

**Minutes of a meeting of the Governing Board of Crayke School
held at the school on Monday 15th January 2024, 6pm.**

Present:	
Judi Jackson (HT)	Headteacher
Vicki Griffin (VG)	Co-opted Governor
Claire Walsh (CW)	Staff Governor
Pete Wilson (PW)	Parent Governor
James Champion (JCh)	Parent Governor (Vice Chair)
Barbara Lunn (BL)	Co-opted Governor
Andrea Hayes (AH)	Co-opted Governor (Co-Chair)
Julie Cater (JC)	Foundation Governor
Edgar Seligman (ES)	LA Governor
Tracey Roberts (TR)	Co-opted Governor
In attendance:	
Lydia Waites (LWa)	NYC Clerk <i>[attending via Teams]</i>
Apologies:	
Elly Dawson (ED)	Associate Governor
Lucy Willshaw (LW)	Foundation Governor
Hugh Porter (HP)	Co-opted Governor (Co-Chair)
Vacancies: NONE	

Colour coding Key – Highlighting Governor Core Functions

Red – Strategy Challenge/question

Blue – Approval/Decision taken

Green – Performance Challenge/Question

Purple – Financial Challenge/Question

Item	Minute	Lead
1.0124	Opening prayer and welcome AH chaired the meeting in lieu of HP and circulated a self-evaluation audit tool to governors focusing on different aspects of their role, which they discussed in pairs, completed and returned for AH to compile a full version of all responses. JC opened the meeting with a prayer.	
2.0124	Apologies for absence Apologies from ED, LW and HP (accepted).	
3.0124	Declarations of interests None declared.	
4.0124	Confidential items Any confidential items will be minuted as such as they arise. It was agreed that discussions under item 11.0124 and item 10.0124 be minuted separately and confidentially. <i>Minutes 11.0124c and 10.0124c refer.</i>	
5.0124	Minutes of the meeting of 2.10.2023 and matters arising <i>Governors agreed the minutes of 2.10.23 are a correct record.</i> AH addressed the actions arising from the meeting. <ul style="list-style-type: none"> 14.1023 - HT has received a £2k quote for the partition wall and is hopeful that the work can be undertaken in the February half term holidays. The remaining actions have also been actioned.	
6.0124	Committee Reports SIC (9.11) - BL: We looked at Spanish in detail and received a report from the Spanish Subject Lead Mrs Seligman. The children have responded positively to the new subject. BL	

	<p>gave an overview of what was covered in the meeting, including music teaching, and governors discussed this.</p> <p>PP&F (16.11) - JC: Met in November. There was a lot of ground to cover as the meetings were six months apart and included budget discussions. Emergency lighting and solar panels (the impact of which is not yet fully known until more data is gathered) have since been fitted in the school, and the budget has been updated. JC gave an overview of the changes to the budget since April's meeting. Current spending is in-line with the start budget, which is encouraging. It was agreed, during November's meeting, to ratify the revised budget. We also had quite a in-depth discussion about school meal costs, as well as a staffing and health and safety & premises discussion.</p> <p>Q: how's the rain problem that was affecting the running track? A: we're still dealing with it – the problem does need some attention and work.</p>	
7.0124	<p>Subject link reports</p> <p>Maths – AH: AH's first visit to the school. Looked at the long-term plan and White Rose maths, which was implemented a year ago. Teachers are now much more confident in their delivery to mixed age year groups. Pupils' attitude to the maths appeared good. All in all, it was a really good maths visit and AH will visit again in spring and summer and do some pupil voice.</p> <p>Spanish – ED: In ED's absence, HT discussed the success of the recent Spanish day in school, which children enjoyed significantly. Children were given learning tasks in mixed age groups across the curriculum areas of Geography, DT, Art and Music to enrich their understanding of Spain and Spanish culture.</p> <p>Technology – ES ES visited to discuss DT. There isn't as much space in the curriculum for design and technology as there is in core subjects, and the Kapow curriculum is ambitious, but children and staff seem to have a positive attitude toward it. Kapow seems to be an interesting and engaging resource for DT. CW noted the positive impact Kapow has had on DT teaching in Key Stage 1. Report to follow.</p> <p>PE – JCh: JCh visited the PE subject lead to discuss PE and the new scheme for PE – Complete PE. The curriculum seems very well set out through the scheme. We talked a little bit about the spending of the sports premium – one of the issues Caroline is having is finding ways to spend the money in ways that meet the designated criteria HT explained how sports premium spending works and how it is reported by the PE subject leader.</p> <p>Music – HP Report was circulated prior to the meeting. Discussion about the changes to music and the introduction of specialist teacher lessons later this week, funded partially by CHASA. HT expressed her thanks to CHASA for this.</p> <p>Science - LW The report was circulated prior to the meeting.</p> <p>The following link reports to be shared at the next FGB meeting: <i>Geography (Tracey), CW/RE (Julie).</i></p>	Link Govs
8.0124	<p>Designated Governor reports AH shared that she is to take on the Safeguarding Governor role from VG.</p>	

	<p>SEND and Wellbeing – BL:</p> <p>The children that came to do the pupil voice were mixed ability and all had something to say. They shared their enthusiasm for school and their enjoyment of the quidditch and Spanish days, among other things. There was some confusion, when asked, between school values and British values. They knew about voting and that everyone's vote matters, and about fairness and the law. They have learned about people being different in PHSCE and assembly and were keen to learn that they could share their ideas about the school. Governors discussed gender ideology within the school.</p>	
9.0124	<p>Governor training reports</p> <p>HT, CW, ED and VG recently undertook DfE training on Behaviour.</p>	
10.0124	<p>Headteacher's Report</p> <p>It was agreed that a discussion under this item would be recorded separately and confidentially. <i>Minute 10.0124c refers.</i></p> <p>We have struggled to recruit a new TA and have had to use supply TAs. She has agreed to stay on a fixed-term contract. The new Learning Mentor/HLTA, Mrs Gears, is settling in well.</p> <p>Attendance is being monitored closely via monthly monitoring meetings between HT and Mrs Bacon. Appropriate and proportionate responses are considered and implemented depending on the circumstances. Where pupils' attendance has been flagged as a cause for a concern, the reasons for and circumstances surrounding lateness and absences are considered.</p> <p>A recent visitor to school was impressed with what she saw in classes, and by children's handwriting and ability to talk articulately about what they are learning in class. She raised useful, constructive questions to be taken back to staff members. This visit will be supplemented by governor link visits and by an upcoming SEA visit with a focus on SEND and Pupil Premium.</p> <p>Q: is the filtering and monitoring working on Smooth Wall? A: the system issues are still ongoing. I contacted support again last week about the service and am yet to receive a solution to the system's filtering and monitoring issues.</p> <p>Q: has anything been flagged by the software? A: nothing of significance yet.</p> <p>The SEND Hub Manager shadowed HT and spent some time in the school, noting that the school appears to be doing well from her perspective.</p> <p>Q: how is your wellbeing? A: good – I have a wellbeing governor who is looking after me!</p> <p>Governors discussed the likely timescale for the impending Ofsted inspection.</p>	
11.0124	<p>H&S update</p> <p>It was agreed that the following discussion under this item would be recorded separately and confidentially. <i>Minute 11.0124C refers.</i></p>	
12.0124	<p>Policy review</p> <ul style="list-style-type: none"> • Emergency Response Guide • Data Protection Policy • Communication Policy • Separated Parents Policy • Health and Safety Policy <p>Governors agreed to ratify the circulated policies above. Behaviour Policy to be reviewed by governors via email and approved/signed off by email.</p>	GB

13.0124	Confidential Items It was agreed that discussions under item 11.0124 and item 10.0124 be minuted separately and confidentially. <i>Minutes 11.0124c and 10.0124c refer.</i>	
14.0124	Any other business No other business.	
15.0124	How has this meeting impacted on the welfare and progress of our pupils? Governors discussed subject link reports and visit reports which showed positive responses and progress from pupils. Safeguarding and health and safety and premises were discussed at length.	
16.0124	Date of next meetings 18 th March; 17 th June.	

Meeting closed 8.47pm.

Actions of the FGB meeting held 15th Jan 2023

Item	Action	Lead
7.0124	Tracey & Julie's link visit reports to be carried over and shared in next FGB meeting.	Link govs
12.0124	Behaviour Policy to be reviewed by governors via email and then adopted and signed off.	GB

Minutes produced by Lydia Waites – Clerk

Signed (Chair) **Date**