

**NORTH YORKSHIRE COUNTY COUNCIL
WEAVERTHORPE CE (VC) PRIMARY SCHOOL GOVERNING BODY**

Minutes of the meeting of the Full Governing Body

Tuesday 22 May 2018 at 5pm

Present: Chair Femi Shellard (FS) Parent Governor
Janette Wilkinson (JW) Headteacher
Andy Bowden (AB) Foundation Governor
Lucy Bannister (LB) Parent Governor
Julien Martel (JM) Co-opted Governor
Nick Carnes (NC) (VC) Parent Governor
Trish Lake (TL) Foundation Governor
Ellie Barker (EB) Staff Governor

In Attendance: Laura Waites (LW) (Clerk)
Tracy Wallace (TW) (Parent)

Apologies: None

Vacant: 1 x LA Governor; 1 x Co-opted Governor

| Minute | Detail | Action |
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| 1.0518 | <p>Welcome and apologies AB opened the meeting with a prayer FS introduced Tracy who has expressed an interest in being a governor and has been invited to the meeting today to give her an idea of what happens. It is intended Tracy considers putting in an expression of interest in a parent governor role when LB steps down. There were no apologies.</p> | |
| 2.0518 | <p>Declaration of interests, pecuniary or non-pecuniary. None raised.</p> | |
| 3.0518 | <p>Confidential Agenda Items To be highlighted in discussion as appropriate</p> | |
| 4.0518 | <p>Minutes of the last meeting The minutes of the last meeting held March 2018 were agreed and signed by FS, with the following amendments: 8.03.18 – playground.</p> | |
| 5.0518 | <p>Matters Arising and review of actions JW reported the school is staying with NYCC for school meals.</p> | |
| 6.0518 | <p>Governing Body Update LB has put forward her resignation in writing to FS. Tracy has expressed an interest. FS has circulated an email with training dates. No-one had attended any training since the last meeting. The competency framework has been circulated – to note for the next meeting.</p> | |
| 7.0518 | <p>Headteacher Update HT gave an update on the main headlines in her pre-circulated report. HT has sent details to NYCC regarding the need for additional funding for a child who was refused an educational healthcare plan and is awaiting a response. She will chase for a response again. Q Is it possible to get any of the Scarborough money? A No – not available.</p> | |

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| | <p>Progress reporting shows pupil achievements have gone up. This can be linked to additional support in year 1 and year 2. It aides all the children not just those who need extra provision.</p> <p>In year 4 one child's progress was not as expected; they have had a number of absences and HT has spoken to parents. One child had higher absence due to parent work commitments.</p> <p>Q Is the current picture now more accurate? A Yes and this also highlights that the extra support was needed. Q Parents not coming into school, is there an issue with parent engagement? A Governors discussed parents attending school events such as the worships.</p> <p>Events such as show and tell are popular and give children an opportunity to stand up in front of people.</p> <p>School improvement visit –the HT referred to the latest report which is confidential and not to be circulated but can be discussed in summary. FS gave an update on the headlines. The HT self -evaluation for the school is good-outstanding and the improvement adviser's is that it is at least good – outstanding in all areas including outstanding in one area. This is encouraging as it shows what the school is doing is being recognised.</p> <p>Q Do they monitor the classroom and children? A They monitor/review a number of areas including classes, book reviews and speak to staff. At the next visit the advisor would like to see governors; this will be on 6th July 2.30pm.Governors were to note the date and let HT know if they are available. It is just to get the GB perspective of the school. Potentially LB, NC, FS and TL can attend; HT is to send a reminder.</p> <p>There were no further questions on other aspects of the HT report.</p> | ALL HT |
| 8.0518 | <p>Policies The following policies had been previously circulated and were discussed:</p> <p>Attendance Management Policy – It is based on an NYCC template and HT explained that it relates to attendance due to ill health for staff.</p> <p>Q Are staff given a copy of the policy? A They are made aware of it and can either ask for paper copy or look at it on the website. HT also refers to it in meetings. Governors agreed to adopt the policy.</p> <p>The policy review schedule was noted.</p> | |
| 9.0518 | <p>School Development Plan The latest update was included on the head teacher's report.</p> | |
| 10.0518 | <p>Correspondence FS reported that five letters of complaint have been received which raised questions about various aspects of school life. FS has sent an initial response for 4 of these (the 5th letter was anonymous so he couldn't respond to that one), saying that he would raise the matters at the next FGB for discussion.</p> <p>FS advised the governing body of the content of each letter and the governors discussed the key themes raised. HT stressed the work being done in the school on teaching and learning. The overall view of the governing body was that the letters don't raise issue with teaching and learning but were more concerned with communications. The governing body agreed that FS will respond to each letter (4) and cover all raised. Draft are to be shared with all governors for comments so that final versions can be sent within the complaints policy deadlines.</p> | FS/ALL |
| 11.0518 | <p>Premises, Health and Safety The recent health & safety audit had found some minor issues and HT has arrangements in place to address them. Sightings of rats coming from next door had been investigated but there was no evidence of nestings in the school grounds. The pest control service has been out to deal with the issue.</p> | JW/FS |

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| | LB left the meeting at this point. | |
| 12.0518 | Staffing update No staffing update. | |
| 13.0518 | Update on pupil premium and sports funding There was nothing further to report. | |
| 14.0518 | NYCC clerking services Training details are to be circulated when available. | |
| 15.0518 | Impact of GB decision on pupils The GB noted recent impact on pupil progress. | |
| 16.0518 | Next meeting and planned businesses Tuesday 26 th June 2018. 5pm. Finance and Resources focus. The GB discussed governor presence at events and agreed to attend the next sports day and parents events on 25 th June 2018. | ALL |
| 17.0518 | Close AB ended the meeting with a prayer. FS thanked all for attending. | |