

**NORTH YORKSHIRE COUNTY COUNCIL
CRAYKE CHURCH OF ENGLAND PRIMARY SCHOOL GOVERNING BOARD**

**Meeting of the Full Governing Board
20th March 2023, 6.00pm
At school
MINUTES**

Present:

Head teacher:	Judi Jackson	(JJ)
Foundation Governor:	Julie Cater	(JC)
	Lucy Wilshaw	(LW)
Co-opted Governor:	Hugh Porter	(HP)
	Elly Dawson	(ED)
	Barbara Lunn	(BL)
	Vicki Griffin	(VG)
Staff Governor:	Claire Walsh	(CW)
Parent Governor:	Pete Wilson	(PW)
	James Champion	(JCh)
Local Authority Governor:	Edgar Seligman	(ES)

In Attendance Claire Twigg (Clerk) (CT)

Apologies: Richard Swann

ACTIONS FROM MEETING 20.03.2023

Point	Subject	Action	By whom
1	ED governor term ending	Review EDs co opted governor term at the next meeting	HP/Clerk
2	Ofsted Training course	HP to share information from course with governors	HP
3	Prevent Training	JJ to share link wth governors and governors to complete and notify Mrs Bacon when done	All

Minute	Details	Action
1.	<u>Opening Prayer</u> LW opened the meeting with a prayer.	
2.	<u>Welcome and Apologies for absence</u> Apologies were received from Richard Swann which received consent.	
3.	<u>Declaration of Interests</u> Nothing declared.	
4.	<u>Confidential agenda items</u> HP asked governors to flag any confidential items that arise as the meeting progresses.	

5.	<u>Minutes of the last meeting & Matters arising including review of actions</u> The minutes from the the last meeting were agreed as an accurate record and signed by the chair and passed to JJ for filing in school.			
	Point	Subject	Action	Update
	1	Agreed minutes from last meeting	To be amended as agreed and forward to HP for signing then filing in school	Actioned
	2	ES Link gov report from July	To share with governors	Actioned
	3	Carousel CP training	Governors to complete and advise Mrs Bacon when this has been done. JJ to share link with gov.	Actioned
	4	First Aid Policy	Make agreed amendments and checks	Actioned
	5	Website	Governors to flag any amendments to JJ	Actioned
	6	Reception places 2023	To highlight in newsletter, facebook and nursery groups as agreed	Actioned
6.	<u>GB membership-</u> to consider Hugh's position as a co-opted governor (due to end 01/06/2023) HP reported that he intends to step down as Chair in the summer. He would then work with a new Chair and Vice Chair for one year. Governors agreed to extend HPs term as a co opted governor until 31 st August 2024. EDs co opted post to be considered at the next meeting in June.			Clerk
7.	<u>Committee Reports: PP&F 16 March (Hugh)</u> JC reported that the committee had reviewed the financial projections and JJ and Mrs Bacon had managed to make a number of savings. HP reported that school had started the year with £94000 in reserve. This has reduced and will continue to do so over the next two years. Budget will be brought to full governors in June for ratification. HP thanked JJ and Mrs Bacon for all the work done to make savings. JC reported that supply costs could increase. The committee looked at potential spends for solar panels on the roof. HP is looking into this. HP gave an update on other energy savings that have been made. ES asked about servicing costs for the solar panels. HP reported that batteries would be an additional cost potentially as a second phase. The committee also covered SFVS which has now been submitted. Looked at NYCC buy back process and uniform benchmarking. IT cloud storage / new server on site - Awaiting quotes for these options. The committee also plan to review the IT support received. The committee also reviewed staffing, premises, cleaning and catering monotroing reports as well as the Business continuity plan. SIC are meeting this Thursday.			

8.

Subject Link Governor Reports: Subject Link Governor Reports:
EYFS(James)

JCh reported that school are trying out a new lesson planning scheme. Caroline had reported that it was working well for DT in apple class. White Rose is working well for Maths. JCh observed Caroline delivering a Maths lesson. Children joining in vocally. Storytime linked to the topic work this term. JCh explained the use of 'I can' statements. JCh saw how Maths resources were utilised. Spring term assessments on phonics showed good progress. Handwriting books were reviewed and good progress seen. The importance of rest was discussed during the visit, JJ confirmed this had been highlighted in the newsletter. JJ added that posters have been displayed around school about drinking enough water and the teachers are signposting the children to drink.

English/Phonics(Pete)

PW reported a good visit. Overall was seeing the maturity of the 'little wandle' scheme and it becoming embedded within the curriculum. Staff are more confident with the scheme. Visited 3 settings. Year 1 / 2-looking at tricky words. Reception – Witnessed the fast paced reading back of words. Year 5 /6- rapid catch up session of reading with TAs. There was an overarching feeling from children to learn and improve.

Maths(Edgar)

Visit was used to get a sense of how the new white rose scheme had settled. ES reported that on the whole it has settled. There are some issues which are still being sorted such as mixed year group teaching of maths, white rose maths have stated that they are working on this area. Staff are working hard and children have responded well and are enjoying Maths more now. The curriculum is accessible and understandable. Visited oak class, ES explained the lesson structure of the mixed class. JJ added to this, explaining how teachers design the lessons. ES stated that schemes of work are tailored to year groups rather than levels and then there are levels within the year groups. ES had undertaken pupil voice. Also visited beech and apple class. All very positive and children were engaged. A discussion took place around the scheme for higher and lower achieving children.

PW asked about collaboration and shared experiences between staff. JJ stated that this has not been formalised but there is an ongoing dialogue between staff.

CW explained how the younger year groups is more challenging when reading the Maths questions.

Modern Language(Richard)

Art(Elly)

Visit rearranged. Written update received. Emily has had Carousel training which included art leadership. Years 1-6 have separate art books so is more defined as a subject. Feedback is that the children are engaged.

CW/RE(Julie)

	<p>JJ and JC met in January and also met Celia from the diocese today. A lot of changes over the last 3 years linked with RE curriculum. School have come a long way and are getting into a good rythmn. Have a half termly focus with roots and fruits. Decided today that next term JJ and JC will do pupil voice together looking at book scrutiny.</p> <p>History(Hugh) HP due to visit next week.</p>	
9.	<p><u>Designated Governor Reports:</u> SEND/Wellbeing, Barbara - Written report shared prior to the meeting. BL spent a day in school. Saw general teaching in maths, geography, science and PE. All SEND pupils were engaged. All lessons were calm and everyone working nicely. All tasks were thoroughly prepared. Children were working well together. SEND children were working with additional support systems in place. All children asked said they liked maths.</p> <p>Science lesson – TAs were working with SEND children. Everyone working very hard.</p> <p>SEND children shared work and were very proud of what they had achieved.</p> <p>BL felt that any behavioural issues are being dealt with in the best way possible. Behaviour policy is reinforced within lessons.</p> <p>Friendship groups are continuing to be successful. Good behaviour is being rewarded.</p> <p>Numerous resources available.</p> <p>BL suggested volunteers in schools could really help from a support perspective.</p> <p>A discussion took place regarding behaviour and regarding the needs of all children and the rewards. JJ explained that school try to recognise the achievements of all children. VG shared concerns from some parents about behaviour of some children and the impact on other children. A discussion took place about the communication relating to behaviour issues with parents.</p> <p>Safeguarding, Hugh – HP to plan a visit for the summer term.</p> <p>Have completed the safeguarding audit. HP advised governors that he hears about all safeguarding incidents that have occurred and checks all processes have been followed.</p>	
10.	<p><u>Governor Training Reports</u> LW has undertaken some diocese training. HP to share information from an Ofsted training course which JC had attended. VG has completed the introduction to governor training.</p>	HP
11.	<p><u>Head Teacher’s Report including Safeguarding & Pupil Progress</u> JJ asked for any questions about her report. <i>HP asked about staff Prevent training</i> – JJ to circulate to all</p>	JJ

	<p>governors. Governors to share certificates with Mrs Bacon on completion.</p> <p>Wraparound care – JJ reported that Tiddlywinks had been approached. HP and JJ met with the owner of Tiddlywinks. Initially looked at the possibility if using the sports hall but for several reasons this wasn't a possibility. School was then considered and it was decided that it could run in school. JJ explained the proposed timings and plan for activities etc. Ofsted registration is being completed and contract signed. <i>ES asked about capacities</i> – from parent survey it is looking like 10-15 per day interested but JJ thinks that this will increase over time. Reception application numbers have now increased on the promise of wraparound care.</p> <p><i>ES asked about advertising</i> – Tiddlywinks developing an addition to their website and school will do the same.</p> <p>Attendance – JJ wanted to reassure governors that she has the back story to all pupils with attendance issues. She has discussed attendance issues with parents in person. Every family has had a marked improvement in attendance since these meetings have taken place.</p> <p>HP drew attention to all the educational visits that have taken place. JJ added that staff have been asked to summarise the impact of training undertaken.</p> <p><i>JCh asked if there was anything to note / learn or patterns from the safeguarding incidents.</i> HP explained that this is addressed after each incident and any improvements or changes are made to processes.</p> <p>HP reported that pupil progress data will be covered at Thursday SIC meeting and this information will also be shared with all governors.</p>	
12.	<p><u>Health & Safety update</u></p> <p>HP explained that this item will now be a standing agenda item on the recommendation of the Health and Safety Adviser.</p> <p>HP reported that Health and Safety is covered in detail in the Headteacher report including the outcomes from the Health and Safety Inspection report.</p> <p>JJ confirmed that a lockdown drill practice has been undertaken.</p>	
13.	<p><u>School Improvement Plan (SIP) update</u></p> <p>JJ stated that she has now rag rated each of the areas.</p>	
14.	<p><u>Policy review:</u></p> <ul style="list-style-type: none"> -Asthma -Personal/Intimate Care <p>HP explained these have had minor updates.</p> <p>CW had passed some suggestions to JJ to make.</p> <p>Policies were approved.</p>	
15.	<p><u>Any confidential items as agreed</u></p>	

	<i>This item recorded as confidential minutes – minute 15.0323c refers.</i>	
16.	<u>Any other business</u> Nothing raised.	
17.	<u>Meetings for 2022/23:</u> 19 June	

Signed By

Date: