

Gargrave C.E (V.C) Primary School

Governing Body

Minutes of Meeting of the Full Governing Body

Date and Time: 22nd March 2023 at 6pm.
Location: Gargrave Primary School

Present: Sarah Peel, Natalie Dawson, Jane Ellis, Jane Dallas and Reverend Andrew Steer
Karen Taylor joined remotely for agenda item 12.
Reverend Andrew Steer left the meeting at 7:30pm

Clerk: Sallie Wareham

1. Welcome and Prayer:

The chair opened the meeting of the Gargrave C.E (V.E) School Governing Body at 6.00pm on 22nd March 2023. Jane Dallas led an opening prayer.

2. Apologies for absence:

Apologies received from Tom Finch, Chris Cowgill and Claire Davey. Reasons for absence were consented. Governors noted that Chris Cowgill has sent apologies for all 3 meetings since his election as parent governor.

3. Declarations of interest for items on the agenda:

None

4. Identification of confidential items to be excluded from public minutes:

Item 8, part of item 9 and item 12 have been recorded in the confidential minutes file.

5. Identification of urgent items to be included on agenda:

None

6. Formal approval of minutes from 23rd January 2023:

The minutes of the meeting held on 23rd January 2023 were unanimously approved as a correct record of that meeting and signed by the Chair. These minutes can now be published on the website.

ACTION SCHOOL OFFICE

7. Matters arising from previous meetings not covered elsewhere in the agenda:

None

8. Academisation overview

This item is included in the confidential minutes.

9. Headteacher Report

The full report from Sarah Peel is available on TEAMS and was available to board members prior to the meeting.

Staffing within Triangle Club has been increased by the appointment of an assistant for two afternoons each week. Jane Ellis agreed to follow up with the manager, the impact of this change.

ACTION JANE ELLIS

Governors were pleased to note a small improvement in overall attendance since the previous meeting. Gargrave School is still above the National attendance average. School staff are working hard with children who have poor attendance.

Mrs Dawson and Mrs Carson have attended Phillip Webb's writing CPD course.

Q. Has it been shared with the rest of the staff?

A. During the inset day in April, they will cascade their knowledge to staff.

Q. What impact has the training had on pupils?

A. It has only been a few weeks since the training, but children are already writing more. Staff have got good ideas ready to roll out.

Sarah Peel reported on some recent opportunities to engage with parents and shared positive feedback from: Parents evening, Mother's Day event, Year 5 charity event and a Young Voices concert in Manchester that a group of pupils took part in.

Data was presented to governors showing % of pupils who read 5 times a week. There is an encouraging trend in reading for pleasure, demonstrated by the number of weeks that classes achieved over 80%.

Q. Are these reading statistics having a positive impact on attainment data for reading?

A. The 5 reads a week doesn't necessarily translate into higher reading scores in class. The headteacher explained that children's reading *will* improve if they enjoy books and get opportunities to read high-quality books.

The attainment data was presented and scrutinised. It was noted that the school has a higher than national average percentage of children with SEND and this impacts on the figures. The headteacher has identified actions to address gaps and the action plan was shared with governors.

Governors discussed the year 6 outcomes and considered the contributing factors that were adversely affecting this cohort. It was noted that the class struggles with resilience and motivation to keep going when facing challenges. This is likely to impact on numbers achieving greater depth in the summer, when results are published.

Q. There is a high level of SEND in year 2 and year 6, what kind of adjustments will be required for the administration of SATS?

A. Some of the children will require a quiet place to take the tests and others will require one:one support throughout. Individual needs will be considered and met in full to ensure each child has the best possible chance of achieving their personal best.

Governors asked the headteacher to benchmark the school figures against the national averages rather than self-imposed targets which are higher. This will give governors an accurate picture of Gargrave children against national levels of attainment.

Governors noted the high levels of progress made from KS1 to KS2.

Office staff have completed the Information Governance review with Veritau. There are 3 high priority items on the action plan and these will be dealt with as soon as possible. The action plan will be reviewed again by governors during Autumn 2023. **ACTION SCHOOL OFFICE**

Governor's support was sought for the SATS admin for W/C 8th May 2023. **ACTION ALL GOVERNORS**

Governors completed a book scrutiny of Science and Geography. They noted the high-quality work completed during the recent Science week, where the Crest Award was attained by the school. There is clear evidence in books of the knowledge gained by children between the start and end of blocks of teaching.

The remainder of this item is included in the confidential minutes.

10. School Improvement Plan

The strategic priorities for the school have been set by the governing body and shared with the school community. Governors present at the meeting reviewed the key priorities and aims for 2022/23.

Governors were pleased to note that they had seen clear evidence of staff and children working towards the strategic goals during visits and monitoring. These will be reviewed again during the summer term.

The year 6 children will be taking part in a Police initiative this half term at Eshton Grange called "Crucial Crew". The Police engage supportively with young people to challenge them to keep safe and make good choices as they reach secondary school age and inevitably get more freedom. The project mirrors the PHSE lessons in school and supports the Mental Health and Wellbeing aspects of the curriculum.

11. Premises and Health and Safety

The NYCC HANDS team report was available to governors before the meeting. The detailed premises inspection has highlighted 11 high priority actions, and these are ongoing.

Jane Ellis has applied for Grant funding for the Hopkins Library landscaping works. No responses yet to report.

12. Finance

This item is included in the confidential minutes.

13. Review Governor training and development

There is one vacancy on the board for a parent governor. The school has had no response to the January governor recruitment and will continue to try and attract applicants. JE will write a short note to parents as a follow up from the successful parents evening and Mother's Day events. **ACTION JANE ELLIS**

Chris Cowgill was appointed as governor with responsibility for monitoring Health & Safety.

Jane Ellis was appointed as governor with responsibility for monitoring Pupil Premium

Governors were invited to attend a virtual briefing by the Diocese regarding the new SIAMS inspection framework. Jane Ellis has booked a place and will feedback during next meeting. **ACTION JANE ELLIS**

14. Reports on Governor Visits

Jane Dallas has completed a visit to Oak class.

Jane Ellis has completed a visit to Sycamore class.

Jane Ellis has completed a visit to Apple class.

Jane Ellis and Rev Andrew Steer have completed a joint visit to Willow class.

Tom Finch to book in visit dates for Ash class and Maths monitoring.

15. Safeguarding

The DSL has completed Operation Encompass training. This is a new expectation and enables the school to get an e-mail alert where pupils have witnessed domestic violence at their home and the police have been involved.

The Educational Visits Co-ordinator (EVC) has attended update training and group leaders have attended up-date training. The major change is that residential have now to be authorised by the Local Authority.

16. Policies for review and approval:

The following policies were reviewed and after discussion and questions were adopted:

- Data Protection Policy
- Records Management Policy

17. What has been covered that impacts directly on our vision?

- Governors work together to make the ethos and culture of the school inclusive: through their willingness to make adaptations to support learners individually.
- By reflecting on data, governors have committed to understanding the successes and challenges faced by learners at Gargrave Primary School.
- Governors are clear and focused on the strategy of the school and are committed to continuing with research into academisation.
- Feedback that recent outreach to engage families has been successful and that relationships between staff and families are harmonious is evidence of good quality home : school partnerships.

18. Any other urgent business previously identified

None

19. Dates of future meeting

Future meetings will be held on the following dates:

Monday 15th May 2023 *note new date

Wednesday 12th July 2023 *tbc as test data has been delayed.

Close of meeting

Chair closed the meeting at 8:30pm