



SHAROW C. OF E. SCHOOL AND SKELTON NEWBY HALL C. OF E. SCHOOL FEDERATION

Minutes of a meeting of the Full Governing Body held on Teams at 6.00pm on 8 September 2021 (meeting postponed from July 2021)

Core Functions of a Governing Body:

- **Ensuring clarity of vision, ethos and strategic direction.**
- Holding the Headteacher to account for the educational performance of the school and its pupils.
- Overseeing the financial performance of the school and making sure its money is well spent.

Present: John Bushell, Jacqui Palmer, Gemma Snodgrass, Ruth Newton, Justin Wheatley, Jonathan Redhead

Others in attendance: NYCC Zoe Watt (Clerk)

Minute No.		Action
GB 1	<p>Welcome</p> <p>The Chair welcomed everyone to the meeting. Governors were reminded of the confidential nature of the meeting and core functions of the GB noted on the Agenda. They were reminded that is the meeting postponed from July with a little extra urgent business.</p>	
GB 2	<p>Apologies for Absences</p> <p>Victoria Johnson and Lauren Copperthwaite had sent apologies, these were accepted and approved.</p>	
GB 3	<p>Declaration of interests in items for discussion</p> <p>No declarations of interest were made. Governors noted the rules about confidentiality and the need to declare interests in items if appropriate.</p>	
GB4	<p>Declaration of Confidential items</p> <p>Nothing noted at this time.</p>	
GB5	<p>Notification of Urgent Other Business not previously notified to the Chair</p> <p>KCSIE PAN Nursery Meal Costs Recruitment panel</p>	
GB6	<p>Approval of the Minutes of the previous meeting</p> <p>Governors approved the following minutes for signature by the Chair.</p> <p>4 May 2021</p>	Chair
GB7	<p>Matters Arising from the minutes</p> <p>Nothing to raise.</p>	

GB8	<p>Report of the Headteacher (July report)</p> <p>Governors had received this report in advance of the July meeting date.</p> <p>The Head reported that since this report there had been some movement in numbers – both in and out.</p> <p>GOVERNOR CHALLENGE regarding Skelton numbers. These are increasing but the lack of wraparound care is a problem for many families. The Federation is currently using the Skelton supervisor to cover Sharow so cannot offer this facility at Skelton.</p> <p>GOVERNOR CHALLENGE: where are the Skelton children coming from? Both from the village and further afield. There are 4 children in Reception with a total roll of 16. There is a big gap in the middle years (3/4/5). There are 2 children in Year 6.</p>	
GB9	<p><u>Data Overview</u></p> <p>Given the big period of closure the data is generally very pleasing. The children bounced back after school closure and some increased outcomes</p> <p>Year 3 & 4 at Sharow are the main focus groups.</p> <p>Good progress had been made in the autumn term following testing and the remote learning offer in the second lockdown was much improved leading to less slippage. Everyone worked extremely hard in the summer term to ensure children had the best possible outcomes.</p> <p>GOVERNOR CHALLENGE: what about another lockdown? Can we go back easily? Yes, everyone knows what they are doing (children/teachers/parents). We are continuing with homework on Teams to keep this active and there is an obligation for remote learning for anyone isolating. This work will not be live lessons as it is difficult when there is a class in school to teach too.</p> <p>GOVERNOR CHALLENGE: noted that you mentioned coaching for staff – are there plans to reintroduce this? We have changed the delivery due to amount of time this took. However, we have improved the delivery and everyone did have a positive outcome from that approach. It has created dialogue going forward and there is much improved documentation to help consolidate this approach. We are aiming for good impact.</p> <p>The staff governor agreed that it had been a good process and that she had got a lot out of it. She enjoyed the dialogue which was valuable as it was from a different view in the classroom.</p> <p>GOVERNOR CHALLENGE: How does it relate to the performance review? Does it inform it? Judging teaching is broader, it does fit in but is not a formal process.</p> <p>GOVERNOR CHALLENGE: Your report mentioned a new teaching and learning policy – when will we see it? That was the plan but the SIA has said that the Intent, Impact, Implementation statement covers this. The question is what makes an impact on teaching? A policy is not required with the 3Is statement in place. It is about what happens in the classroom, not the paperwork. All systems feed into the teaching process.</p> <p>The new SEF and SIP will be coming to the next meeting. The Head is working on these with Darren Dudman (from the Diocese) on Friday. School has also received a letter from NYCC about support for schools. Sharow is getting 10 days support and Skelton if awaiting its offer.</p> <p>GOVERNOR CHALLENGE: Can you direct this support? Historically we have been able to, we work collaboratively with the adviser. We will use the support to drive the SIP.</p> <p><u>Subject reports</u></p>	

	<p>GOVERNOR CHALLENGE: Is there a new English policy? This is covered by the Intent, impact, implementation documents which set out how it is taught.</p> <p>GOVERNOR CHALLENGE: In the SEF quality of teaching is moving rapidly forward. How is this judged? There is lots of great work on the systems and teaching approaches. We have not had a clear run to put it all together and see results but feel extremely positive about the year ahead.</p> <p>GOVERNOR CHALLENGE: There is a note that Assessment and Monitoring Notes will be fed back to governors? Things are improving but we need consistency of use. There is no resistance but there is discrepancy in how they are used. We have advised staff that it needs to be consistent.</p> <p>We have looked at feedback to children and changed the approach to whole class and verbal feedback instead of individual comments reflecting the LO. This is a huge culture shift for staff.</p> <p>GOVERNOR CHALLENGE: Do you still have to prove feedback to Ofsted? They are no longer interested. The question is can the children evidence learning and what can they recall when spoken to. They are looking at retention of knowledge. It is a shift to quality education based on cognitive science. Are you getting the results with planned, sequenced teaching. There are Utube videos that can be viewed by governors to inform them about Ofsted's current approach.</p>	
GB11	<p>Pupil Premium</p> <p>Standing item with no updates.</p> <p>The actual funding and how it is used was discussed.</p>	
GB12	<p>Sports Premium</p> <p>Standing item</p> <p>GOVERNOR CHALLENGE: Swimming is a priority – will school be starting lessons when the new pool opens in Ripon? We are hoping to start in January with Years 3&4 at Sharow. Unlike the past we intend to keep the children swimming through to the end of the summer term to consolidate the skill.</p> <p>GOVERNOR CHALLENGE: Is there provision for those who missed it due to the pandemic? By taking Year 3&4 we will cover this lost learning as we used to take Years 2&3.</p> <p>GOVERNOR CHALLENGE: What about non-swimmers after this time? In the past we have covered this with private lessons or keeping them swimming from school depending on how detrimental the lost school learning would be.</p>	
GB13	<p>Safeguarding</p> <p>This was covered in the headteachers report. This week staff have had 2 hours training on KCSIE and 1 hour on sexual harassment.</p> <p>There are no big issues to report.</p>	
GB14	<p>Review Vision Statement</p> <p>Governors discussed the current vision statement “We promise to flourish together” and agreed that this is still fit for purpose and would be retained.</p>	
GB15	<p>Policies for Approval</p> <p>The following policies/guidance had been distributed before the meeting and were APPROVED for use in both Federation schools</p>	

<p>GB16</p>	<p>EYFS Online Safety Recruitment and Selection Probationary Procedure</p> <p>RSE was discussed and approved after governor challenge (see below)</p> <p>GOVERNOR CHALLENGE: Is there a way of sharing this amongst parents? It is a good document and it would be helpful if all parents saw it. Is it available online/can schools get it to parents/can we hold a parents meeting? The governor does think all parents should see it.</p> <p>Schools can email a link to parents and it should help parents to talk about the content. At least we can try to improve the understanding. It was sent out to parents and staff as part of the consultation and pupil input was sought.</p> <p>External Reports</p> <p>There are 4 external reports included in the July papers</p> <p><u>Early Years</u> – school now has the fence etc noted as being required.</p> <p><u>Monitoring</u> – all monitoring had a governor present. Assessment and feedback Reading and Art RE</p> <p>It was felt that all the above are improving but are not good enough yet. There is no consistency.</p> <p><u>School Improvement Document</u></p> <p>There will be a September update. The offer from county and the outcomes have been created through dialogue with the advisor (it is a partnership). The new SIP is driving school forward.</p> <p>Governors agreed it helps them to triangulate the information they receive.</p> <p><u>Safeguarding</u></p> <p>Schools are still using CPOMS for safeguarding (but now using Scholarpack for behaviour logging). CPOMS information is easily completed by staff and provides a full picture.</p>	<p>School</p>
<p>GB17</p>	<p>Health and Safety Update</p> <p>All this information is in the headteacher's report. There is a visit next week which will be reported at the next meeting.</p>	
<p>GB18</p>	<p>Governor training</p> <p>The Chair has sent a document about training available from the Diocese with 3 dates – he asked governors whether these dates were suitable to get the whole board present.</p>	

<p>GB19</p>	<p>Dates: 9 November, 18 January, 8 March all 6.00-8.30pm in school</p> <p>Governors agreed they could attend.</p> <p>JB reported the training he has done: Safer recruitment, safeguarding, preparation for Ofsted.</p> <p>GOVERNOR CHALLENGE: Can the Diocese offer preparation for Ofsted? It was agreed governors needed a refresher.</p> <p>JR reported that he has attended introduction to governance (both days).</p> <p>School to share the NGA link which has many courses available to governors.</p> <p>Governor Vacancies/Succession planning</p> <p>There are 2 co-opted and 2 foundation vacancies.</p> <p>Governors discussed various nominations for 2 Foundation and 1 co-opted vacancies and APPROVED them subject to the statutory checks and confirmation from the Diocese in respect of the Foundation governors.</p> <p>It was agreed they should attend the next meeting as observers until confirmation has been received.</p> <p>The Chair is working on the governor management plan which will include training and a monitoring plan. Future agendas will be based on this plan.</p>	<p>School</p>
<p>GB20</p>	<p>Governor monitoring</p> <p>RN and JB did some of the monitoring with the SIA.</p>	
<p>GB20A</p>	<p>Panel for Headteacher Performance Management.</p>	
<p>GB21</p>	<p>This has been arranged for 21 September 4-6pm. The Chair and DD from the Diocese will form the panel. VJ will be asked to join them. JWh to do training in advance of the meeting.</p> <p>To deal with any matters agreed for consideration under item 5</p>	<p>JWH to contact VJ</p>
	<p><u>KCSIE</u></p> <p>Governors were reminded to read Keeping Children Safe in Education 2021 and inform school when they have completed this.</p> <p><u>PAN</u></p> <p>Current numbers are 7 for Skelton and 9 for Sharow.</p> <p>Governors have agreed to request an increase at Sharow in the past which has been refused.</p> <p>Governors agreed to leave the PAN at the above numbers.</p> <p><u>Nursery Meal Costs</u></p>	<p>Govs</p> <p>School</p>

<p>GB22</p>	<p>The head requested a rise to £1.90 to match the cost to school from the catering company. Governors APPROVED the raise in nursery meal price after half term.</p> <p><u>Recruitment panel</u></p> <p>The Head asked for a recruitment panel. Applications close on Monday 13 September with shortlisting on the 14th and interviews on the 17th.</p> <p>JR can help during school hours, JWh is also available in the evening on the 14th to shortlist if required and can attend on the 17th. RN could possibly help if necessary.</p> <p>How has this meeting impacted on the welfare and progress of our pupils?</p>	
<p>GB23</p>	<p>Governors have discussed the School Improvement Plan (SIP) Governors have discussed recent monitoring in school (including monitoring of teaching) The Headteacher has informed governors that teaching is improving in school. Governors have triangulated this with the external reports.</p> <p>Date of the next meeting</p> <p>Wednesday 22 September at 6.00pm IN SCHOOL.</p> <p>CLOSE There being no further business, the Chair declared the meeting closed at 7.35pm.</p> <p>..... [redacted] (Chair)</p>	