),

In Attendance: S Watson (LA Clerking Service)

Minute No.		Action and time scale
LGB 48/22	<u>Apologies for absence and to determine whether any absences should be consented to.</u> N Potts Agreed: That the apology be accepted and consented to	All
LGB 49/22	<u>To remind governors of the need to declare interests, pecuniary or non-pecuniary.</u> Agreed: No interests declared	All
LGB 50/22	<u>To determine whether any part of the proceedings should be treated as confidential.</u> Agreed: Discussion regarding Ofsted to be treated as confidential.	All
LGB 51/22	<u>Notification of urgent other business</u> Agreed: No urgent other business	All
LGB 52/22	<u>To approve as a correct record the Minutes of the meeting held on 22nd March 2022</u> (circulated via TEAMS prior to the meeting) The Chair	

Signed

Chair

	confirmed Governors read and invited comments/queries. No comments/queries received. Agreed: That the minutes of the meeting held on 22nd March 2022 be signed by the Chair as a true and accurate record of the meeting	All Chair
LGB 53/22	<u>To consider matters arising from the minutes and for which there is no separate agenda item.</u> Impact of the March meeting - Governors suggested and agreed the following impact from the previous meeting: <ul style="list-style-type: none"> • Presentation by J Conway demonstrated the impact of 1:1 iPads on teaching, learning and pupil progress • Discussion of the introduction of curriculum milestones. Governors will know that pupils are learning more and remembering more • The completion of all the actions as a result of the Safeguarding Audit provides reassurance to governors that pupils are safe. Agreed: No further matters arising from the Actions list for which there are no separate agenda items	All
LGB 54/22	<u>Date of next meeting</u> Agreed: Tuesday 12th July 2022 at 4.00pm in school	All
	PART 'B' – FINANCIAL	
LGB 55/22	<u>To review latest Financial Reports</u> (Reports available on TEAMS prior to the meeting) The Chair informed reports for March and April were available on TEAMS. <ul style="list-style-type: none"> • Budget 2022-23: First draft budget discussion The first draft of the budget is on Teams to review, and the Chair reminded Governors to email any questions or queries to her. An initial proposed deficit of £43,000 had been reduced to £10,000. The budget would be sent to the Trust Board for approval. Agreed: Governors to review and email any questions to the Chair <ul style="list-style-type: none"> • Monitoring Reports – March 2022 The large deficit seen in the previous monitoring reports, due to an error in Out of School Club income, has been reduced by the HT's additional work at Richmond. • Building Improvement Plan – on Teams A draft approval plan is available on Teams to review. It contains a general list of works to do. Governors confirmed that it is positive to have an oversight of what is needed. The CIF bid was unsuccessful for the fire alarm and kitchens again. 	All

Signed

Chair

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	<p>The Chair confirmed to Governors that no bids from trusts have been approved. The Trust is looking into the option of appeal. There are no funding opportunities through CIF now for fencing.</p> <p>Q. Are we going to talk about fencing? A. Yes, in Health and Safety.</p> <ul style="list-style-type: none"> • Installation of high speed broadband <p>The school is due an installation of high speed broadband. Currently the broadband does not have capacity so it will need to be upgraded for all services to be cloud based, and all the iPads can be hosted at the same time. There are some government grants available, but the school will still need to pay £2,000 towards this.</p> <p>Q. Can the school help the village with broadband? A. No. The village has one voucher per property.</p>	
	<p>PART ‘C’ – SCHOOL IMPROVEMENT</p>	
<p>LGB 56/22</p>	<p><u>School Development Plan, SEF & SIAMS update including GB Development Plan</u> (available on TEAMS prior to the meeting) Agreed: To be discussed with the Head Teacher Report</p>	<p>All</p>
<p>LGB 57/22</p>	<p><u>Report of the Head Teacher including</u> (available on TEAMS prior to the meeting) The Head Teacher confirmed Governors read/receipt and invited comments/queries.</p> <ul style="list-style-type: none"> • Covid Update <p>1 staff has been absent, but no further issues so far.</p> <ul style="list-style-type: none"> • Admissions <p>Additional admissions to the school – 1 in nursery, 1 in Year 1 and 1 in Year 4. The school lost 1 pupil in Year 3 as they moved out of the area. There are 2 new pupils joining this week, including a sibling – nursery, Reception and Year 3. There were previous issues with the limit of numbers of KS1. In September, the projected numbers are 100 pupils without nursery, 105 including nursery. 2 EAL pupils are performing really well in Maths, just some difficulties with communication and social aspects. Funding is available for the EAL pupils, but it takes a while to be received.</p> <ul style="list-style-type: none"> • Attendance <p>1.23% under the national of 4.5%. Still under the revised Covid figure of 95%. Ofsted were willing to overlook attendance. There is 1 pupil with a history of long-term sickness.</p> <p>The HT noted that there has been an increase in holiday requests in the school, the same can be seen in Richmond. More work is needed to work with</p>	

	<p>parents on the importance of attendance and the impact of absence. The HT informed Governors that Stockton pay for an Attendance Officer to manage all the attendance issues and willing to fine parents on behalf of the school.</p> <p>Q. Would SATs results be affected by missing exams due to holidays?</p> <p>A. Yes and it has happened. There has been excuses of leave for a wedding, then pupils are away for 2 weeks. Some families have requested time away due to trauma. The Trust can do more to support the schools, some simple things like if there needs to be more than 6 weeks advanced warning to be authorised. The school is trying to refuse all holiday requests. The Trust could write to parents about attendance issues.</p> <p>Q. Could we share an Attendance Officer with the rest of the Trust?</p> <p>A. The HT will ask the Trust.</p> <p>The Governors expressed their support to the HT to go to the Trust for attendance issues. There has been some improvement with lateness and persistent absences. Teachers phone parents regularly to get the focus on individual cases. HT is looking forward to being a presence in the playground in the morning again.</p> <p>Q. Can there be a class prize for attendance? Include it in the Newsletter?</p> <p>A. This is difficult as often it is not the pupil’s fault. Focus on a personalised approach until it gets to a certain point where nothing is improved.</p> <p>Q. Could have an attendance award?</p> <p>A. Possibly, but if pupils are absent due to illness then it could be upsetting for them. Could possibly remove any who are absent due to illness.</p> <p>The HT noted that people are going back to their lives and being rushed again. Parents hit the staggered starts during Covid.</p> <ul style="list-style-type: none"> • Jubilee <p>There was really positive feedback at the event, but no comments came into the school following the event.</p> <ul style="list-style-type: none"> • Catch Up Funding <p>£400 catch-up funding post-Covid for tutoring, but school needed to pay a further £400 and training was extensive. The school has £1,100 to use in 22-23, but it will not go far if tutoring sessions cost £25/30 per session.</p> <p>Q. Could we not use a member of staff?</p> <p>A. No, need to go on extensive training so it was not worth it previously.</p> <ul style="list-style-type: none"> • EHC 	
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	<p>There are now 3 pupils on a EHC plan.</p> <ul style="list-style-type: none"> • Staffing <p>J Conway has passed his NPQML qualification. The HT confirmed that the research completed in his studies has moved the school forward, and the school will look to use research more for school development.</p> <p>The HT has appealed to staff for a SENCO within the school, rather than currently purchasing SENCO time a day a week. If the SENCo qualification is completed, the HT is looking into adding wording into the contract that the appointee needs to stay in the position for a set time or pay the money back for the qualification as it is a considerable cost.</p> <p>L Lancaster has resigned, the HT expressed hope that she will stay involved with supply work. SIAMS is due next year or the year after. Shortlisting is to begin 2 weeks tomorrow; it is on a temporary contract on a 1 year basis.</p> <p>The school is proposing to link up locally with bigger schools next year to work as a cluster together.</p> <p>Q. Has there been any response from parents about Lucy?</p> <p>A. No, but the announcement was sent out on Friday.</p> <p>The HT and Staff Governor noted that there was an article in the paper about staff shortages, especially staff staying in post more than 5 years.</p> <p>The HT has confirmed that he will take on any feedback from the staff survey around Wellbeing and Workload.</p> <ul style="list-style-type: none"> • Data <p>There are some predictions, but it is best to wait for the end of term results. The number of pupil concessions for Y6 SATs were high. The HT is going to get the 3 year average results for the Governors to review.</p> <p>Phonics and Year 4 Multiplication checks are underway now. There can be concessions for pupils. LA made a monitoring visit during SAT week, which went very positively. 1 pupil was absent from SATs due to holiday.</p> <ul style="list-style-type: none"> • SEF and SDP <p>The plan for next year is being developed and tweaked. The staff and Governors have provided really useful suggestions and input. The HT wants to focus on research-based approach and experienced staffing. The school wants to take this opportunity to be the 'Gem of the Trust' and be a pilot school using research-based approaches.</p> <p>The Governors have formally expressed their thanks to Kate Banks, for the incredible job she does and</p>	
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	<p>want it noted how fortunate the school is to have her especially with the HT being out of the school.</p> <ul style="list-style-type: none"> • Development Plan <p>The HT is looking into training the pupils to be media experts and get their involvement in the school website by creating videos and becoming media-rich. It will work on accuracy and oracy and will allow pupils to learn the stages needed to produce a high quality piece of work. The Governors expressed their positive feedback about this idea. KBi confirmed that it would make the website real to the pupils and link them back to the school, in addition to teaching online safety.</p>	
<p>LGB 58/22</p>	<p><u>Curriculum</u> Agreed: To be discussed with the Head Teacher Report</p>	
<p>LGB 59/22</p>	<p><u>To review Governor Monitoring Schedule Spring Term and receive reports:</u> (Reports available on TEAMS prior to the meeting)</p> <ul style="list-style-type: none"> • KBi visited NBI EYFS <p>Q. Has there been any children who haven't passed Year 1 phonics? A. Yes, only one pupil and by a small margin. They are having extra support and on track to pass next time.</p> <p>Q. Do nursery follow the Little Wandle scheme? A. Yes and it has been updated. There are videos for staff to watch and activities to complete in class. Behaviour has really approved in nursery.</p> <ul style="list-style-type: none"> • JCI visited RE <p>Q. Can the teacher be supported to develop Diocesan scheme for RE? A. The teacher had to do a lot of work to teach RE following the Diocesan scheme. The workplan from Understanding Christianity was really practical and laid out. We will look into getting support with this.</p> <ul style="list-style-type: none"> • JCI visited Music <p>Q. How do we encourage more pupils to join the Choir? A. No longer have a Choir now. The Trust song is really good, the HT will look into using that to get pupils back into a Choir.</p> <ul style="list-style-type: none"> • The Chair visited the Dragon's Den session <p>Q. Could opportunities be used to promote public speaking? Gaining confidence and presenting to an audience A. HT will put it into the Development Plan</p> <ul style="list-style-type: none"> • Lunchtimes <p>Could staff possibly have lunch with different classes on occasions?</p>	

	<ul style="list-style-type: none"> • Friends of the School <p>Looking to relaunch the group in September. There was a good turnout for the raffle with £500 raised. The community is starting to notice the benefit and focus on the school more.</p> <p>There has been an addition to the monitoring form. Governors need to check that pupils can read and access the knowledge of what they are learning about.</p>	
LGB 60/22	<p><u>To review Safeguarding</u></p> <ul style="list-style-type: none"> • SCR check <p>This went extremely well</p> <p>There are no issues with Safeguarding. There has been an online safety incident where pupils have copied a video that they had done in school and put it on their own Whats App group between the pupils. Discussions have been had around the implications if the video moves off Whats App.</p> <p>During playtime some pupils heard foul language from a resident. The Community Police dealt with the situation.</p>	
LGB 61/22	<p><u>Correspondence from the Dales, DfE and Diocese</u></p> <p>No update from the Dales, DfE and Diocese</p>	
LGB 62/22	<p><u>To ratify the following policies</u></p> <ul style="list-style-type: none"> • Equalities Objectives – approved and adopted 14/06/2022 	
LGB 63/22	<p><u>To review Governor Performance and Training</u></p> <p>Agreed: Nothing to discuss</p>	
	<p>PART 'D' – HEALTH & SAFETY</p>	
LGB 64/22	<p><u>To review Health and Safety</u></p> <ul style="list-style-type: none"> • Fencing <p>Health and Safety Link Governor has reviewed options, a contractor is visiting the school on Thursday to quote. The Trust is behind the school. DBI explained to Governors where the fence should go around the school, rather than just the perimeter. DBI described his visit to Alnwick school and their use of electronic gates, each classroom having access to an external door. DBI explained that the Health and Safety Advisor commented that someone with 'qualifications' needs to make the decision for the school.</p> <p>Q. Would a fence just around the perimeter not be suitable?</p> <p>A. The HT is aware of the community and parking issues, and wants to keep the good will.</p>	

	<p>Children use the playing field during holidays, a perimeter fence would lock children out. Q. Could we contact the Parish Council on why the fence needs fixing and the safeguarding risk it poses? A. Yes, good idea.</p> <ul style="list-style-type: none"> • Tree Removal <p>The tree has been removed and a new one of the same variety has been planted.</p>	
	<p>PART ‘E’ – OTHER BUSINESS</p>	
LGB 65/22	<p><u>To deal with any matters agreed for consideration</u> Agreed: No matters agreed for consideration</p>	
	<p>PART ‘F’ – PERSONNEL</p>	
LGB 66/22	<p><u>To review staffing</u> Agreed: Nothing to discuss</p>	
LGB 67/22	<p><u>Staff Health and wellbeing</u> The Chair commented that she hopes that staff are not feeling too disheartened after the inspection. The Staff Governor stated that staff did feel negative afterwards but are feel better this week. They know it is not the result they deserve.</p>	
LGB 68/22	<p><u>Impact of the meeting</u> Agreed: All to bring suggestions to the next meeting</p>	

Meeting closed at 5.55pm