

THE GOVERNING BODY OF HOWARD PARK COMMUNITY SCHOOL

Minutes of the meeting of the Governing Body held at 5:00 pm on Wednesday, 13 July 2022.

PRESENT

Mrs V Edmondson, Mrs V Farrell, Mrs M Greenwood, Mr K Huby, Mrs R Jinks, Mrs E Hudson, Mr G Muir, Mr J Pickles, Mr G Thomson

In Attendance

Mrs A F Jewell (Minute Clerk)
Mrs N Holt (Observer)
Mrs S Mollett (Deputy Head Teacher)

102. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies were received from Ms J Thompson (with consent).

There were no declarations of interest.

103. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

The following item was notified to be brought up under any other business:

- KLP Visit Report.

104. REPRESENTATION

The following matters of representation were noted:

(a) Appointment

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Erica Hudson	Designate (Co-opted)	Pending DBS
Graham Thomson	Designate (Co-opted)	Pending DBS
Natalie Holt	Designate (Parent)	Pending DBS

Mrs N Holt was welcomed to the meeting and introductions were made.

(b) Appointment of Co-opted Governors

Governors noted this.

(c) 1 LA Vacancy

Governors noted this.

(d) New Parent Governor Election Process

See Minute 104 (a) above.

105. MINUTES OF THE MEETING HELD ON 12 MAY 2022

RESOLVED: That the minutes of the meeting held on 12 May 2022 be approved as a correct record by the Chair.

106. MATTERS ARISING

There were no matters arising.

107. MINUTES OF THE MEETING HELD ON 18 MAY 2022

RESOLVED: That the minutes of the meeting held on 18 May 2022 be approved as a correct record by the Chair.

108. MATTERS ARISING

There were no matters arising.

109. REPORTS FROM COMMITTEES

(a) Standard & Effectiveness Committee

Mrs Edmondson reported that the Committee had met on 4 July and had received an Art curriculum presentation from Mrs Marcuccio. The Head Teacher had presented KS1 data and talked to the contents.

(b) Finance Committee

The Chair reported that the Committee had met on 4 July and had discussed the budget, carry forward figure of £1623, contingency of £5,000 and the actual –v- budget report was circulated to Governors with notes next to each item. Mrs Farrell had confirmed that she would be completing virements for any spend which has been incorrectly posted.

Premises – leaks to the roof have been repaired. The floor still needs repairing but the whole of the surface requires replacement. An evacuation practice had taken place and gone very well. Mrs Farrell reported that a health and safety walk round had taken place. There is some work to be done during the summer break. Mrs Farrell will be compiling a plan of works.

Governors discussed and approved the proposed playground improvements.

110. FINANCIAL MANAGEMENT AND MONITORING

This item was discussed within Minute 109 (b) above.

The up to date budget figures v spend had been circulated to Governors prior to the meeting.

Mrs Jinks arrived to the meeting at this point.

111. HEAD TEACHER'S REPORT

The Head Teacher's report had been circulated to Governors prior to the meeting. The following were noted:

(a) Numbers on Roll

The school are expecting a couple of pupils to leave due to moving house or moving to a school closer to home. There is the potential of two more pupils joining the school. There are two pupils joining who are under a Care Order and not in education at the moment. This will take Y1 and Y2 over PAN but it would have been unwise to split the siblings.

(b) Staffing

Thanks were conveyed by Governors to all staff but especially to Mrs Lavender, who was retiring at the end of term after many years working at the school. Mrs Lavender has made a huge contribution to the school and will be sadly missed by all.

(c) Attendance

Attendance has dipped slightly to 94.6%. The school has applied the Attendance Policy in all cases. Persistent absentees have stayed the same. It was noted that work done with the previous absentees had improved attendance.

Q: Do parents pay the fines?

A: These are sent out from the LA so we don't know.

(d) SDP

The SDP summary table was highlighted within the report. A number of items had been concluded. The Head Teacher advised that next year the focus will be around mental health development and further curriculum focus, in particular on assessment with clear plans in place as well as development of support staff, skills and understanding.

(e) Staff Wellbeing

Staff are now tired as they work towards the end of term. The school is trialling some changes to the marking and feedback policy to help reduce the amount of time of written marking. This was shared at the recent Standards and Effectiveness Committee meeting in May.

Q: Is this method used in other schools?

A: Yes, it is based on a lot of research.

Q: If there is no written feedback how do you know this has been actioned?

A: It is completed with pupils. We would be able to see progression by looking at their next piece of work and seen it has had a positive impact. Teachers highlight with pink and green through the lesson so that pupils can see what they need to improve on. This is the best way for them to understand where they have gone wrong.

Mrs Jinks reported that the staff wellbeing afternoons have been positively received.

Q: Are the SLT confident that there will be sufficient cover for this next year considering staff reorganisation?

A: Yes.

(f) School Trips

Governors noted the following regarding class trips:

- Y2 have been to Oakwell Hall.
- Y4 are going to the Blue Abyss.
- Y1 are also visiting Oakwell Hall on 15 July.
- Y3 are visiting Skipton Castle on 20 July.
- The residential had gone very well with a good time had by all.
- Reception went to Nell Bank.
- Y6 are going to Adrenaline Trampoline Centre on their leavers trip.
- Young Voices has taken place and the school is already booked to take part in this again in February 2023.

(g) Data

The Head Teacher circulated whole school data summary 2021/22, data summary detailing target compared to summer results, KS1/KS2 SAT results showing percentage of children who had achieved the expected standards compared to those nationally and in the LA. The following points were noted:

- Figures are mixed through school.
- A breakdown of different pupil groups through school was tabled.
- Phonics results are pleasing and above the national average. Mrs Mollett and Y1 staff were congratulated for implementing new schemes which have paid off.
- Writing is slightly lower and reading will impact on this. Lower writing results appear to be across the country with the pandemic having an impact on greater depth writing in particular. Boys are doing well in Y1.
- Y2 – a pleasing results with figures above national average throughout. PP in Y2 and non PP are broadly similar.
- Y3 – writing needs to be looked at. Covid has impacted on this cohort in particular. The school will be using tutoring funding in Y3 and Y4 next year. This will also be spent on intervention and tuition groups through the summer break for Y3, 4 and 5. It will be provided through Teams with a tutor online. The school can provide laptops for pupils to use. The school has to contribute 25% towards this but funds are available.
- Y4 – figures are healthier. Caution needs to be made re greater depth. There is a diverse split in this group who will be closely monitored. Boys are slightly below but this fits with the lower ability in this cohort.
- Y5 – all generally good. Combined is lower. These pupils are either good at Maths or good at Writing but not both. Focus needs to be made on this and the cohort is top heavy with boys in this group.
- Y6 – PP has not done quite as well against non PP. The group has done very well with SPAG.

Q: Are you going to follow up areas of concern?

A: Yes, and into next year. We will be changing how we use TAs and ensure pupils are learning how to write independently instead of copying lines off a board.

The Head Teacher was thanked for his reports.

112. CURRICULUM UPDATE

RESOLVED: That this item be removed from future agendas.

113. STAFF WELLBEING

RESOLVED: That this item be removed from future agendas.

114. GOVERNING BODY REVIEW

See separate review document attached.

115. SAFEGUARDING

A copy of the recent safeguarding audit completed by the school had been circulated to Governors prior to the meeting. The report had been completed recently. Mrs Edmondson confirmed that many items had been covered in her recent report.

116. LONG TERM STRATEGIC OBJECTIVES

RESOLVED: That this item be deferred to the next Governing Body meeting.

117. REVIEW OF POLICIES

No items were notified.

118. REGISTER OF BUSINESS INTERESTS

Governors were reminded to complete the register form by 20 August. Mrs Farrell agreed to contact Governor Services to enquire which Governors had not yet completed the form.

ACTION: Mrs Farrell to contact Governor Services re which Governors need to complete the form.

119. GOVERNOR TRAINING AND GOVERNOR VISITS

Mrs Edmonson's visit was cancelled. Ms Thompson had completed a visit. The Chair advised he had visited to follow up on History and PSHE in Y1, Y3 and Y5. A report has been completed. Mr Thomson has completed the new Governor induction training. Mrs Hudson and Mrs Greenwood are booked on the course in October.

120. ANY OTHER BUSINESS

KLP Visit Report

The KLP report had been circulated to Governors prior to the meeting. The visit had been conducted by Jim Garbutt who is a retired Head Teacher. The report was very positive, reflects well on the whole school and the written report had been received the day after the visit had taken place.

Governors conveyed their congratulations to the SLT and school.

121. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the next meeting of the Governing Body be held on Wednesday, 14 September at 5.00 pm (AGM).

Future meetings: Thursday, 17 November at 5:00 pm

122. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.

The Chair closed the meeting at 7:20 pm