

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

Minutes of the meeting of the Governing Body held at 6.30 pm at the School on Wednesday 5 July 2023.

PRESENT

Mrs M Hoole (Chair), Mrs V Farrell, Mr J Pickles, Mrs C Scott, Mrs L Wood, Mrs L Bolt, Mrs S Goodall.

In Attendance

Ms E Kilner (Minute Clerk)

Item	Minutes	Action
114. APOLOGIES FOR ABSENCE, CONSENT AND DELARATIONS OF INTEREST	Apologies for absence were received from Mrs C Cockerill, Mrs H Wells and Reverend S Wallace-Jones, all with consent. There were no declarations of interest.	
115. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS	The items below were notified to be raised under any other business: <ul style="list-style-type: none"> • Questions from HR • Ratification of the proposed staffing structure 	
116. MINUTES OF THE MEETING HELD ON 18 MAY 2023	RESOLVED: That the minutes of the meeting held on 18 May 2023 be approved and signed by the Chair as a correct record.	
117. MATTERS ARISING	There were no matters arising.	

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118. REPORTS FROM COMMITTEES	<p>(a) <u>Standards & Effectiveness Committee: 27 June 2023</u></p> <p>Mr J Pickles updated the meeting:</p> <ul style="list-style-type: none"> • The focus of the meeting was to review data. • Early Years Phonics had a 94% pass rate which was very pleasing. • School had LA moderation for Year 2. Reading was in line with FFT 50. • Writing was a key area of focus for the school. • Year 6 Writing and Science was in line with FFT 50. <p>(b) <u>Resources Committee: 27 June 2023</u></p> <p>Mrs C Scott updated the meeting:</p> <ul style="list-style-type: none"> • The focus of the meeting was the Budget 2023-24. • Staff Fixed Term Contracts were also discussed. 	
119. SAFEGUARDING	ACTION: The Safeguarding Link governor to arrange a visit to school to take place before the end of the summer term.	Safeguarding Link Governor
120. WELLBEING AND MENTAL HEALTH	<p>Mrs L Wood updated the meeting as follows:</p> <ul style="list-style-type: none"> • The Chair noted how well the school and staff managed bereavement in school. • Mrs S Laycock-Smith (Head Teacher) will return to school on a phased basis before the end of the summer term. • Reverend Sally Wallace-Jones has visited school to speak with staff and pupils. The report of the visit had not yet been received but verbal feedback was positive. Staff did feel supported and listened to and children knew who to speak to in school and who to go to for support. This was very positive. <p>Q. Do we need to consider governor Wellbeing and Mental Health? Everyone has very busy lives and governors do give up a lot of time to support school?</p> <p>A. Yes this should be considered.</p>	

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	<p>Q. How is staff wellbeing? A. It has not been a nice time but all staff have worked well together as a team.</p>	
<p>121. FINANCIAL MANAGEMENT AND MONITORING/BUDGET REPORT</p>	<p>The Financial Report for the Governing Body dated 6 July 2023 had been circulated before the meeting.</p> <ul style="list-style-type: none"> • At the end of period 2 there was an overspend of £6k. • The budget shows a deficit of £37k for the full financial year. The deficit was due to support staff salaries and the impact of early return from maternity leave. • The LA required a balanced budget over 3 years. <p>Q. How has maternity leave been covered? A. The cover was by an ECT on a lower salary.</p>	
<p>122. PLACE PLANNING INFORMATION</p>	<p>Mrs L Wood circulated Planning Area 19: Liversedge data and updated the meeting:</p> <ul style="list-style-type: none"> • In general, the trend was for a decline in primary school pupil numbers. • Reception pupil numbers for the Liversedge area were predicted to be stable for 2023-24. 	
<p>123. SCHOOL SELF EVALUATION UPDATE/SDP PRIORITIES</p>	<p>Mrs L Wood updated the meeting:</p> <ul style="list-style-type: none"> • Subject Leaders had made significant progress on Curriculum Development. The Curriculum had been refined to identify key pieces of information and key vocabulary for each subject. Building blocks were in place for the next unit of work. • Staff had looked at the Feedback and Presentation Policy and the effectiveness of feedback and balance to teacher workload. The Policy would be brought to the full Governing Body for approval when finalised. • Attainment and progress by year group was summarised. 	
<p>124. MONITOR RECOVERY PREMIUM FUNDING</p>	<p>Mrs L Wood updated the meeting. The School Led Tutoring Report 2022-23 was circulated.</p>	

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	<ul style="list-style-type: none"> • This funding was to close the gap after Covid and was for KS2 support. • Support was needs led identified in Pupil Progress meetings. • There was a variety of intervention type and length depending on need covering Phonics, Reading and Maths. • Data was summarised. • Children on SEN support made progress within their own targets from their My Support Plan. • All SEN support pupils were boys. • Girls made better progress than boys. • 1 out of 3 Pupil Premium children achieved Expected. • 18 of 26 pupils receiving Rapid catch-up for phonics had exited the programme. <p>Q. Is all of the funding spent now? A. Yes.</p> <p>Q. Do we think we will receive more funding this year? A. We do expect some catch-up and Tutor led funding this year.</p> <p>Q. Do we know why girls made more progress than boys? A. It could be due to the level of girls' maturity. Quite a lot of the boys are SEN. The boys may be more disadvantaged / vulnerable but not Pupil Premium. This is a more 'hard to reach' parent group.</p>	
125. UPDATE ON EVALUATION OF A GOVERNING BOARD'S EFFECTIVENESS	<p>The Chair discussed the approach to Evaluation of the Governing Board's Effectiveness and approaches that could be taken.</p> <p>ACTION: The Key Governor Self Evaluation form to be circulated to all governors for review and discussion at the September full Governing Body meeting.</p> <p>It was noted that an Ofsted inspection was expected to be no later than January 2025 but not before January 2024.</p>	All

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126. SPENBOROUGH CO-OPERATIVE TRUST	<p>It was noted that the last Trust meeting had been cancelled.</p> <p>A Trust Head Teacher away day had taken place. The Trust was looking at how it could more effectively work together on School Improvement, SLT Support, Moderation and opportunities to pool resources.</p>	
127. ACADEMISATION / MULTI ACADEMY TRUSTS	<p>The Chair updated that a letter had been received from the Diocese to ask if the school would like a presentation from a MAT. This option would not be progressed at this point in time due to the school's involvement with the Spenborough Co-operative Trust.</p> <p>Governors noted that the school did need to be proactive in their approach to academisation.</p> <p>Academisation would remain as an agenda item.</p>	
128. GOVERNOR TRAINING AND VISITS	<p>Mrs C Hoole noted training that had been carried out for the Church:</p> <ul style="list-style-type: none"> - Church First Aid training - Safeguarding - Food Hygiene - Booked on Mental Health training. 	
129. EDUCATIONAL VISITS	<p>Mrs L Wood summarised Educational Visits:</p> <ul style="list-style-type: none"> - Years 3, 4 and 5 went to the Royal Armouries. - Reception had visited Tropical World and Roundhay Park today. - Year 1 and Year 2 would visit Lotherton Hall next week. - A residential trip for Year 5 was planned for 25 / 26 September 2023 to Castleton – Lucil Hall. 	
130. ANY OTHER BUSINESS	(a) DELETED – See Minute 132	

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	<p>(b) DELETED – See Minute 132</p>	
131. DATES OF NEXT MEETINGS AND POSSIBLE AGENDA ITEMS	<p>RESOLVED: That future meetings of the Governing Body and Committees be scheduled as follows:</p> <p>Full Governing Body meetings to take place at 6.30pm at the school on:</p> <ul style="list-style-type: none">• Wednesday, 20 September 2023• Thursday, 30 November 2023	

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	<ul style="list-style-type: none"> • Tuesday, 30 January 2024 • Thursday, 14 March 2024 • Wednesday, 22 May 2024 • Monday, 1 July 2024 <p>Resources Committee meeting to be held at the school on:</p> <ul style="list-style-type: none"> • Tuesday, 16 November at 6pm (Decide start time of following meetings). <p>Standards Committee meeting to be held at the school on:</p> <ul style="list-style-type: none"> • Monday, 9 October at 6pm (Decide start time of following meetings). 	
132. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY	RESOLVED: That Minute 130 be excluded from the copy to be made available at the school.	

The Chair closed the meeting at 8.10pm.