

Directorate for Children & Adults

DfE: 3022

THE GOVERNING BODY OF FLOCKTON CE (C) SCHOOL

Minutes of the meeting of the Full Governing Body held at 6.30 pm via Microsoft Teams on Monday, 27 March 2023.

PRESENT

Mr R Michael (Chair), Mrs J Lavery, Mrs E Bulmer, Mrs E Johnson, Mrs H Kerr.

IN ATTENDANCE

Mrs Z Poulter (Minute Clerk)

Item	Minutes	Action																		
58. Apologies for Absence and Declarations of Interest	<p>Apologies for absence were received from Mrs S Latham, Emily Hurst, and Sarah Hull. Kirsty Rowlands was absent.</p> <p>There were no declarations of interest.</p>																			
59. Notification of items to be brought up under Any Other Business	<p>The following items were notified to be raised under Any Other Business:</p> <ul style="list-style-type: none"> • Safer Recruitment Governor • Wellbeing Governor 																			
60. Representation	<p>To note the following matters of representation</p> <table border="0" style="width: 100%;"> <tr> <td colspan="3"><u>Resignation</u></td> </tr> <tr> <td style="width: 35%;"><u>Name</u></td> <td style="width: 35%;"><u>Category</u></td> <td style="width: 30%;"><u>With effect from</u></td> </tr> <tr> <td>Revered V Keating</td> <td>Ex-officio</td> <td>20.2.2023</td> </tr> <tr> <td colspan="3"><u>Appointment</u></td> </tr> <tr> <td><u>Name</u></td> <td><u>Category</u></td> <td><u>With effect from</u></td> </tr> <tr> <td>Aimee Tobin (Kalinowski)</td> <td>Designate (Co-opted)</td> <td>Pending DBS</td> </tr> </table>	<u>Resignation</u>			<u>Name</u>	<u>Category</u>	<u>With effect from</u>	Revered V Keating	Ex-officio	20.2.2023	<u>Appointment</u>			<u>Name</u>	<u>Category</u>	<u>With effect from</u>	Aimee Tobin (Kalinowski)	Designate (Co-opted)	Pending DBS	
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	<p>Ms Tobin's identification documents had been passed to the GCS for approval.</p> <p>Governors acknowledged the remaining vacancies including one foundation, Ex-officio and one LA.</p> <p>Mr Michael had spoken with Peter Crowe who would note the Ex-Officio Vacancy at the PCC meeting to be held this week.</p> <p>ACTION: That Rev Keating be removed from GIAS.</p> <p>Q: In relation to the problem of recruiting Governors do you think it would be worth sending an email to explain the role and the vacancies?</p> <p>A: We have done in the past and it was successful leading to recruitment. Incidentally, I have chased the applicant 3 times and will do so once more.</p> <p>The Chair highlighted the importance of recruiting a Governor who would represent the Diocese and the Church.</p>	HT/ Mrs Latham
<p>61. Minutes of the Resources Committee meeting held on 6th February 2023</p>	<p>RESOLVED: That the minutes of the meeting of the full Governing Body held on 6th February 2023 be approved as a correct record.</p> <p>Governors noted that the file was named Rowley Lane.</p> <p>ACTION: Remove reference to Rowley Lane</p>	GCS
<p>62. Matters Arising</p>	<p>(a) <u>Code of Conduct (Minute 45 (b) refers)</u></p> <p>Due to Mrs Rowland's absence this item would be carried forward.</p> <p>(b) <u>Boundary ownership (S&R Minute 19 refers)</u></p> <p>The Chair had spoken to Dean Morgan; details and photographs of the wall had been shared.</p> <p>ACTION: Follow up with Dean Morgan regarding the boundary.</p>	Chair

	<p>(c) <u>SEF (Minute 51 refers)</u></p> <p>The action recommended by the KLP had been completed. The KLP and Headteacher had met to discuss monitoring amongst other topics. The KLP would provide feedback on the SEF in the pending written report.</p>	
<p>63. Matters Arising from the minutes of the Children and Learning Committee held on 15th March 2023</p>	<p>Governors had not received the minutes of the meeting of the Children and Learning Committee held on the 15th March 2023.</p> <p>ACTION: Carry forward this agenda item to the next meeting.</p>	<p>GCS</p>
<p>64. Head Teacher's Report/ Data Report including Safeguarding and Governors' Questions</p>	<p>(a) <u>School Context</u></p> <p>It was reported that the number of children in receipt of FSM had increased to 35% with 28 pupils out of 80 eligible. Mrs Latham would investigate breakfast club grants that would now be accessible.</p> <p>Q: Is this a result of existing children that have now qualified for FSM or parents deciding to complete an application? A: It's predominantly due to the changed circumstances of families. We have a higher number of children eligible for FSM than other schools in the pyramid.</p> <p>(b) <u>Attendance</u></p> <p>Attendance had improved and was 96.22%. Governors were impressed that 2 classes had been awarded for high attendance.</p> <p>Persistent absenteeism had reduced from 9 pupils at the start of the Autumn 2 term to 5. Governors were very pleased to hear the situation had improved and passed on their thanks to staff.</p> <p>Q: Are there staff attendance figures? A: No.</p> <p>Q: Can you elaborate on the 2 incidents of bullying? A: One incident was addressed in school and was the result of a child not being kind</p>	

	<p>over the course of several days.</p> <p>(c) <u>Behaviour</u></p> <p>The Head Teacher informed Governors that the second instance of bullying had occurred outside of school. Children had been sending unkind messages through WhatsApp. The problem had been dealt with swiftly and followed up with the pupils involved and their parents. The pupils were reminded by staff that if the unkind messages had continued, they would have equated to online bullying. It was felt that the pupils had dealt with the issue well and their response had been mature.</p> <p>Parents in both instances had contacted school which Governors felt reflected that the open-door policy was effective. The Head Teacher added that she is always willing to help parents who ask for support for their children even when issues arise outside of school such as poor behaviour at weekends or getting up on time.</p> <p>(d) <u>Safeguarding Review</u></p> <p>The Safeguarding Review was available on SharePoint. The review was carried out by the now lead of Kirklees Safeguarding. All evidence and record keeping had been assessed including the use of CPOMs. The inspector was satisfied that systems in place were established and robust and the report synopsis was positive.</p> <p>The inspector had suggested amalgamating the separate Attendance and First Day Calling Procedures Policies. Governors supported the Head Teacher's decision to keep the policies separate and it was noted that the Attendance Policy was Pyramid approved.</p> <p>Despite repairs to the main door being made previously the inspector had been able to enter the school unchallenged as it was unlocked on her arrival. The door was found to have several issues including that it had not been hung straight when installed. The door was immediately logged for repair with Asset Management. A separate door was also recommended for replacement.</p> <p>The Chair congratulated the Head Teacher and staff on the positive outcome of the Safeguarding Review.</p> <p>KCSIE training had resulted in informative staff discussions.</p>	
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	<p>Q: Did any actions arise from the training? A: No, just a good discussion about how children's needs and their homelife can impact them at school. Staff found it very useful.</p> <p>(e) <u>FOI Request</u></p> <p>A RAAC FOI request had been received from ITV due to the collapse of a ceiling thought to contain the material at a school. Many other schools had received the same request. It was thought that the material had a lifespan of around 30 years. The request was referred to the Asset Manager who had returned the completed questionnaire. It was unknown if there was any RAAC in school.</p> <ul style="list-style-type: none"> • The LA had completed an electrics check. • Delivery of the new dining tables was imminent. <p>Staff that had completed the Stress Awareness Course had remarked it was informative and interesting.</p> <p>(f) <u>School Performance and Standards</u></p> <p>It was reported that teachers were currently carrying out end of term testing.</p> <p>Combined English, Maths, Writing and Reading results were 88%.</p> <p>In Early Years 16 out of 19 children, approximately 85%, were on track to achieve GLD.</p> <p>Governors felt the results were positive and showed some good progress.</p> <p>(g) <u>Staffing</u></p> <p>The wraparound care vacancy had been advertised 3 times with no interest.</p> <p>Q: Did anything come of the conversation with the pre-school? A: Yes, I visited with Nicola, but she said no after deliberating for 3 weeks. She said she wouldn't be able to help due to staff and cost limitations.</p>	
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	<p>Governors discussed the difficulty of recruiting staff for Afterschool Club and the possibility this may mean the provision may have to close. Governors discussed that a second adult may be required to support in the club and that staffing arrangements should be considered. They felt it would be disappointing to lose the resource and thought that some parents would be inclined to send their children elsewhere without it.</p> <p>Q: Is Mrs Littlewood happy to carry on in the interim? A: Yes, but not long term. We will keep advertising the vacancy.</p> <p>The Head Teacher and Mrs Latham would investigate how other schools were running their after-school provision and review financial figures before the next meeting. Governors considered that some schools run their clubs as a separate entity and that a Private Nursery may be interested in taking it on.</p> <p>ACTION: Review of Staffing Arrangements be added to the Summer 1 meeting agenda.</p> <p>ACTION: After School Club to be added to the agenda of the next Safety and Resources Committee meeting.</p> <p>Training to be delivered by Northorpe Hall on Self-Esteem and Resilience in Children and Young People was scheduled.</p>	<p>GCS</p> <p>GCS</p>
<p>65. Head Teacher Wellbeing</p>	<p>The Head Teacher reported that she was well despite a turbulent half term and juggling some personal matters.</p> <p>Ofsted and what schools were doing to show support for the late Head Teacher, Ruth Perry, had been discussed at the Pyramid Heads meeting. The Pyramid Heads had remarked that the Ofsted Report of Caversham Primary could relate to any number of schools.</p> <p>Governors stated that the situation was horrific and reassured the Head Teacher that it was their collective responsibility to support the school and her. They added that they as a Governing Body they were ultimately accountable for the school's performance and ensuring standards were met.</p> <p>It was hoped that the numerous shared experiences by Heads on social media and the national news coverage would help to influence change and lead to a full inquiry.</p>	

	<p>The Chair highlighted that the SIAMs review was due in the next academic year and reiterated the previous comments about support, shared responsibility, and accountability sitting with the board.</p> <p>Q: Has there been much disruption caused by snow days and strikes? A: Yes, I have never known strikes in my whole teaching career.</p> <p>Q: Are there any issues which you have been causing you concern or anything we should be aware of? A: Mrs Latham and I have been worried about the budget, pay increases and After School Club. It does keep you awake at night.</p> <p>Q: Is there anything governors can do? A: Not really, just have discussions about how we can move school forward and not be back in the same position again. The sheer volume of things can be difficult to manage but that could be said of many jobs.</p> <p>Q: Are you getting any time at home to get work done? A: Yes, snow days helped to catch up on work. I also had some time on a couple of the strike days.</p>	
<p>65. Financial Management and Monitoring</p>	<p>ACTION: Carry forward approval of the draft budget to the next meeting of the FGB.</p> <p>Finances had been discussed in detail at the meeting of the Safety and Resources Committee.</p> <p>Governors were informed that the end of year position was healthier than expected with a carry forward position of approximately £30,000, which was around £3,000 more than originally predicted.</p> <p>Governors commended Mrs Latham for her skilful management of the budget and hard work.</p>	<p>GCS</p>
<p>66. Policies for Approval by Full Governing Body</p>	<p>RESOLVED: That the LA Smoking and E-Cigarette Policy be approved.</p> <p>RESOLVED: That the Supporting Pupils with Medical Conditions Policy be approved.</p> <p>The Attendance Policy had been added to the shared drive for review due to a change of wording. Kirklees Legal Team had sent a Code of Conduct checklist of amendments regarding penalty notices.</p>	

	<p>Governors were informed that the Code of Conduct accompanied the policy. Pyramid Heads had been happy with the additions made to the policy.</p> <p>The Pyramid Heads had previously agreed they would issue fines on the 6th day and as there have been no holidays over this threshold the school has never issued a fine.</p> <p>Q: Where do the funds from fines go? A: Directly to the LA, but the school must administer and impose the fines.</p> <p>RESOLVED: That the Attendance Policy be approved.</p>	
<p>67. School Council and Ethos Group Feedback</p>	<p>The School Council had enjoyed their visit to Dewsbury Town Hall where they had met with the Mayor of Kirklees and visited the council chambers.</p> <p>A bake sale had been held to raise funds for Red Nose Day.</p> <p>Ethos Group activities included Wednesday night eco warriors training. Stacey from Northorpe Hall was scheduled to visit collective worship after the Easter Break to present awards.</p> <p>Q: Are the children enjoying taking part in Ethos Club? A: Yes, they have some good ideas. Governors are very welcome to join collective worship.</p>	
<p>68. Governor Training and Governor Visits</p>	<p>There were no Governor visits to discuss.</p> <p>A Governor and teacher session had been agreed at the Children and Learning Committee meeting. A staff meeting would be used to enable Governors to meet with curriculum leads and view children's books. A date was to be confirmed after pupil progress meetings and parents evening had taken place.</p> <p>Safeguarding training was up to date. Prevent training was scheduled to take place this Wednesday.</p> <p><u>Nautilus Training</u></p>	

	The Head Teacher advised that she had been impressed with a new software monitoring platform which she felt may be of use to Governors. The software allowed for collation of information such as children's work and could help Governors to amalgamate their reports. The Head Teacher suggested that she lead a Governor training session once her own Nautilus training was complete.	
69. Any Other Business	<p>(a) <u>Safer Recruitment Governor</u></p> <p>RESOLVED: That Emma Johnson and Robert Michael would be the Governors responsible for and trained in Safer Recruitment.</p> <p>(b) <u>Wellbeing Governor</u></p> <p>RESOLVED: That Helen Kerr be the Governor responsible for Wellbeing.</p>	
70. Agenda, minutes, and related papers	RESOLVED: That no part of these minutes be excluded from the copy to be made available at the school.	

The Chair closed the meeting at 19:47