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**ARNSIDE NATIONAL SCHOOL IS AN ACADEMY
Company number 07840925**

Minutes of Arnside National C of E School Governing Board Meeting (GBM)

held Tuesday 22 November 2022 at 5.00pm

Key: highlighted areas in yellow = action point highlighted areas in blue = impact measure highlighted areas in green = question

Present: Mr David Adair, Mr Graeme Armstrong, Mrs Judith Bratt, Mr Chris Hargreaves, Mrs Carla Hartropp, Mr Steven Henneberry, Mr Chris Myers, Ms Jacki Piper, Mr Ian Service Chair of Governors, Mr Nick Sharp Headteacher, Revd Hannah Wallace, Mrs Steph Woodburn.

In attendance:

Mrs Sue Glendinning Governance Professional to the Governing Board

GBM 52/22 Welcome

Mr Service welcomed governors to the November meeting. As the auditor has not yet completed the annual accounts, he is unable to attend this evening's meeting; therefore, arrangements for a virtual governing board meeting to receive the annual accounts were made for Tuesday 29 November 2022 at 4.00pm. An invitation will be sent to governors.

GBM 53/22 To receive apologies for absence

Mrs Steph Griffiths: recovering from surgery. Mrs Glendinning has sent a get-well card on behalf of governors to Mrs Griffiths.

Revd Andrew Norman: funeral in Glasgow.

Mr Henneberry informed the Governance Professional that he will join the meeting at the conclusion of his own school's staff meeting.

The meeting was quorate with 12 governors present.

GBM 54/44 Declaration of conflict of interest in agenda items

Standard declarations from Mr Sharp, Mr Adair, and Mr Henneberry, about being related to members of staff. Nil else declared.

GBM 55/22 To receive the minutes of the previous meeting held 20 September 2022

The minutes were agreed to be a true and accurate record of the meeting; proposed by Mr Adair seconded by Mr Armstrong and duly signed by the Chair.

GBM 56/22 Action points progress

GBM 45/22: Mr Myers to assist Mr Sharp with SDP target setting. This action was completed and proved to be an extremely useful, productive session. Mr Myers was thanked for his input to the process. **COMPLETE**

GBM 47/22: Parents to be reminded of the process for resolving issues by going through the correct channels. This is proving to be less of an issue this term. Parents are using the correct channels to raise their concerns. **COMPLETE**

Authorised by Chair: *I. Service*

Date: 28 February 2023

GBM 57/22 Headteachers report

a) Ofsted preparation

Governors were issued with the latest updates on the inspection framework and asked to read in preparation for an inspection at school, which should take place sometime in this academic year. All objectives outlined in the previous inspection have been met.

Curriculum Development is all up to date, with all curriculum leaders well versed in their subjects. Curriculum mapping is an embedded practise in school as well as being on the school website. Curriculum organisation is all in place with governors assigned to curriculum areas for monitoring purposes.

Dojo and photographs are all updated for curriculum areas.

Permission from governors was granted to have a WhatsApp Group set up so that in the event of the phone call from Ofsted, Mrs Glendinning can cascade notification of arrangements quickly and effectively to all governors' simultaneously.

Action point:

New governors were asked to submit their monitoring reports to Mrs Glendinning for dissemination and filing.

b) SIAMS preparation

The new vision statement has been embedded in all school documentation, policies and procedures and is being enacted daily by staff and pupils. The school vision drives events and all non-curricular activities in school. Governors have received the information regarding the new SIAMS framework, which remains "radically different, radically the same" with judgements replacing grades. School are not in the SIAMS window this academic year; however, governors were asked by the Chair to read the information sent out and to consider the various elements within it when conducting their monitoring visits in school.

Judgement 1

Through its vision and practice, the school is living up to its foundation as a Church school and is enabling pupils and adults to flourish.

Judgement 2

The school's vision and practice are not enabling it to fully live up to its foundation as a Church school. This is for the following reason/s.

Mr Henneberry joined the meeting at 5.15pm.

Mr Sharp reported that school numbers are good with 128 pupils on roll.

- Attendance is 97%, which will rise again in the weeks leading to Christmas.
- School have held back sending out attendance letters due to Covid; however, from January 2023 any pupil with attendance below 90% will receive a letter inviting the parents to attend a meeting to discuss the issue.
- Late arrivals of pupils to school has been an issue, due to the change in start times to the school day. A reminder will be sent to parents informing them that the earlier start to the school day is in action.
- Mrs Pearce the curriculum lead for RE has everything in place for the refurbished curriculum.
- School led tutoring starts on 28 November for 17 pupils, which Mrs Pearce will conduct. It is envisaged that the programme will take until Easter to be completed.
- English as an Additional Language (EAL) with Marie Murphy is going very well.

Q: Is funding for the Ukrainian pupils filtering through to school yet?

A: Mr Sharp reported that he is in constant contact with the funding agency. Funding has been received for 1 child. An email address for a funding contact has finally been received in school, which should enable access to 40k for the Ukrainian children attending school. This additional funding will keep school's budget in the black over the next three years.

Authorised by Chair *I. Service*

Date: 28 February 2023

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- A cluster review with Crosscrake and Sedbergh schools will take place next week.
- The parent/carer questionnaire data is to be collated, then disseminated to staff, governors, and parents. There was a 50% response rate, which was positive. One area that was noted was the question “Does the schools Christian ethos impact upon your child?” Some parents have responded “don’t know” or “no”. This indicates that parents do not know what the school vision is: Love

Action point:

Mr Sharp to review the data and report back to governors.

- School finance will be reviewed on Friday 25 November when the bursar and auditor are in school. School is in the same position as other schools for the next 12-18 months, with reserves being readily used up to pay for the staff pay increases which have been backdated to April 2022. No additional income was placed in the school budget to cover these costs. Mr Sharp indicated that school will run a tight ship over the next year regarding staffing and ordering of stock. The ESFA have asked if school require another visit to review areas for cost reduction, which school have asked to be placed on hold for the moment.
- The PTA have been rebranded as FOANS, **F**riends of **A**rnside **N**ational **S**chool. This group is now open to the wider community with a new chair and treasurer in place. The governing board recognise the tremendous hard work that the past committee have undertaken on behalf of school to raise additional funds and asked that their thanks be recorded and extended to the group.
- A new CIF bid has been placed with the Diocese for the remaining roof refurbishment and a new alarm timing system. A 2–4-year plan is in place, which is much more proactive. Grateful thanks were extended by Mr Sharp to Lee Hough from Dallam School who assisted with the process.
- The solar panel grant has been confirmed by Lake Solar, with confirmation when the work will be carried out awaited. The panels will go on the new roof.

Q: Has the damage to the entrance been repaired?

A: The damaged wall has been repaired.

- The Multi Academy agenda was not referred to in the recent meeting held with the ESFA. The Diocese are in the process of making changes to their MAT format, one is geographical with a proposed North/South MAT system. School and the governing board will make a decision on the way forward when more concrete options are available, and will act in schools best interest at all times in relation to this matter.
- The Kings Coronation Bank Holiday is confirmed as Monday 8 May 2023. As this is the start of SATS week, school are awaiting information about changes to the process, given schools are off on the Monday.
- Mr Sharp informed governors that his appraisal date has been set for 1 December 2022. The appraisal panel are all available to attend.

GBM 58/22 Governance

a) To receive committee minutes

The minutes of the staffing and finance committees have been circulated. The curriculum committee meet next week. The contents of the minutes have been noted.

Authorised by Chair: *I. Service*

Date: 28 February 2023

b) To receive Governor monitoring reports

Reports have been received and disseminated for Maths, English and Building Health and Safety.

A reading evening was held recently in school for parents of children in KS1. This was well attended, and Chris Myers will review the feedback.

The SEND report will be shared with governors after it has been reported on at the curriculum committee.

Mr Service reinforced the point that pupils have fun in maths lessons, with concrete, reinforced learning taking place, with life skills being taught; ie. Addition, subtraction, multiplication and division, money etc. that will be useful as pupils grow, not just mathematical concepts.

c) Governor e-training

Governors were asked to ensure that they have an up-to-date safeguarding certificate and to complete as many training modules using the NGA site as possible, whilst we have access to a free service.

The site is free to access until April 2023. Anyone who has an issue accessing the site, please contact school for assistance.

GBM 59/22 Safeguarding matters

Mr Sharp and Ms Piper updated their Level 3 safeguarding certificates in November 2022.

Ms Piper is checking up on staff training sessions and being proactive in renewing certificates.

There are no safeguarding issues in school to report on.

GBM 60/22 Policy review

Policies will be reviewed by governors at committee level and brought to the governing board for ratification. All policies are up to date for this year and the review cycle will continue again in January.

GBM 61/22 Chair's report

Mr Service reported that the local Ukrainian Support Group are very proactive and will be part of the BBC One Show in December, when a film crew will visit the village and report on activities leading up to Christmas for the refugees. The Community Christmas Party will be the focus, as well as Christmas on the Prom with local businesses, and the school nativity in St James Church, which will involve the Ukrainian children who have joined the school this last year singing a Ukrainian Christmas Carol. Confirmation from the Diocese and PCC is being sought to permit filming in the church on Friday 9 December 2022.

The Carol Service will be held in the last week of term on 16 December 2022.

GBM 62/22 Items deemed confidential

No items deemed confidential at this meeting

GBM 63/22 Date of next meeting to receive auditors report Tuesday 29 November 2022 at 4.00pm via teams meeting

Governors will receive their invitations to join the virtual meeting. A quorum of 7 governors is required to ratify the accounts.

GBM 64/22 Date of next face to face meeting Tuesday 28 February 2023 at 5.00pm

Governors were thanked for their attendance and continued support. The meeting was declared closed at 6.00pm.