

Barlby Community Primary School

Minutes of Full Governing Body Meeting held on Wednesday 28th Sept 2022 @ 6pm

Present

Mrs J Baker {JB}	Headteacher	Mrs C Karbani {CK}	Parent Governor
Mr P Boyes {PB}	Co-opted Governor/Chair	Mr G McConnell {GM}	Parent Governor
Mrs B Dowdy {BD}	Co-opted Governor	Miss J Millican {JM}	Parent Governor
Mr AJ Durling {AD}	Co-opted Governor	Miss S Owen {SO}	Staff Governor
Mr S Flatman {SF}	Co-opted Governor	Mrs S Richmond {SR}	Co-opted Governor
		Mr J Sykes {JS}	Parent Governor

In Attendance

Mrs M Hall {MH}	Business Manager	Mr AD Reed {AR}	Clerk
Mrs E Clifton {EC}	}		
Mr T Richardson {TR}	}		In attendance for Agenda Items 1&2 only
Mrs S Smith {SS}	}		

Colour Key	
Red	Question/Challenge
Green	Reply
Blue	Resolution
Orange	Financial Question/Challenge

1. Welcomes

The meeting commenced at 6.08pm. Attendees were welcomed by PB.

2. End-of-year data presentation 2021-2022

Invited school leaders presented the data for their individual areas as follows:

- Early Years [EC]
- Key Stage 1 [SS]
- Key Stage 2 [TR]

EYFS

EC distributed a handout and highlighted to governors that the 'national baseline' is now statutory and is being used with all KS1 pupils; the data is used later to assess progress in KS2. The revised EYFS Framework is now statutory; having adopted early last year, so it has been possible to adapt the curriculum ahead of this year. Profile judgements have also changed; pupils are now assessed as '..emerging towards expected level..' or '..working at the expected level..' – there is no longer a judgement of '..exceeding..'.

In addition to reporting upon pupils' achievement of the '..expected..' level in 17 separate areas across the curriculum, it also reported on a gender basis. As a result, while the majority of judgements [13/17] confirmed an attainment rate of over 90% [exceptions being word reading, writing, number & number patterns], it was possible to see that, in almost every area, girls had performed better than boys.

EC stated that teachers are pleased with the results but that the 'after effects' of COVID were still apparent, particularly with social skills when the children returned to school in Sept. 2021.

Q	Has there been any improvement in social skills this year?
A	Yes, definitely better but there are still some gaps in development. They seem more settled.

Key Stage 1

SS distributed a sheet summarising attainment levels for the last five years. SS stated that teachers are 'quite pleased' with progress but that, while attainment at '..*expected*..' is higher than in 2021, it is lower than before COVID-19.

Q	Are there are any 'national' KS1 figures for comparison purposes?
A	No. It is thought that there will not be any published.

Pupils achieving expected progress were reported as:

	<u>2022</u>	<u>2021</u>
Reading	63%	51%
Writing	55%	35%
Maths	71%	71%
GPS*	57%	51%

* Grammar, Punctuation & Spelling

There is no significant difference between attainment for boys and girls and staff are seeing a marked improvement during the early part of this year.

Key Stage 2

TR distributed a sheet summarising attainment levels for the last seven years and reported that this year's results are considered very positive.

National comparison figures for KS2 are available and the data summarised below shows that Barby's results were above '*national*' in all four areas for '*pupils achieving national expectation*'.

	<u>2022</u>	<u>2021</u>	<u>National 2022</u>
Reading	80%	68%	74%
Writing	70%	51%	69%
Maths	78%	64%	71%
GPS	84%	75%	72%

For '*pupils achieving greater depth*' an improvement over 2021 was reported in:

Reading	31%	[19% 2021]
Writing	10%	[4%]
Maths	16%	[11%]

The result for GPS [22%] was slightly below that for 2021 [26%], but national comparison figures are not yet available.

Governors were pleased with the 'largely positive' data.

SEND

The Acting SENCO [EC] provided a written report on this area. Actions planned for 2022-2023 include:

- Alternative phonics interventions, following identification of suitable candidates as part of whole-school phonics check conducted during Summer 2022
- Further roll out of Barrington Stoke books to support those with specific literary difficulties, together with availability of newly-purchased diagnostic tools
- More training to be provided with regard to Forest Schools, to benefit those who benefit from outside learning. This will help with self esteem and leadership skills

3. Appointment of Chair [to include confirmation of term]

AR, in his role of clerk, opened the formal part of the meeting by requesting nominations for the role of Chair; PB indicated his willingness to stand again and there were no further nominations. PB's nomination was proposed by JB and seconded by AD

Resolved:

That PB be appointed Chair of Governors for a period of one year.

At this point, all governors confirmed that they were happy with the term of office for Chair and Vice-Chair remaining at one year. PB adopted control of the meeting.

4. Appointment of Vice-Chair

PB nominated GS for the role of Vice-Chair in his absence; JM seconded. There being no other nominations:

Resolved:

That GS be appointed Vice-Chair of Governors for a period of one year.

5. Apologies for absence & consideration for consent

Apologies for absence had been tendered by Mrs L Clark {LC}.

Resolved:

That the apologies be consented to by governors.

Mr G Stockill {GS} and Mr I McKenzie {IM} did not attend the meeting.

6. Reminder of confidentiality obligations & declarations of interest, pecuniary or otherwise in agenda items

Governors were reminded by the Chair of the requirement for confidentiality.

With regard to Agenda Item 18 [Academisation/MAT update], PB advised governors that his wife is Chief Operating Officer at 'The Star Multi Academy Trust' and that, should that particular MAT come under consideration as a potential partner in the future, he would have to declare an interest and take the appropriate measures to distance himself.

7. Identify any agenda items to be treated as confidential

It was agreed that any items requiring a confidential minute would be identified as the meeting progressed.

8. Any other business to be agreed.

None.

9. Consider and approve the minutes from the FGB meeting held on 20th July 2022 & any matters arising

Matters arising

Actions [from Actions Sheet]

- | | | |
|----|--|--------|
| 73 | Work on the governors' 3-Year Strategic Plan had been completed and had been circulated to all governors by PB. PB stressed the importance of all governors being fully aware of its content, particularly as this could well be an 'Ofsted Year' and it is likely they will be questioned closely on its content. | CLOSED |
|----|--|--------|

74	MH had replied on 22 nd July 2022 to a letter received from NYCC Finance Department, in which the forecast deficit for 2024-2025 had been queried. No further communication had been received.	CLOSED
75	Several governors confirmed that they had undertaken some research into potential MAT partners since the last meeting; the subject features at Item 18 on this agenda.	CLOSED
76	The GDPR Link Governor visit/audit remains outstanding with a completion date of 31 st December 2022. MH and AD are to arrange a suitable meeting.	OPEN
77	The Leadership Link Governor visit was undertaken by GS.	CLOSED
78	No NYCC SIN meetings had taken place since the last meeting.	CLOSED
79	BD had completed some work on governors' Ofsted 'support documents'. However, PB has a task outstanding which is carried forward to the next meeting for completion.	OPEN

No changes to the minutes were proposed.

Resolved:

That the minutes of the meeting of the Full Governing Body held on 20th July 2022 be signed by Chair as a correct record and filed as appropriate.

10. Consider and approve the *confidential* minute from the FGB meeting held on 20th July 2022 & any matters arising

Paper copies of the confidential minute were distributed to governors by AR. They were accepted as a true record of the discussion.

No changes to the minutes were proposed and there were no matters arising.

Resolved:

That the confidential minute of the meeting of the Full Governing Body held on 20th July 2022 be signed by Chair as a correct record and filed as appropriate in the Confidential Minutes file in school.

11. N/A [Agenda Item duplicated]

12. Annual declaration of any business interests, positions held at other educational establishments and personal relationships with any members of school staff

Declarations were completed and signed by all attendees. Those for AD, GS, IM and LC remain outstanding and will be completed at first opportunity.

13. Register of Hospitality

Governors were reminded of the requirement to complete an entry in the Register should they be in receipt of qualifying hospitality/gifts.

14. Update Governing Body Information

Governors were reminded to ensure that their personal contact details held in school are complete and up to date.

15. Keeping Children Safe in Education {KCSIE} Sept 2022

Governors were reminded of the requirement for them to read KCSIE Sept 2022. MH agreed to monitor completion.

16. School Development Plan

The '3-Year Strategic Plan September 2020 – July 2023' had been circulated for review prior to the meeting. Because it is a three-year plan and is due for full review next year, little has changed at this stage.

Q	Are there any plans to change the photographs on the cover page as these appear somewhat dated?
A	Yes. They are probably six years old and will be changed as part of the full review in 2023.

JB encouraged governors to undertake school visits based on their links to the various 'Whole School Priorities'. [Achievement, Curriculum, Leadership, Partnerships, SEND & Safeguarding]. It was suggested that each linked governor completing one visit prior to the next FGB meeting [7th December] would be a reasonable objective.

17. Governors' 3-Year Strategy Plan update

PB confirmed that the update had been completed and that it had been sent to all governors in its revised form.

18. Academisation/MAT update

In accordance with an action from the previous FGB, various governors had information to feedback to the meeting, based upon research they had carried out over the Summer.

JB had met with the Principal of Brayton Academy and, together with representatives from cluster schools, has a meeting scheduled for 17th October with South York Mat {SYMAT}, of which Escrick School is a member.

GM had gained a favourable impression of Selby Educational Trust {SET} but had some reservations that it currently has only two member schools.

SF had looked at the Hope Sentamu Learning Trust, of which Barlby High School is a member; he had observed that there appears to be less autonomy in running member schools than in some trusts.

There was a long discussion, a result of which was all governors agreeing that whether/when to join a MAT is a major decision that will have an impact on the future of the school, long after current staff/governors have moved on. It was agreed that a working group be formed to undertake some detailed research, perhaps including presentations from potentially suitable MATs. In order to establish which MATs could feature on a 'short list' for further consideration, it was agreed that the working group's first task would be to meet to draw up a list of 'red lines' [features that would be vital for any MAT to provide/support].

The working group will be PB, JB, JM, BD, SF, SO & MH.

19. Governing Body policy review timetable

Governors confirmed that they are happy to continue with this area being managed via the Curriculum & Policy Committee.

20. Review of Policies

Child Protection Policy

Having been restyled last year as the Child Protection Manual, it has now reverted to be the

Child Protection Policy. MH advised governors that amended areas of text are highlighted to assist with review. Governors confirmed their acceptance.

Resolved:

That the Child Protection Policy is adopted and brought into immediate use.

School Ethos, Aims & Values

This was included as part of the review of the governors' 3-Year Strategy Plan referred to above.

The following reviews are carried forward to the next FGB on 7th Dec 2022:

Committee Terms of Reference

Scheme of Delegation to Committees/Delegation Planner

Scheme of Delegation to Headteacher

Standing Orders

Governor Code of Conduct

21. Appoint governors with special responsibilities, SDP priorities and review committee structures & members

The following Link Governor structure was agreed:

Special Responsibilities

Literacy/Phonics	CK
Maths	GS
Early Years	JM

SDP Areas

Leadership	PB & GS
Achievement	BD, LC & JS
Curriculum	JM, CK & IM
Partnerships	AJD, GM & SF
Health & Safety	PB
SEND	IM
Safeguarding	BD

Committee membership was agreed as follows:

Curriculum Committee

JB, PB, LC [Chair], BD, AJD, SF, CK [Vice-Chair], GM, JM, JS

Finance Committee

JB, BD, JM, SR, GS [Chair]

HT Performance Management

Chair, Vice-Chair, JM

22. PAN discussion

Due to an approaching deadline for submission, it had been agreed by JB and PB that the published admission number for academic year 2024-2025 will be 48. There is the ability to amend this number should the new classroom be available at that time.

Resolved:

That the decision to set the 2024-2025 PAN at 48 be ratified by the FGB.

23. Pupil Premium {PP} and PE & Sports Funding

Two documents titled 'Pupil Premium Strategy Statement 2022-2025' and 'Evidencing the Impact of the Primary PE and sport premium' had been circulated prior to the meeting.

The PP document contained a summary of the impact of the PP strategy in 2021-2022 and detailed plans for how this year's PP allocation of £77,300 will be spent.

The PE & Sports document relates only to a review of how last year's funds of £23,200 [inc. £4,717 carried forward from 2020-2021] was spent and the impact thereof.

Both reports were comprehensive and there were no further questions from governors.

24. Health & safety and Safeguarding issues

There were no health and safety issues to report.

Following his recent re-appointment, a new DBS is required for AD. To be obtained before the next FGB meeting.

25. GDPR

There is an outstanding action [Item 9 above] for AD/MH to complete a GDPR audit; this has a deadline of 31st December 2022.

26. Governor training and visits

Finance training has now been booked and scheduled for PB.

A number of link visits have been undertaken recently; the written reports are due to be circulated shortly.

27. Correspondence

None.

28. Any other business

None.

29. Date(s) of next meetings

Finance	30 th November 2022
FGB	7 th December 2022

AR agreed to circulate a full schedule of FGB and Finance Committee meetings for 2022-2023 in due course.

The meeting ended at 8.20pm.

Signed

Date