

Gargrave C.E (V.C) Primary School

Governing Body

Minutes of Meeting of the Full Governing Body

Date and Time: 15th July 2024 at 6pm.
Location: Gargrave Primary School, Sycamore Classroom

Present: Sarah Peel, Jane Ellis, Natalie Dawson, Chris Cowgill, Rev Steer, Jane Dallas and Gavin Smith.

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 15th July 2024.

Jane Dallas led the governors in prayer.

2. Apologies for absence:

Consented apologies were received from Tom Finch and Claire Davey.

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 the following items would be recorded in the confidential minutes file:

Item 8

Item 12

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

Three additional items were raised:

The timing of the Teacher Training days was questioned. In response, the HT explained that three out of the five days are recommended by the Local authority. The school has the authority to allocate the other dates. There is an option to disaggregate training days, at the discretion of the HT. These days are offset against twilight training.

Bungalow letting agent fees were queried. The governors agreed to undertake a competitive tendering exercise to establish if the current fees represent best value for money. **ACTION GS**

Governors asked if the school has a Parent Teacher Association (PTA). The HT confirmed that there is a PTA, however it is inactive at present and the school will attempt to recruit new volunteers in Autumn.

6. Formal approval of minutes from 22nd May 2024:

The minutes of the meeting held on 22nd May 2024 were unanimously approved as a correct record of those meetings 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:

- The Diocese have re-appointed Jane Dallas as a Foundation Governor. JD is duly appointed for a further four-year term of office, until 25th June 2028.
- The results from the staff wellbeing Survey were received and noted. The outcomes were largely positive. The HT has taken on board the feedback relating to communication and belonging. Governors asked the HT to invite staff to share their views again in the new academic year, during the September training day.
- Governors noted the DfE consultation on the changes to the RSHE statutory guidance.
- Governors noted the new requirement for a School Music Development Plan.
- The pre school meal service is ready for launch in September. The SLA has been signed by both parties and the school kitchen are looking forward to providing meals to another local provider.

8. Academisation overview

This item is included in the confidential minutes.

9. Reports and Curriculum Focus

Jane Dallas has visited to meet with the Senior Education Adviser on 24th June. She shared her verbal report with governors.

The HT confirmed that Mrs Dawson will take on the role of writing lead during the maternity leave of the substantive leader and Mrs Rigby will take on the role of reading and phonics lead.

ND updated governors on the outcomes of the recent SEND parental questionnaire results. There were only 2 responses from the parents, which makes the analysis difficult. School has responded to parents who did provide feedback.

Jane Ellis has met the SLT for the end of year review, focussed on reading and phonics. Her written report has been shared with governors.

Pupil Voice has been carried out by Jane Ellis, Gavin Smith and Jane Dallas with a focus on safety, PHSE, curriculum, wellbeing, and safeguarding. Governors shared how impressed they were with the children's confidence and ability to share with adults how they feel about their school. The year 6 children were particularly engaged and able to recall their highlights from their time at Gargrave Primary School. There was positive feedback from the children regarding the behaviour management and staff response to bullying.

Children spoke about their enjoyment of the wider curriculum subjects; PHSE, Art, PE and RE were all identified by the each of the year groups.

Kindness was highlighted by the children as a key attribute of everyone at Gargrave Primary School. Children were able to identify that the school is a faith school and that it is distinct from other schools.

Governors asked the HT to pass on thanks and positive comments to staff.

Claire Davy has completed a visit in July with a focus on Pupil Premium. The three-year plan was reviewed and updated with the HT during the visit.

The new RE syllabus has been launched to school leaders. Mrs Dawson attended the event and has cascaded the curriculum changes to the staff team. Lee talbot from the Diocese has supported with the changes and suggested resources for staff.

Claire Davy has completed the website audit. Her written report has been shared with the school business manager who is completing the actions.

The Sports Premium impact report will be circulated by email to governors for approval during the next meeting. The report is a statutory requirement and must appear on the website. **ACTION HT**

10. Governing Body training and development

The LA training schedule for 2024/25 was shared with members of the governing body.

Succession planning was discussed for leadership roles within the governing body, so far no-one has volunteered to take on the role of chair or co-chair

11. Finance

The June monitoring statements were made available to governors ahead of the meeting. Questions were invited.

Governors noted that £6,000 additional income has been received from a SAS claim for maternity leave. There was also additional income from an insurance claim of £2512.

The report detailed additional expenditure on staffing of £12,627

The overall impact is an improvement from the start budget position of £20,579.

The LA have arranged a meeting with the bursar and HT to review the financial position of the school.

12. Headteacher Report

The full report from Sarah Peel is available on TEAMS and was available to governing body members prior to the meeting. She provided a verbal summary of her written report, and questions were invited.

Curriculum

Mrs Dawson has visited a HART school with an identical class structure. They are making their curriculum available to purchase and the HT confirmed that she is going to purchase this as it will enhance resources that are available to staff.

Pupil Data:

Outcomes from statutory testing were received and celebrated:

Results in EYFS are strong and there are 82% of children achieving a good level of development
100% of year 6 children met the expected standard in reading, with 8 of the 13 children achieving greater depth.

Year one and two have strong results across tested subject areas.

62% of year 4 children achieved full marks in the multiplication check.

Improvements in the number of children achieving greater depth in writing in year 6

The HT will adapt and share the grammar punctuation and spelling SATs paper and share with governors. **ACTION HT**

Q: Is the Oak class teacher getting enough time out of class to undertake leadership responsibilities and SENDCO time?

A: It is not always easy to get enough time out of class, however, it is an ongoing priority, and the HT is seeking ways to best utilise the external teachers, such as dance and music to relieve teaching staff and cover for non-contact time.

Q: What are the reasons given for the persistence in not attending school?

A: There are two children, and the school are in regular contact with parents and external services, such as NHS to improve attendance.

Q: What is being done to encourage the child who struggles with change, where this impacts on school attendance?

A: Different strategies to support this pupil are ongoing. Staff are liaising with home, adjustments to timetable are common.

Q: Do the LA give any feedback or rationale about how they arrive at their decisions regarding SEND funding?

A: There is a lack of feedback on banding allocation, which staff feel is wasteful of SENDCO time. There is a lack of resources at the LA and nationally to support children who have SEND. Staff and governors are frustrated that there is insufficient money to support pupils.

Parent Voice Outcomes

There were 20 responses received from parents and carers.

The responses were positive and those that responded took the time to add comments to elaborate on their answers. The HT has met with a parent who shared a concern on their questionnaire response.

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

13. Safeguarding

The HT continues to monitor issues and concerns using CPOMS.

There were no other updates.

14. Premises and Health and Safety

The catering inspection outcomes were received and noted.

15. Policies for review and approval:

None

16. Any other urgent business previously identified

No additional items were identified other than those already discussed during agenda item 5.

17. How have we impacted on our vision?

- Positive SATS results.
- Pupil Voice indicates that children feel supported to achieve.
- Parent Voice received in greater numbers.
- Pupil behaviour during sports day and the school production was outstanding.
- Discussions around the wellbeing of staff highlight governor commitment to staff.
- Governor focus on pupils.
- Impact of work on writing and reading for pleasure are starting to be reflected in results.
- Progress towards academisation.

18. Dates of future meeting

The next meeting will be held on Wednesday 25th September 2024 at 6pm

Close of meeting

The chair closed the meeting at 8.25pm