

Gargrave C.E (V.C) Primary School

Governing Body

Minutes of Meeting of the Full Governing Body

Date and Time: 18th April 2024 at 6pm. (Rearranged from 24th April 2024)
Location: Gargrave Primary School, Willow Classroom

Present: Sarah Peel, Jane Ellis, Natalie Dawson, Jane Dallas, Tom Finch, Reverend Steer, Claire Davey, Chris Cowgill and Gavin Smith.

Clerk: Sallie Wareham

Rachel Holme, Maths curriculum lead.

Karen Taylor, FMS team – joined the meeting remotely for the duration of item 10.

1. Welcome and Prayer:

The chair opened the meeting of the Gargrave C.E (V.E) School Governing Body at 6.00pm on 18th April 2024.

Governors joined Jane Dallas in prayer.

2. Apologies for absence:

All members were present at the meeting.

3. Declarations of interest for items on the agenda:

None

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

It was agreed that parts of items 10,11 and 14 would be recorded in the confidential minutes file.

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

None were identified.

6. Formal approval of minutes from 31st January 2024:

The minutes of the meeting held on 31st January 2024 were unanimously approved as a correct record of those meetings and signed by the vice 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:

The HT confirmed that governors can access “Analyse School Performance” (ASP) using their governor email address.

8. Reports and Curriculum Focus

Governors welcomed Rachel Holme, Maths Leader, and received her report. The school’s approach to teaching Maths was presented.

Mrs Holme spoke in detail about the benefit of Learning Walks and provided a verbal overview of her written report.

The curriculum scheme used in year groups from year 1 – year 6 is called “Maths; no problem”. Support from the Maths hub is ongoing, providing valuable peer support.

Reception children follow the White Rose Maths scheme of Mathematics work.

Mrs Holme explained the challenge of teaching Maths in a mixed age class. The curriculum is delivered so that children learn in small incremental steps. The maths topic for year 3 may be different to the topic for year 4 and so the class teacher is delivering two lessons simultaneously. School has responded to these difficulties by creating capacity to teach the children in their defined year groups during maths lessons.

Mrs Holme introduced governors to the National Centre of Excellence in Teaching Maths (NCETM) and a Mastering Number (trial) project for developing multiplicative thinking. This is being delivered in year 4 and 5 and is taught for 5-10 mins at start of each lesson, teaching Times Table facts and helping pupils to learn strategies for instant recall.

See next steps were identified and shared with governors including:

- Continuing to deliver KS1 & KS2 MNP units in the Summer Term.
- Continuing to deliver EYFS white Rose Maths units.
- Prep for year two SATS.
- Prep for year six SATS.
- Prep for year four multiplication check.
- Pupil Voice at the end of the year.

Governors thanked Mrs Holme for her time and detailed report.

Jane Ellis has visited in March with a focus on reading and phonics. Her monitoring report is available in TEAMS. She was pleased to note that children are using the outdoor library at least once a week.

Jane Dallas will visit in April with a focus on writing.

Tom Finch will visit in June with a focus on Maths.

Jane Ellis will visit in May with a focus on SEND, meeting with the SENCO.

Jane Ellis will meet with the English lead in July to focus on reading and phonics.

Pupil Voice will be carried out by Jane Ellis and Jane Dallas in June with a focus on safety, PHSE, curriculum, wellbeing, and safeguarding.

Claire Davy will visit in July with a focus on Pupil Premium.

Reverend Steer will visit this term with a focus on RE.

Claire Davy was appointed to complete a website audit.

9. Governing Body training and development

The Clerk's report to governors regarding the findings from the Skills Audit Questionnaire was received and noted.

Governors were signposted to the TEAMS folder, where further reading and training were available.

Succession planning was discussed. CD agreed to undertake HT Appraisal training. **ACTION CD**

Members of the governing body were reminded that the diocese is offering training sessions over the year. The training is held online, in the evening, for 1 hour.

14th May 2024 Monitoring the Impact of your Vision.

2nd July 2024 HT Appraisal

Booking can be made online with ESP via the school office and the sessions are foc.

10. Finance

Finance papers were made available to governors ahead of the meeting. Questions were invited.

School Financial Value Standards (SFVS)

SFVS is an annual review of the measures in place to ensure financial competence and adherence to procedures. This review and its findings must be sent the Local Authority by 31st March.

Governors ratified the decision made via email to approve and send the final version of the document.

Governor Question: Has there been any improvement in the accurate tracking of energy expenditure?
A. The Bursar reported that that she has resolved all the billing issues with the supplier of electricity (school has no gas). The budget set for energy was generous and as costs have fallen and the correct billing is now in place there is an underspend.

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

11. Headteacher Report

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

The governors reflected on Church School Distinctiveness; being a community of learners, who work with Love, Peace, and Hope. The Good Samaritan is the core liturgy as the school believes this reflects who they are within the community.

Governors volunteered to join a school trip to visit a Jewish Synagogue, and a Hindu Temple on 20th May.

Governor's support was sought for the SATS admin for W/C 13th May 2024. **ACTION ALL**

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

12. Safeguarding

Crucial Crew was attended by year 6 and promotes positive messages across a whole range of personal, social and health education topics.

Being safe on the Internet was a theme of a day through 'Safer Internet Day' resources. This curriculum is ongoing, and parents are sent the monthly newsletter about internet safety.

The PCSO has visited to speak to children about road safety.

The HT continues to monitor issues and concerns using CPOMS.

13. Premises and Health and Safety

HANDS have completed a report following the recent visit where they reviewed the paperwork and records held and maintained by school. The report overall was very positive, with only 5 actions identified: four high and one medium. These will be reviewed during the next visit. The HT assured governors that actions have been completed except for lock-down drill, which will be practiced with staff during a staff meeting.

Training has been booked for staff including lone working and fire awareness.

The school Emergency Plan has been updated and is available in the TEAMS folder for governor information.

14. Academisation overview

This item is included in the confidential minutes.

15. Policies for review and approval:

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

- Restrictive Physical Intervention
- Behaviour
- Collective Worship

16. Any other urgent business previously identified

None

17. How have we impacted on our vision?

- Celebration of the strength of Maths within school.
- HT report noted strengths of the school community and the wider curriculum.
- Governors have approved a balanced budget for 2024/25, despite financial pressures.
- Supporting sporting achievements; building resilience
- Healthy mind/Wild explorers. Opportunities for outdoor learning being used to the maximum extent possible.
- Focus on the whole child.
- Interfaith trip to enhance cultural capital for pupils.

18. Dates of future meeting

Future meetings will be held on the following dates:

Wednesday 22nd May 2024

Monday 15th July 2024

Close of meeting

The chair closed the meeting at 8.25pm