

THE GOVERNING BODY OF A ROBERTTOWN CE (VC) JUNIOR AND INFANT SCHOOL

Minutes of a meeting of the Governing Body held at School at 6.30pm on Wednesday 6 July 2022.

PRESENT

Mrs M Hoole (Chair), Mrs C Cockerill, Mrs S Goodall, Mrs S Laycock-Smith, Mr J Pickles, Mrs C Scott, Rev S Wallace-Jones, Mrs H Wells and Mrs L Wood.

In Attendance

Mrs C Hall (Minute Clerk)
Mrs K Hydes (Governor Designate)

Reverend Wallace-Jones opened the meeting with a prayer.

Item	Minutes	Action
105. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST	Apologies for absence were received from Mrs E Bolt, with consent. There were no declarations of interest.	
106. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS	No items of other business were raised.	

Item	Minutes	Action
<p>107. EARLY READING BRIEFING (Minute 57 refers, 31 March 2022 meeting)</p>	<p>Miss N Wiles joined the meeting and distributed copies of her presentation on Early Reading to Governors. Mr J Pickles joined the meeting at 6.45pm.</p> <p>The presentation addressed the following points:</p> <ul style="list-style-type: none"> * Why is early reading important? * What is systematic synthetic phonics and when is it taught? * Recent changes to phonics programmes * 'Little Wandle Letters and Sounds Revised' reading and phonics programme <p>The Chair invited Governors' questions.</p> <p>Q: Has the changeover gone smoothly and how have children adapted? A: The changeover has gone smoothly and children have adapted well, especially Reception children, who are flourishing. Little Wandle is not as interactive as the previous scheme, there are no actions or songs, so it could seem rather dry but there is no cognitive overload issue, which is a positive aspect for some children.</p> <p>Q: What about higher ability children? A: There are many ways to access reading and alternative reading books to challenge them.</p> <p>Q: What about information for parents? A: We could offer workshops going forward.</p> <p>Mrs Cockerill reported her very favourable observations of reading around school during her recent visit and suggested school could display reading scheme books/packs in the library at open evening for parents to see. There were reading areas, books to share, books to read for pleasure, stickers for reading, sharing books with an adult - both reading with an adult and being read to by an adult, such that a child's reading record was only the tip of the iceberg. The breadth and depth of reading should be shown off and promoted.</p>	

Item	Minutes	Action
	<p>It was noted that e-books could be accessed from tablets, PCs and mobile phones.</p> <p>Q: Are more resources required to support reading? A: Yes, particularly to support Year 2 children.</p> <p>Governors supported the suggestion of ordering further reading resources now ready for September.</p> <p>The Chair thanked Miss Wiles for her informative update. Miss Wiles left the meeting.</p>	<p>Head Teacher to check re digital access to e-books</p>
<p>108. EQUALITY BRIEFING (Minute 72 refers, 31 March 2022 meeting)</p>	<p>Mrs E Baker joined the meeting and circulated copies of her presentation on Equality to Governors.</p> <p>The presentation covered the following aspects:</p> <ul style="list-style-type: none"> * The Equality Act 2010 - a consolidated source of discrimination law * The nine protected characteristics and school's responsibility to teach children about the characteristics * What Ofsted will consider in assessing equality and diversity in school <p>Mrs Baker detailed the school's approach to the following areas in her presentation:</p> <ul style="list-style-type: none"> * Quality of education for disadvantaged/SEND pupils * Effectiveness of school policies and procedures regarding equality * Consistent treatment of pupils by staff * Positive and respectful school culture * How safe pupils and staff feel at school, protected from bullying, harassment, abuse and violence (online and offline) * Effective safeguarding * Engaging families and communities in supporting pupils' education * How equality and diversity is promoted 	

Item	Minutes	Action
	<p>* Effectiveness of training, so everyone can understand their role in promoting equality and diversity</p> <p>* How equality and diversity is monitored and performance improved</p> <p>The Chair invited questions.</p> <p>Q: What is Jigsaw in connection with PSHE? A: Jigsaw is a scheme for teaching PSHE throughout school. It forms part of the school's positive and respectful culture.</p> <p>Q: What is Northorpe Hall? A: Northorpe Hall provides a range of mental health and emotional support services to children and young people across Kirklees, as well as a range of parent workshops.</p> <p>Q: Should parents be made aware of such workshops? A: Yes, there are open invitations to general sessions through the Community Hub, with local schools working together to reduce/remove social disadvantage.</p> <p>The Chair thanked Mrs Baker for her comprehensive update. Mrs Baker left the meeting.</p>	
109. REPRESENTATION	<p>The following reappointments of Governors were noted:</p> <p>Mrs Suzanne Goodall, Co-opted Governor (Staff), with effect from 1.8.2022</p> <p>Mrs Caroline Cockerill, Parent Governor, with effect from 30.07.2022</p>	

Item	Minutes	Action
110. MINUTES OF THE MEETING HELD ON 25 MAY 2022	RESOLVED: That the minutes of the meeting held on 25 May 2022 be approved and signed by the Chair as a correct record.	
111. MATTERS ARISING	<p>(a) <u>Governor Designate (Minute 87(a) refers)</u></p> <p>Ms Hydes advised that her DBS check had gone in and she awaited a response.</p> <p>(b) <u>Co-opted Governor application (Minute 87(b) refers)</u></p> <p>Mr Pickles had received an application from a potential co-opted governor and he would pass the form to the School Business Manager.</p> <p>(c) <u>Educational visits (Minute 100 refers)</u></p> <p>It was noted that most of the scheduled visits had taken place.</p> <p>The Chair gave a vote of thanks to Mr Pickles for offering to lend his school's minibus and it was noted that Mrs Wood held a licence that permitted her to drive the minibus.</p> <p>(d) <u>Register of Governors' Business Interests (Minute 101 refers)</u></p> <p>Governors noted that their Business Interest forms required completion.</p>	Mr Pickles to pass Governor application to the SBM
112. REPORTS FROM COMMITTEES	<p>(a) <u>Resources Committee: 28 June 2022</u></p> <p>Governors noted that the draft minutes of this meeting had not yet been received.</p> <p>The Committee Chair, Mrs Cockerill, reported as follows:</p>	

Item	Minutes	Action
	<ul style="list-style-type: none"> * There had been a positive impact following the caretaker's change of shift pattern * No policies had been reviewed * The cost of utilities was forecast to rise from £9k to £35k, compared with the current budget of £14.5k * Sports Premium funding had been confirmed * There were no red flags arising from the Health & Safety report * Support would be required for a Reception child with SEND from September * There was a query with the Land Registry regarding freehold of the bungalow on site and this had been escalated with support from Cllr Hall <p>(b) <u>Standards & Effectiveness Committee: 28 June 2022</u></p> <p>Governors noted that the draft minutes of this meeting had not yet been received.</p> <p>The Committee Chair, Mr Pickles, highlighted the following points:</p> <ul style="list-style-type: none"> * Phonics development would continue next year * The school's KS1 data looked promising compared with national and LA data * Writing moderation had shown 100% accuracy * A review had been carried on the Assessment Policy 	
113. SPORT PREMIUM BRIEFING	This item was deferred to the next meeting.	
114. FINANCIAL MANAGEMENT & MONITORING/BUDGET REPORT	<p>A copy of the finance report had been circulated to Governors prior to the meeting.</p> <p>Governors were invited to ask additional questions; there were no additional queries at this time.</p>	

Item	Minutes	Action
115. SAFEGUARDING	<p>The Head Teacher referred to her safeguarding report, which had been circulated to Governors prior to the meeting, and highlighted that children's use of social media was increasing. The school's filters showed searches made and the IT technician blocked inappropriate searches.</p> <p>Q: Could we organise an online safety session for parents? A: Yes, although there has been limited interest from parents previously. The school sends out information at least once per term from Parent Zone and on specific issues as they arise.</p> <p>Q: Has the Anti-Bullying Policy been updated? A: The Behaviour Policy has been updated. The Anti-Bullying Policy will be reviewed over the summer break.</p>	
116. SCHOOL VISION STATEMENT	<p>Governors were advised that the Diocesan representative had suggested a shorter School Vision Statement to reflect the school as an organisation. Governors discussed the suggestion made and agreed on the following:</p> <p>“As Good Samaritans we all strive to achieve in God's ever-changing world, working compassionately together to nurture honesty, resilience and curiosity.”</p>	Chair and Head Teacher to write to parents about new Vision Statement and arrange for it to be displayed in entrance.
117. PARENT CODE OF CONDUCT POLICY	<p>Governors were referred to the Parent Code of Conduct Policy, which had been circulated prior to the meeting and was recommended as an important policy for schools to adopt.</p> <p>Q: Does this policy fit with what we do? A: Yes, it fits with what we do and we need to adopt it formally.</p> <p>Q: As Governors how do we keep staff safe? A: This policy is part of our approach and is common across public services. The plan is to send the policy out to parents at the start of the autumn term 2022.</p>	

Item	Minutes	Action
	<p>RESOLVED: That the Parent Code of Conduct Policy be approved.</p>	
<p>118. SDP PRIORITIES</p>	<p>The Head Teacher advised on significant areas that were the school's development priorities for 2022/23:</p> <p>The Teaching and Learning Policy was important for understanding how children learn, how to prevent cognitive overload and to focus on what it was important for children to know.</p> <p>Outcomes and catch-up: pupil progress data would highlight specific areas and children requiring support and focus from staff.</p> <p>EYFS was under ongoing development, with a change of staff this year and building on the Little Wandle phonics scheme. The school had a new Science Lead and the development of Foundation subjects would continue.</p>	
<p>119. KLP VISIT (Minute 94 refers)</p>	<p>The Head Teacher reported on topics discussed at the KLP's visit: Governors' Ofsted preparations, updating phonics and the curriculum on the website, the school SEF and the Ofsted call plan. The KLP had been impressed with Governor involvement in the school and used the description "a good Governing Board".</p> <p>The school's KLP would be changing from Fiona Denham to Mike Whitfield from 2022/23 and there would be one KLP visit per year in January.</p> <p>Q: Does the KLP change every year? A: No, the KLP doesn't change every year. Kirklees had lost some staff in this area and a number of working head teachers had been appointed as associate KLPs. A school could let the LA know if there were concerns about the working relationship.</p>	

Item	Minutes	Action
120. SPENBOROUGH COOPERATIVE TRUST	<p>The Spenborough Co-operative Trust was bringing together areas of strength and aspects for development into a Trust development plan.</p> <p>The academisation agenda seemed to be increasing, however as a church school Roberttown could only join a church academy.</p> <p>Currently the school did not gain significant support on school improvement via Spenborough Co-operative Trust. The Trust development plan was being developed to address this.</p>	
121. ACADEMISATION/ MULTI ACADEMY TRUSTS	<p>The Head Teacher reported that academisation was coming to the forefront of ongoing school developments, particularly with the Diocese and a new MAT.</p> <p>Q: What was the perspective now, four years on from a MAT presentation to the school?</p> <p>A: Heads reported a positive impact from membership of the Learning Accord MAT but there had been widely differing experiences in different MATs. It was considered preferable to make our own choice and to retain autonomy as a Head Teacher and as a Governing Body.</p> <p>Governors agreed to monitor and await further developments.</p>	
122. GOVERNOR TRAINING AND GOVERNOR VISITS	<p>Visit reports by Mrs Hoole and Mrs Bolt had been circulated to Governors in advance of the meeting.</p> <p>Mrs Cockerill requested a meeting with the Bursar for Resources Committee preparation and with the Head Teacher and the Bursar to participate in reviewing the financial reports in detail.</p> <p>The Head Teacher agreed to co-ordinate Governor visits regarding Reading, Curriculum, RE and Health & Safety from September 2022.</p>	Head Teacher to co-ordinate Governor visits for next term

Item	Minutes	Action
123. EDUCATIONAL VISITS	<p>The Head Teacher reported that three of the scheduled visits had taken place.</p> <p>Year 6 children had enjoyed their visit to Winmarleigh, demonstrating impeccable behaviour. Years 3, 4 & 5 had visited Bradford Industrial Museum, where they had learned about weaving (Y3), printing and "minding your Ps and Qs" (Y4) and the Victorian classroom (Y5). Reception had enjoyed Tropical World.</p> <p>The Y1 & Y2 visit to Fairburn Ings was yet to take place.</p>	
124. REGISTER OF BUSINESS INTERESTS	<p>Governors noted that completion of their Governor Business Interest Form for 2022/23 was required.</p> <p>The Head Teacher would send Governors a link for completion of their individual declarations of business interests.</p>	Head Teacher to send a link to Governors for completion of their declarations
125. ANY OTHER BUSINESS	There were no items of other business.	
126. DATES OF NEXT MEETINGS AND POSSIBLE AGENDA ITEMS.	<p>RESOLVED: That the next meetings of the Committees be dealt with at the September meeting of the Governing Body.</p> <p>RESOLVED: That the next meetings of the Governing Body be held at 6.30pm at the school as follows:</p> <p>Thursday 29 September 2022 Thursday 1 December 2022 Monday 6 February 2023 Tuesday 21 March 2023 Thursday 18 May 2023 Wednesday 5 July 2023</p>	School/Kirklees Governor Clerking Service

Item	Minutes	Action
127. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY	RESOLVED: That no part of these minutes be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act. The Chair closed the meeting at 8.30pm.	