

THE GOVERNING BODY OF HOWARD PARK COMMUNITY SCHOOL

Minutes of the meeting of the Governing Body held at 5.00 pm at the School on Wednesday, 1 February 2023.

PRESENT

Mr G Muir (Chair), Mrs V Edmondson, Mrs V Farrell, Mrs M Greenwood, Mr K Huby, Mrs E Hudson, Mrs R Jinks, Mr J Pickles (Head teacher), Ms J Thompson, Mr G Thomson

In Attendance

Mrs A Jewell (Minute Clerk)
Mrs S Mollett (Deputy Head Teacher)

43. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies were received from Miss N Holt (with consent).

There were no declarations of interest.

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

There were no items notified to be brought up under any other business.

45. REPRESENTATION

Governors noted that the Governing Body currently have the following vacancies:

- 1 Co-opted Governor
- 1 LA Vacancy

46. MINUTES OF THE MEETING HELD ON 17 NOVEMBER 2023

RESOLVED: That the minutes of the meeting held on 17 November 2023 be approved by the Chair as a correct record.

47. MATTERS ARISING

There were no matters arising.

All actions had been completed.

48. REPORTS FROM COMMITTEES

(a) Standards & Effectiveness

The minutes had been circulated prior to the meeting. Mrs Edmondson reported on this meeting verbally and Governors noted the following:

- The Committee had discussed Data update to end of Autumn 2
- Data Breakdown
- Curriculum developments

- Pupil Survey results

Q: What is happening with Pupil Premium figures?

A: It is a case of looking at all individual cases and there are some overlaps so it might be worth taking some out as the figures are quite mixed. At least 5 out of the 10 PP pupils in Y1 are those with SEND

(b) Finance & Premises

The minutes had been circulated prior to the meeting. Ms Thompson reported on this meeting verbally and Governors noted the following:

- The actual -v- budget report had been circulated to Governors, with accompanying notes.
- Governors had discussed the budget and noted it was likely further budgets would be planned over 2 years
- Staff pay increases
- Building – underfloor heating issues, carpets, hall floor
- Benchmarking

49. FINANCIAL MANAGEMENT AND MONITORING

RESOLVED: That Governors approve the SFVS.

50. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

The report was circulated prior to the meeting and the Head Teacher gave a verbal summary section by section. The following were noted:

(a) Numbers on Roll

An appeal has been cancelled in Y2. Two children have left since the last report, both due to moving to schools closer to home. There was no confirmed information concerning September's intake but currently there have been 46 applications for 30 places.

(b) Attendance

Attendance was at 94.2%, which was slightly down due to illness, mainly chicken pox. There have been one or two known cases of Covid. There are no issues.

Persistent absence has risen slightly. The school was in constant contact with these families and numbers are beginning to improve.

(c) Staff Wellbeing

Since the recent Ofsted inspection, staff wellbeing had settled and there was a greater sense of calm around school. At Christmas all staff received a wellbeing afternoon, entitling them to take an afternoon off work at any point through the year.

(d) SDP

The School Development Plan was tabled, along with RAG rating and highlighting any updates made to the objective statements.

(e) Trips

Governors were pleased to learn that the School Council from Years 4, 5 and 6, Head Boy and Head Girl would be visiting the Houses of Parliament on 21 April. This would also include a tour and workshop.

51. STAFF APPRAISAL PROCESS

The Head Teacher confirmed that all staff appraisals had been completed and there were no significant problems. The Head Teacher confirmed he would forward an update to the Chair which would then be circulated to the Staffing Committee.

ACTION: Head Teacher to forward staff appraisal update to Chair.

52. SAFEGUARDING

Q: Is the Single Central Record up to date?

A: Mrs Edmondson confirmed she had checked this when she completed her visit and had reported back previously.

The Chair advised that he had completed safer recruitment training on 31 January. Ofsted had checked the SCR when they had visited. The chair checked that all DBS checks are enhanced. Mrs Farrell confirmed this is the case.

The Agenda was taken out of order at this point.

53. CHAIR OF GOVERNING BODY SUCCESSION PLANNING

The Chair confirmed that he would not be putting himself forward to be Chair of the Governing Body at the next Annual General Meeting, having held the post for the past 10 years. Governors were asked to contact the Chair if they would be interested in nominating themselves to be Chair. It was emphasised that the Governing Body do not want to be in a position where there is no Chair.

ACTION: Governors to contact Chair if they are interested in becoming Chair of the Governing Body in September 23.

54. LONG TERM STRATEGIC OBJECTIVES

The long term strategic objective remained the same, to aim to be outstanding.

It was noted that the Ofsted inspector had not confirmed why the school were not graded as 'Outstanding' at the recent inspection.

55. REVIEW OF POLICIES

RESOLVED: That Governors approve the following policies:

- Staff Disciplinary Procedures
- Emergency Plan

Monitor School Educational Recovery Plan

The Head Teacher advised that the bulk of the recovery funding was being used to top up tuition. Currently the recovery premium and tuition funding are received. The tutor was working a two day week across Y3 and Y4 predominantly focussing on maths, reading, comprehension and individual readers.

56. GOVERNOR TRAINING AND GOVERNOR VISITS

Ms Thompson advised that she had completed a link visit to Y6 on 30 January. The Chair advised that he had visited school on 27 November looking at maths and RE. The Chair had also completed a health and safety visit on 30 January. There were no issues.

The Chair had completed safer recruitment training and Mr Thomson had completed safeguarding training. Mrs Hudson completed Getting Ready for Ofsted training. Mrs Farrell, Mrs Hudson and Miss Holt are booked on finance training.

Safeguarding training has been booked for 22 February.

Governors were reminded that there was training available on NGA and Kirklees Business Solutions websites.

57. ANY OTHER BUSINESS

No items were notified.

58. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the following meetings take place:

Full Governing Body

Tuesday 2 May at 5.00 pm
Wednesday 12 July at 5.00pm

Standards & Effectiveness

Wednesday 19 April at 6.00 pm
Monday 26 June at 5.00 pm

Finance

Wednesday 19 April 2023 at 5.00 pm
Monday 26 June at 6.00 pm

59. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of this agenda, minutes 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 6:40 pm