



**ARNSIDE NATIONAL
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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 23 April 2024 at 5.00pm

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

Present: Mrs Judith Bratt, Mr Patrick Cherry, Mrs Steph Griffiths, Mrs Carla Hartropp, Mr Chris Hargreaves
Mr Chris Myers, Revd Andrew Norman, 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 16/24 Welcome

Mr Service welcomed governors to the meeting.

GBM 17/14 To receive apologies for absence

Mr Graeme Armstrong – work commitments
The meeting was declared quorate with 11 governors present.

GBM 18/24 Declaration of conflict of interest in agenda items

Mr Sharp declared an interest. Nil else declared.

GBM 19/24 To receive the minutes of the previous meeting held 21 February 2024

The minutes were deemed to be a true and accurate record of the meeting, proposed by Mrs Griffiths, seconded by Mrs Hartropp, and duly signed by the Chair.

GBM 20/24 Action points progress

GBM 05/24: Cyber training, all governors to complete the training & submit certificates for filing.
COMPLETED

GBM 07/24: Spirituality policy: this has been shared with all governors. **COMPLETED**

GBM 11/24: Safeguarding training details to be distributed by Mr Sharp. **COMPLETED**

GBM 11/24: Parental questionnaire to be shared with governors.

Governors received the responses and are happy with the information collated and approved the sharing of the document with parents. There was a low response rate this time, even though the timing of the questionnaire had been altered in an attempt to gain a higher response. Mr Sharp explained various aspects of the questionnaire.

Action points:

- **Homework policy to be reviewed in time for September 2024**
- **School to check with all families to see if they have the necessary devices for pupils to access their homework, i.e. tablets, or pc's rather than telephones.**
- **The question relating to governors will be rephrased.**

Strategic Accountability

GBM 21/24 Headteachers report

The headteachers report had been circulated prior to the meeting.

Authorised by Chair: *I. Service*

Date 9 July 2024

Governors were informed that school has a falling roll, which is not just peculiar to Arnside School, but is a national phenomenon, with some school closures in the south of the country. School will receive an additional 4 pupils, which is unexpected but very welcome. The budget has been linked to the falling roll for 2024-25.

The playgroup started after Easter and is proving to be really popular. Families are travelling from Milnthorpe, and numbers are larger than expected.

Three more pupils have had their EHCP's (Education Health Care Plans) approved; with 1 in nursery, Year Reception and Year 3. One EHCP was appealed and has been successful, school await the outcome. An assessment for a pupil in Year 6 has been submitted, and if successful, the EHCP will commence when they start secondary school.

It is good that the pupils needs will be met through the implementation of the EHCP's; however, school must fund the first £6k for each pupil, which means the budget will be reduced by £24k.

School have the staff in place to cover these additional requirements, and a plan is in place for all the pupils with EHCP's.

Attendance data for the spring term up to Easter was shared with governors, with a demonstrable decline in attendance for this time of year. This was due to pupil illness, with scarlet fever, strep A, and Covid, having an effect on pupils, especially in Year 6.

Q: How is attendance this term since the return to school after the Easter holiday?

A: Rates across year groups are back to normal.

Governors were informed that 6 persistent absence letters were issued at the end of the spring term. Parents were offered an informal meeting to discuss the situation, and in four cases it transpired that the absences were illness related. Parents have been informed they must follow the school attendance policy.

Q: How did the parents respond; were they conciliatory or aggressive?

A: Some parents thanked school for pointing the issue out, some were aggressive. Even in a face-to-face meeting parental stubbornness prevailed. As a result of the meetings, school have added attendance as a risk factor in the spring term reports, to raise parental awareness.

Q: KS1 assessments appear to highlight spelling and grammar as an area for review and action.

A: Pupil progress has been reviewed by staff with the phonics programme under scrutiny. School use Twinkl and are currently assessing this cohort to identify any gaps, so that strategies can be developed to deal with issues that may arise. Following the review, school will determine if Twinkl is the correct programme to continue with. It should be noted that this cohort are a stronger group of pupils than in previous years.

Q: How are we managing filter reports? Have any areas been highlighted, i.e. Islam?

A: School have encountered one issue, which shows that the system is working, as it is now filtering out the word, "balls." School have been trying to order additional sports balls; however, the filtering system does not approve! The system is being upgraded.

Q: In relation to safeguarding, has there been any further issues with domestic abuse?

A: Mr Sharp held a long, timely call with Encompass to discuss the domestic abuse that has arisen in a family. The matter is now in hand with the relevant authorities.

Q: Has any additional work been carried out with relating to the racial abuse incident?

A: Mr Sharp discussed the matter with the child concerned, in the presence of their parents. It transpired that the word used, had not been used in a direct way, the child was asking what the word meant, therefore, it was not used inappropriately, so there was no racial incident. Both parents were most supportive throughout the meeting.

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The comment was made that this spring term's collective worship at St Jame's Church has been well attended by parents and highlights pupils' excellence across the board.

Mr Sharp was thanked for his report.

GBM 22/24 Governance

a) To receive committee minutes

The minutes from the Standards, Curriculum Pupil Welfare Committee had been shared with governors. The minutes from the Finance Committee are to follow.

b) Governor vacancy

Revd Norman informed the board that a nomination has been submitted to the diocese to fill the foundation governor vacancy. The nominee has recently moved into the village from Lancashire and is a retired primary school headteacher with responsibility for SEND.

Once the nomination has been approved, the governing board will be back to full compliment.

c) Governor e-training

Governors were reminded to take advantage of the free access to the NGA training modules, and to try to complete 2 modules between meetings.

c) Governor monitoring

Reports from Mr Myers for English monitoring and the responsible officer check, and Mrs Bratt for SEND, awaited.

Other reports received on the health and safety walk around school and the RE observation around school have been circulated and filed.

GBM 23/24 Finance update

Mrs Evans, the school bursar visited school on 15 April and reported that the budget spending is going to plan, with no predicted overspend in any area.

The staffing structure is balanced and viable and the three-year budget plan is also viable.

It was unfortunate that school missed out on the CIF bid for the school roof by a margin of 3%.

An appeal has been submitted, along with the asbestos plan. The service of closure was not required.

The CIF bid will be resubmitted and will include the recent governor health and safety building audit monitoring report. Mr Sharp will also direct the data for the bid in the direction of the academy report carried out 4 years ago. The diocesan board are carrying out full checks on all school buildings as part of their energy survey, so hopefully this can form part of the evidence for the bid.

The 5-year electrical certificate was completed over Easter and RAG rated, with several parts highlighted. The RCD fuse system needs to be replaced with fuses costing £250 per fuse, with 10 fuses needed totalling £2,500. A price has been requested for a new distribution board, which will be slightly more expensive, but will provide longevity.

Remedial work will be carried out to ensure school is compliant with regulations.

Mr Sharp is to contact the alarm system company, as the alarm has started going off again.

The finance committee will meet next week.

Q: Is the temporary TLR that has been in place for 1 year, going to run again next academic year?

A: No. There will be no TLR's next year. There is no Deputy HT in place, and Miss Morris's extra day in school is helping out.

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GBM 24/24 Safeguarding matters

Revd Norman will carry out a repeat safeguarding monitoring visit in the summer term and will talk to staff and pupils. A report will be submitted at the next meeting in July.
There are no safeguarding issues to report on from school's perspective.

GBM 25/24 Policy review

Spirituality policy: this has been circulated to all governors and was approved by all, proposed by Revd Norman, seconded by Mr Hargreaves.

Thanks to Peter Barforth from the diocesan support team for his assistance in creating the policy.

Q: Will this policy materially change collective worship in school?

A: No, the policy documents the information shared with children to explain how to enable them to describe their spirituality awareness.

Q: Do we need to add something about failure and disappointment?

A: The windows section identifies OW moments.

GBM 26/24 Chair's report

Mr Service encouraged governors to make themselves known at school.

He reminded governors that we are still within the Ofsted window for inspection. The cascade system for notifying governors via a WhatsApp group was checked, and members acknowledged the test message sent at the meeting.

Mr Cherry gave his apologies and left the meeting at 6.00pm. The meeting remained quorate.

GBM 27/24 Items deemed confidential

No items were deemed confidential at this meeting.

GBM 28/24 Date of next meeting Tuesday 9 July 2024 at 5.00pm

Governors were thanked for their attendance and continued support. The meeting was declared closed at 6.07pm