

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, 12 July 2023.

PRESENT

Mr G Muir (Chair), Mrs V Edmondson, Mrs V Farrell, Mrs M Greenwood, Mrs N Holt, 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)

78. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

There were no apologies for absence or declarations of interest.

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

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

80. REPRESENTATION

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

- 1 Co-opted Governor
- 1 LA Vacancy

81. MINUTES OF THE MEETING HELD ON 2 MAY 2023

RESOLVED: That the minutes of the meeting held on 2 May 2023 be approved by the Chair as a correct record

82. MATTERS ARISING

There were no matters arising. All actions had been completed.

83. 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 Spring 2
- Data Breakdown
- Curriculum developments
- Catch up funding and outcomes

(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.
- Appeals for Reception
- Letter sent to LA re number of SEND pupils on roll
- Health and safety walk round
- Caretaker reduction in hours

84. FINANCIAL MANAGEMENT AND MONITORING

There were no further items to report than had already been discussed in Minute 83 above.

85. HEAD TEACHER'S REPORT INCLUDING SDP REVIEW AND STAFF WELLBEING

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

(a) Numbers on Roll

All six appeals had been rejected. There were few children leaving through the school, any leaving were moving to schools closer to home. It was expected Y5 would go down to 30 next year. Y2 would have 27 in the cohort due to three children moving away. A document had been circulated to Governors tabling the predicted fall in the birth rate and numbers of pupils in different catchment areas who attend the school, ie 26 children who were in the Heaton Avenue catchment area attend the school, 20 children who were within Whitechapel catchment attend Howard Park. The Head Teacher advised that the school was being proactive in getting pupils into Reception next year. Some parents had already been to look around.

(b) SEND

The Head Teacher and Deputy Head Teacher had attended a meeting with Miss J Sanders from the LA to discuss the number of pupils with EHCPs at the school. There were currently 15. From the number of SEND pupils, only 22% were in the school catchment area, 78% should be attending a different school. Therefore, the workload would be a lot more manageable. Governors were informed that there was an ongoing review by Peter Gray at the LA of SEND provision. Ms Sanders had explained she would be reviewing some of the conditions around how transition funding would be offered for pupils moving into reception. There was also a conversation around the notional SEND funding and how this could only increase for school if there were to be more than 16 EHCP's.

(c) Attendance

Attendance was at 94.2% which was marginally above the national average of 93.8% Mainly due to holidays, particular with Y3 and Y4.

Persistent absence had fallen throughout the year and was below the national average.

(d) Staffing and Wellbeing

The staffing structure for September had been circulated to Governors. There was currently an advertisement for 1:1 TA to work with a child further up the school. There would also be a vacancy for someone to work mornings with a child in Reception.

Mrs Jinks confirmed that all staff were tired and looking forward to the summer break. The Head Teacher conveyed his thanks to all staff for their hard work during the year.

(e) SDP

The School Development Plan was tabled, along with RAG rating and highlighting any updates made to the objective statements. A couple of objectives would be kept on for the following SDP.

(f) DATA

The Head Teacher provided a data update which included the SATs results which had been released on 11 July. SATs results were as follows:

- Reading 76.7%, national 73%
- Writing 66.7%
- Maths 70% national 73%.

The Head Teacher confirmed the school were happy with the results and there were no major concerns. This had been a particularly weak cohort and was boy-heavy also.

Q: How do these results compare to last year?

A: We will compile the data and send this on to Governors in due course.

ACTION: Head Teacher to compile data tabling comparison of 2021/22 SATs results and 2022/23 results for Governors

86. CHAIR OF GOVERNING BODY SUCCESSION PLANNING

The Chair advised that Mr Huby had confirmed he would be interested in taking on the role of Chair in the Autumn. It was agreed Mr Huby and the Chair would meet and discuss the role and responsibilities before the AGM on 13 September.

The Head Teacher thanked the Chair on behalf of the school and Governors for his many years of support and assistance given to the school and Governing Body during his tenure as Chair.

87. GOVERNING BODY SELF REVIEW

Governors talked through and updated the self-evaluation pro forma available from The Key. This was attached as a separate document.

88. SPENBOROUGH TRUST

The Head Teacher informed Governors that he had been approached and asked to join the Spenborough Co-operative Trust which was a trust that supported the work of nine schools in the community.

The group of schools involves the three founder members of Spenborough High School, Littleton and Fairfields. Associate members were Gomersal, Hightown, Headlands and Roberttown. By working together, the Trust believed they could raise achievements by sharing ideas and best practices with Trust members, working together on curriculum development, creating shared services and working towards more effective economies of scale and strengthening the way they provide for children's education. There was an expectation that if a school joined the Trust they had to sign up for sharing school improvement; the Head Teacher would meet with the other heads and they would form a shared SDP. There was then a shared commitment to work together towards the targets.

There was a small charge of £1-£2 per child to join the Trust and this funding was then put towards funding improvement, ie paying for an Ofsted inspector to come in and work with 3-4 schools who were in the Ofsted inspection window. It was noted that a requirement would be for one Governor to attend a Trustee meeting per term to ensure the Governing Body had an awareness of what was going on. There was an expectancy that if a school joined then they had to be transparent about any problems they may have.

After some discussion it was agreed that the school would join the Trust for one year initially. The Head Teacher agreed to report back to Governors if he received any further relevant information.

RESOLVED: That the School join the Spenborough Trust for a minimum of 12 months

89. SAFEGUARDING

The up-to-date safeguarding report had been circulated to Governors prior to the meeting. There were no issues raised.

90. LONG TERM STRATEGIC OBJECTIVES

There were no items to report.

91. REVIEW OF POLICIES

RESOLVED: That Governors approve the following policies:

- School Dog Policy
- Educational Visits policy

92. GOVERNOR TRAINING AND GOVERNOR VISITS

The Chair confirmed he had completed a monitoring visit looking at RE and Maths.

A visit report had been completed. Mrs Greenwood confirmed she would be completing a monitoring visit with Mrs Mollett in September. Ms Thompson, Mrs Edmondson and Mr Thomson would all need to complete visits, but it was likely these would now take place in Autumn.

Safer recruitment training had been completed by the Chair and Mrs Greenwood.

93. ANY OTHER BUSINESS

No items were notified.

94. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the following meetings dates be agreed:

Full Governing Body

Wednesday, 13th September 2023 at 5.00 pm

Wednesday, 22nd November 2023 at 5.00 pm

Standards & Effectiveness Committee

Wednesday, 8th November at 5.00 pm

Finance Committee

Wednesday, 8th November 2023 at 6.00 pm

95. 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 7:00 pm