

THE GOVERNING BODY OF SLAITHWAITE C OF E JUNIOR AND INFANT SCHOOL

Minutes of the extraordinary meeting of the Governing Body held at 6.00pm by Videoconferencing on Wednesday, 30 March 2022.

PRESENT

Mrs N Bailey (Chair of Governors), Mrs S Brown, Mrs D Kaye, Reverend G Holdsworth, Ms J Humphries, Mrs D Sharpe, Mr T Szoradi, Mrs E Trescott, Mrs P Wood.

In attendance

Ms C Stephen (Meeting Clerk)
Mr C Hudson (Deputy Head Teacher)
Miss L Connolly (Teacher)

Reverend Holdsworth opened the meeting with a prayer.

Prior to the start of the formal business of the meeting, Mr Hudson, on behalf of himself and Miss Wadsworth, gave an overview of Reading in school and the measures being taken to support pupils' reading journey. The following points were made from Miss Wadsworth's report:

- In Early Years, the "Read, Write, Inc" Phonics scheme had been introduced from September following government insistence that only one, government approved scheme be used.
- Progress had been seen in both spelling and word recognition since September. Staff had worked very hard to deliver the scheme.
- The bottom 20% of pupils identified in six-weekly test received one-to-one support. The children in this group varied, depending on their performance.
- Currently 92% of EYFS were working at the Expected level or above whilst the prediction for July was that 96% of them would achieve this level. In Cherry class, 68% were currently at Expected or above with 84% anticipated to reach this by July whilst in Beech the corresponding figures were 52% and 76%. These figures were influenced by the numbers of SEND pupils in the groups.
- Phonics work was having an impact across the curriculum with improvements seen across the board. To support
- The next stage had been purchased. This introduced comprehension work.
- Books sent home matched the child's current reading ability. E books were available but had proved less popular.
- Pupils also had access to more challenging "love to read" texts for which they might need additional help to fully access but which engaged the children's interest and fostered a love of reading.
- Mr Hudson and Miss Wadsworth were to visit a local school which also used the scheme on 31 March 2022 to pool ideas.

Governors raised questions about staffing levels needed to provide one-to-one interventions for those who came in the bottom 20% of each test. This was difficult to manage if any staff members were absent as school was working to its capacity already and there was already pressure on available space. However, the Phonics support sessions took place at different times throughout the day.

Action: Governors to monitor pressures on staffing because of the one-to-one interventions.

Q. Were Reading Friends able to come into school to listen to pupils read?

A. Volunteers had been in touch and it was hoped that this could begin again after Easter.

Q. Were parents informed if their child was receiving a one-to-one intervention?

A. Mr Hudson was unsure of current practice in EYFS but this would be raised as a Development Point with Miss Wadsworth.

Governors thanked Miss Wadsworth for her report.

Key Stage 2

In the latest Reading Test, 33% were a little below Age Related Expectations (ARE) whilst 66% were at or above ARE. Of these, 33% were working at Greater Depth.

Some of KS2 followed the Read, Write, Inc scheme whilst others had progressed to shared reading which involved written as well as verbal responses. This was enjoyed by the pupils and texts had been carefully chosen to be both interesting and stimulating. These pupils also had individual reading time where they could enjoy texts of various sorts at an appropriate reading level.

The School had decided to produce a separate Reading Policy to reflect the importance placed on the topic. This was being finalised, and then long and medium term planning needed to be reviewed in the light of the policy.

Q. Would Reading Ages be made available so parents could give their child reading matter appropriate to their ability level?

A. The current test gave only generalised Reading Ages with anyone who scored above 10.6 simply being listed as having done that rather than being given an “exact” age. An alternative scheme might give more detail but the ability to read the word rather than a child’s understanding of it was being measured. Teachers would be able to recommend appropriate books as they had a good understanding of a child’s current level.

It was hoped that the meeting with Linthwaite Ardron would help school decide on best practice as they had had feedback from Ofsted recently.

Documents detailing what to look for in a Reading “Deep Dive” had been shared with governors.

Governors thanked Mr Hudson for his report and praised the initiative of having a separate Reading Policy.

Action: Reading to be added as a Standing Item to the agenda of Full Governing Body meetings.

Action: The Governor with Special Responsibility for English to arrange a visit to school after the Easter holiday.

Miss Connolly – Carry My Story Project

Miss Connolly explained that school had been partnered with a two form entry school in Heckmondwike to help children understand each other’s cultures and background and also to recognise the similarities in their experiences despite their different situations.

“Who Am I?” poems had been composed by pupils from both schools, reflecting on their life experiences and these had been exchanged. It had been interesting to explore the common ground between the pupils.

Heckmondwike pupils had produced a “Seven Wonders of Heckmondwike” pack and this had been exchanged for a “Best of Slaithwaite” model with Q-codes giving information about highlights of the village.

The way different cultures had been clearly shown and received with mutual respect had been praised by the organisers of the project.

Pupils involved with this project would also be paired with an adult refugee after half term who would share their story with the children. The project would end in the final term with a celebration of the different cultures. Children had enjoyed the work done thus far and it was good to see their experience of the wider world expanding.

Governors thanked Mr Hudson and Miss Connolly for their work and their contribution to tonight’s meeting.

Mr Hudson and Miss Connolly left the meeting at this point.

No.	Item	Action																		
54.	<u>APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST</u>																			
	Apologies for Absence were received from Mr B McDermott (Consent) and Mrs C Simpson (Consent). There were no Declarations of Interest.																			
55.	<u>NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS</u>																			
	Items notified for discussion under Any Other Business were: <ul style="list-style-type: none"> • PAN • Mothering Sunday Service 																			
56.	<u>REPRESENTATION</u>																			
	<table border="0"> <tr> <td><u>End of Term of Office</u></td> <td><u>Category</u></td> <td><u>With Effect From</u></td> </tr> <tr> <td>Sara Brown</td> <td>Foundation PCC</td> <td>23.05.22</td> </tr> </table> <p>Reverend Holdsworth offered his support for Mrs Brown being appointed for a second term as Foundation PCC Governor.</p> <table border="0"> <tr> <td><u>Disqualification</u></td> <td><u>Category</u></td> <td><u>With Effect From</u></td> </tr> <tr> <td>Mr C West</td> <td>LA Governor</td> <td>10.01.22</td> </tr> </table> <p>Mr West had missed three consecutive meetings of the Full Governing Body had had not responded to efforts to contact him.</p> <p>A vacancy for an LA Governor existed. The Clerk advised that an existing member of the Governing Body apply to be appointed as LA Governor as there seemed to be a lack of suitable candidates within the Authority and vacancies tended to remain open. Mr Szoradi, a parent governor whose term of office was to end in the near future was approached with a view to doing this.</p> <table border="0"> <tr> <td><u>Governor Designate</u></td> <td><u>Category</u></td> <td><u>With Effect From</u></td> </tr> <tr> <td>Mr B McDermott</td> <td>Parent (Designate)</td> <td>Pending DBS</td> </tr> </table>	<u>End of Term of Office</u>	<u>Category</u>	<u>With Effect From</u>	Sara Brown	Foundation PCC	23.05.22	<u>Disqualification</u>	<u>Category</u>	<u>With Effect From</u>	Mr C West	LA Governor	10.01.22	<u>Governor Designate</u>	<u>Category</u>	<u>With Effect From</u>	Mr B McDermott	Parent (Designate)	Pending DBS	SB to contact the Diocese to apply for a second term of office NB to contact SGS to ask about protocols for applying to become LA Governor
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	<p>Check</p> <p><u>Appointment</u> Mrs J Humphreys</p> <p><u>Category</u> Parent</p> <p><u>With Effect From</u> 14.02.22</p> <p>A vacancy for a Parent Governor was to be advertised in the near future.</p>	
57.	<p><u>MINUTES OF THE MEETING HELD ON 10 FEBRUARY 2022</u></p> <p>RESOLVED: That the Minutes of the Meeting held on 10 February 2022 be agreed and approved by the Governing Body.</p>	
58.	<p><u>MATTERS ARISING FROM THE MEETING HELD ON 10 FEBRUARY 2022</u></p> <p>There were no Matters Arising.</p>	
59.	<p><u>MINUTES OF THE MEETING HELD ON 22 MARCH 2022</u></p> <p>RESOLVED: That the Minutes of the Meeting held on 22 March 2022 be agreed and approved by the Governing Body.</p>	
60.	<p><u>MATTERS ARISING FROM THE MEETING HELD ON 22 MARCH 2022</u></p> <p>There were no Matters Arising.</p>	
61.	<p><u>REPORTS FROM COMMITTEES</u></p> <p>(a.) <u>Finance and Premises Meeting held on 30 March 2022</u></p> <p>Mrs Kay drew governors' attention to the following points:</p> <ul style="list-style-type: none"> • All governors had received the close of year accounts plus the proposed draft budget documents with their papers. • The carry-forward for 2021-22 was approximately £68,000 (£25,000 above expectations) with no major outgoings anticipated before the close of the financial year. • The draft budget was balanced, with savings anticipated on the Head Teacher's salary helping in this regard. • The LA had advised schools to budget for a 118% increase in fuel costs in 2022-23. • The proposed carry-forward prediction for 2022-23 was circa £50,000. Governors thanked Mrs Bradley for her financial probity throughout her tenure in the role of Head Teacher. • Staffing was to continue at the same level as this year. Increases in salaries had been budgeted for. Fixed term contracts for ETAs had been extended until 30.03.23. • A further instalment of the Sports Premium was due to be paid to school. • Governors would formally approve the B3 after Easter when the final carry-forward figure was known. • The new boiler had been installed with a minimum of fuss and with a smaller than asked for contribution from the school's DFC. • A full fire inspection had taken place and the Actions arising from this had been dealt with, with the exception of the installation of a fire door to the old cloak rooms. The committee had approved the spending of £17,000 of DFC to remove walls between storerooms and the cloak room and to 	

	<p>refurbish this area. A further £3,000 from DFC had been allocated to pay for the fire door.</p> <ul style="list-style-type: none"> • The DFC had been completely accounted for. • A successful lockdown practice and separate fire drill had taken place. All records were up to date. • Staff had been reminded to keep external doors locked when classrooms were unoccupied to comply with safeguarding protocols. <p>Governors thanked Mrs Kaye for her report.</p>	
62.	<p><u>HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS</u></p> <p>Mrs Bradley had circulated her report to governors prior to the meeting.</p> <p>She drew attention to the following points:</p> <ul style="list-style-type: none"> • Mrs Beckett and Miss Millward were now working full time. • The number of children in receipt of Pupil Premium had risen to 20 since the distribution of the report. • Numbers of SEND pupils remained high. • Provision for pupils with high levels of need was demanding and the needs of individuals versus the needs of the rest of the class had to be taken into consideration. The processes needed to access adequate levels of support from outside agencies were time consuming and drawn out and sometimes suspending a child was the only option. • Team Teach refresher training had been done by two members of staff. • Prevent training had been done by all staff; Safeguarding training was due in Autumn 2022. • The Colne Valley Hub Hardship Fund had helped two families with children at the school. • As part of the School Self-Evaluation process, Mrs Bradley was keen to reinstate a programme of governor visits after the Easter break to look at subject areas. • Governors were welcome to attend staff training on the subject of Autism on 15 June at 3.30pm. • A SEF working party was to meet on Wednesday 25 May at 5.00pm. This would be useful in helping governors support the new Head Teacher. • Whist SATS results would not be published this year, it was felt that the Achievement and Progress Core Group should begin meeting again to look at academic progress, beginning on 25 May 2022. <p>Governors thanked Mrs Bradley for her report.</p>	
63.	<p><u>MONITORING OF THE FULL BUDGET REPORT</u></p> <p>This had been done via the report from Mrs Kaye of the meeting of the Finance and Premises meeting. Minute 8 refers.</p>	
64.	<p><u>SEF</u></p> <p>The current version of the SEF (which was a working document) had been circulated to governors prior to the meeting.</p> <p>A SEF Working Party, made up of volunteers from the Governing Body had arranged to meet on Wednesday, 25 May 2022 to look at the</p>	

	document in detail.	
65.	<u>SAFEGUARDING</u>	
	School had made a small number of referrals to Social Care on behalf of some pupils; no actions had been deemed necessary. There were no Child in Need, Child Protection Plans or Team Around the Family provisions in place at this time.	
66.	<u>POLICIES FOR REVIEW</u>	
	There were no policies for review at this time.	
67.	<u>GOVERNOR TRAINING AND GOVERNOR VISITS</u>	
	Mrs Trescott had visited Early Years and met with Mrs Cherrington. Mrs Brown had spent the morning with Year 6 and its staff. Reverend Holdsworth visited regularly to take part in school assemblies and commented on how encouraging they were and how well school celebrated the successes of its pupils.	
68.	<u>ANY OTHER BUSINESS</u>	
	(a.) <u>PAN</u> The school's PAN for 2023-24 had been confirmed at 23 on 15 March 2022. Places for 2022 would be allocated in the second week of the Easter holidays. It was anticipated that Reception would be full. (b.) <u>Mothering Sunday</u> Mrs Brown commented on how good it had been to see Cubs and Beavers involved in the church's Mothers' Day service, along with so many children and parents.	
69.	<u>DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS</u>	
	RESOLVED: That the next meeting of the Governing Body be held at 7.00pm on Wednesday, 25 May 2022, preceded by a meeting of the SEF Working Party and the Finance and Premises Committee.	B3 To be sent to members of F and P Committee
70.	<u>AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY</u>	
	RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available to the school, in accordance with the Freedom of Information Act.	