



**ARNSIDE NATIONAL
CHURCH OF ENGLAND SCHOOL
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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 8 July 2025 at 5.00pm

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

Present:

Mr Graeme Armstrong, Mrs Catherine Firth, Mrs Carla Hartropp, Mrs Janice Lee, Mr Chris Myers
Chair of Governors, Revd Andrew Norman, Mr Ian Service, Mr Nick Sharp Headteacher,
Mrs Gillian Singleton, Mrs Tracey Taylor, Revd Hannah Wallace, Mrs Steph Woodburn.

In attendance:

Mrs Sue Glendinning Governance Professional to the Governing Board

GBM 30/25 Welcome

Mr Myers welcomed governors to the meeting.

GBM 31/25 To receive apologies for absence

The meeting was declared quorate with all governors present.

GBM 32/25 Declaration of conflict of interest in agenda items

Mr Sharp declared an interest. Nil else declared.

GBM 33/25 To receive the minutes of the previous meeting held 29 April 2025

The minutes of the previous meeting were declared to be a true and accurate record.
Proposed by Mr Armstrong seconded by Mr Service and duly signed by the chair.

GBM 34/25 Action points progress

GBM 21/25 Governor vacancy This is an agenda item. **ACTION ONGOING**

GBM 22/25 Meeting with Peter Barfoot rereview of school vision and preparation for SIAMS.
COMPLETED

GBM 35/25 Headteachers report

The report was circulated prior to the meeting.

Mr Sharp referred to points throughout his report to governors for clarification purposes.

Leadership and management:

1. Residential and trips

All trips and residentials have been completed for the academic year. School has received outstanding feedback from YHAs, attractions, campsite staff etc, all complimenting the pupils and how polite, helpful, and courteous they were.

Kym Allan's external visit risk assessment protocols will be used again as school received good service.

2. Class arrangements and Staffing

School will be operating with 5 classes for the next academic year, with a plan to move to a four-class structure for 2026 – 2027 comprising of EYFS, Y1/2, Y3/4 & Y5/6.

Class structures and staffing have been set for 2025 – 2026.

Authorised by Chair: *T. Taylor*

Date 16 September 2025

Carla Hartropp is moving from full time to 0.8 and Leanne Sharp from 0.55 to 0.5. Sadly, Steve Hoare will be stopping PE provision from October 2025. School is currently exploring alternative options to help provide specialist PE lessons and PPA cover. Sam Reynolds will be finishing Breakfast Club, and a request had gone out for alternative cover.

3. CPD

The staff will once again be attending a joint cluster INSET in September with all the local schools. There will be workshops throughout the day and a chance to collaborate and network with curriculum leaders. School has also signed up for another year with the Princes Trust training hub who organise nationally recognised CPD across a range of subjects.

4. Writing moderation

School was selected for Local Authority writing moderation. All judgements were deemed accurate, and the writing portfolio was noted as being detailed, thorough, and with a wide range of appropriate texts.

5. SIAMs

Preparation for SIAMS in 2025 – 2026 is ongoing and self-evaluation forms have been updated accordingly. Roxanne Pearce attended an inspection update, and Peter Barfoot is due to complete a vision review with the staff, GB, parents / carers & pupils. Andrew Norman completed RE observation across the whole school on 3 July 2025

6. School meals

With Orian's price increase in April 2025, school met the shortfall for May, June, and July. From September, all meal prices will rise by 30p.

7. Arnie's & Breakfast Club

The hours of Arnie's remain the same (3.20pm – 6.00pm) but the cost will rise from £9.50 to £10.00. No information has been released about the Breakfast Club trials which have taken place this half term regarding free places for all.

8. Attendance

Fran Morton, attendance officer, visited school to review attendance and holiday absences. The Local Authority are in the process of fining a family identified from the last review. Overall attendance remains high with no <90% concerns.

9. School management system

School is due to switch from Scholarpack to Arbor at the end of term. Sue Reid is in the arduous process of ensuring everything is up-to-date, checked, and ready for transfer. The checklist is extensive.

Buildings

- CIF bid for roof repairs was rejected – scored 67% with a threshold of 72%. There now needs to be a different route taken to attract funding for a school roof.
- Academy Condition Data Collection (CDC) was received March 2025
- An energy certificate review has been completed, and school has a statutory duty to display a colour, A3 copy.
- New CIF bid focus due after CDC review with surveyors, with a possible focus on the electrical system and heaters for school.
- Governors completed a health and safety 'walk through' in May 2025 and identified any potential issues in school.
- FOANS erected the new shade area in the school playground, which can now also be utilised as an outdoor classroom. The EYFS playground installation is due to be completed in July 2025. School saved vital funding, approx £4-5k by clearing the playground area themselves, using angle grinders to remove the wet pour area. The children are excited to see the finished project.

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Q: Is there to be seating under the shaded area?

A: Seating can be moved across to make it a multi-purpose area.

- Summer painting to focus on EYFS classroom.

Achievement

Early Years Foundations Stage (EYFS) 2025:

- 8 Pupils in cohort / EYFS profile showed in 2024 showed that 62.7% of pupils made a good level of development (GLD)
- Pupil Premium GLD (not applicable) / 60% girls & 67% boys
- 2 pupils missed their Early Learning Goals, 1 pupil has an EHCP, 1 pupil missed their writing goals.

Year 1 Phonics check

- Phonics check 2025 Year 1 pupils (11 in cohort) 100% passed
- Year 2 pupils: 2 pupils with EAL achieved 100% pass in their retake.

Governors congratulated the staff and pupils on this tremendous achievement.

Year 4 multiplication check 2025 (17 pupils)

- 94% of pupils completed the check (no threshold set for EXS or GDS)
- 1 pupil disapplied – not accessing the level of the test (EHCP)
- Slightly disappointing results compared to last year, although taken in context, this has been a weaker cohort as they have progressed through school.

Q: Did the results reflect the teacher assessments?

A: Yes. 1 pupil was disapplied because they have an EHCP.

KS1 – 2025 (NOT A STATUTORY REQUIREMENT) (12 pupils)

Key Stage 1 Year 2 (12 children)	Working towards the expected standard WTS	Working at the expected standard EXS +	Working at greater depth GDS
Maths	25%	75%	16%
Reading	25%	75%	8%
Writing	25%	75%	8%
Grammar & spelling	42%	58%	8%
Science	16%	84%	16%

KS2 – 2024 (revised data after removal of EAL & SEND pupil)

Key Stage 2 Year 6 (24 children)	Working towards the expected standard WTS	Working at the expected standard EXS +	Working at greater depth GDS
Maths	5%	95%	5%
Reading	25%	75%	25%
Writing	5%	95%	30%
Grammar	5%	95%	65%
Science	0%	100%	Not applicable

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Targets KS1 & KS2 2024-25:

Y6 Pupils attaining expected standard+ (EXS+)

No of pupils	SPAG	Writing	Reading	Maths
17	82%	82%	82%	88%

Y2 Pupils attaining the expected standard +(EXS+)

No of pupils	SPAG	Writing	Reading	Maths
12	75%	75%	75%	75%

Note: 2 EAL pupils in Year 2

The KS2 results were received in school on 8 July 2025, with all 17 pupils attaining 100%, a fantastic achievement. All pupils out performed expectations. Over 50% of the cohort are at greater depth. Governors congratulated all staff and pupils on the tremendous achievement, as these were the pupils who missed their standard attainment tests in KS1 due to the Covid pandemic. The results have been issued to the pupils and parents. This cohort have sustained depth across subject areas over the past few years and are a credit to the school.

Mr Sharp informed governors that he has received a formal parental complaint. The complaints process has been followed, and Revd Norman has been informed as safeguarding governor as part of his safeguarding review of practise in school. Following a resolution meeting with the parents the following action points will be dealt with:

- Review sports day practise and the style and inclusivity of events for as all pupils.
- Staff training for all teaching and support staff, to take place on unconscious bias.
- The accessibility plan and policy is to be reviewed, so that school are proactive rather than reactive.
- The actions to be in place for the start of the autumn term.

Attendance: 97%

Q: How will the staffing structure in 2025-26 impact upon Mr Sharps's workload?

A: Where there are cost savings in house to be made, Mr Sharp will cover the gaps. Mrs Hartropp is reducing her hours to 4 days per week, taking Monday's off, so Mr Sharp will cover one day per week in Year 1 as well as cover his teaching commitment in Year 6.

Q: Does this arrangement reflect upon his workload?

A: PPA and HLTA cover will be used to alleviate the workload. Mr Sharp will be mindful of his teaching workload and school will be extremely careful with supply cover, which will only be used in emergency situations.

Mrs Sharp will be available for 3 days and can cover supply, as can Mrs Pearce.

Governors insisted that Mr Sharp's wellbeing must be front and centre for governors. Subject leadership is well on so governors determined that it is time to monitor and review leadership qualities in school to assist Mr Sharp.

Q: How is the breakfast club going and is it due a review?

A: This is under consultation with staff.

Q: How are we managing the SIAMS tweaks?

A: Areas for review are on the action plan.

Mr Sharp was thanked for his report.

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Date 16 September 2025

GBM 36/25 Governance matters

a) Committee minutes to be acknowledged

Governors received those committee minutes that had been forwarded to Mrs Glendinning. Committee clerks were reminded to ensure the committee minutes were sent on.

b) Effectiveness of link governor roles & governor monitoring activity 2024-25

New governors are proactive and have increased their monitoring roles.

Frequent monitoring reports have been received from:

- Revd Norman for safeguarding
- Revd Wallace for pastoral reviews
- Mrs Firth for English reviews
- Mrs Service for maths

Mr Myers apologised for not managing his cycle of monitoring due to extenuating family circumstances.

Q: Do staff view governor monitoring as a positive action and is it supportive or intrusive?

A: Yes, governors' involvement in school through the monitoring process is welcomed by staff, who hold productive meetings with governors. They appreciate an external review of their practise. Staff feel supported, they enjoy talking through their individual subjects and find the learning walks highly effective and useful.

c) To approve terms reference 2025-26 and set GB / Committee dates

Mrs Lee will become subject governor for science.

The remaining terms of reference were approved, and when new governors are appointed, they will fill the vacant subject areas.

Action point:

The Staffing Committee will meet on 21 October 2025 so that their recommendations can feed into the Finance Committee that meet on 11 November 2025.

d) To elect chair and vice chair of governors

Governors had received the nomination form to select the next chair of governors, as Mr Myers term of office expires in October 2025 and he does not wish to stand for re-election for a further four years as his child leaves school at the end of term. He stated that this would be his last meeting, and that he would resign at the start of the new term.

Mrs Glendinning had received a nomination for Mrs Taylor, who accepted the nomination.

No other nominations had been received or were tendered at the meeting.

Mrs Taylor was duly elected unanimously by governors and was congratulated on being elected as Chair for the next academic year.

Mr Myers was thanked for chairing the board for the past year, and for his term in office.

Mr Ian Service was elected as Vice-Chair, in order to offer support and guidance to the newly elected chair.

e) Governor vacancy update

Revd Norman informed the board that he has secured a nomination for the vacant foundation governor position, which will be ratified by the PCC at their meeting later this week.

Mrs Woodburn tendered her resignation and said that after 50 years involvement with the school through her children, grandchildren and now great grandchildren attending school, it had been a privilege to serve as a governor; however, technology is getting beyond her, so she knows the time is right to step aside. Mrs Woodburn was thanked for her service as a governor.

This means that there is another foundation vacancy to fill, which Revd Norman will attend to.

There is now a parent governor vacancy with Mr Myers leaving the governing board.

Mr Sharp stated that there is a potential candidate in the parent body, as someone has come forward expressing an interest in taking up office when a vacancy arises. He will follow up on this and send the details though to Mrs Glendinning.

Mr Armstrong's term office as LA governor expires on 12 October 2025, and he said that he does not wish to serve a further term of office. Governors were asked to consider who in the community would be a suitable replacement.

Action points:

- **Mr Sharp to approach the parent who has expressed an interest in becoming a governor and forward details to Mrs Glendinning for follow up.**
- **Mrs Glendinning to send out the governors' skills audit again in September**
- **Mrs Glendinning to inform LA that they are seeking a replacement for the LA governor position**

f) To receive governor monitoring reports

Governors were thanked for their reports received throughout the year.

Mr Service informed governors that he has complained to the DfE about the appalling maths questions set in this year's KS2 SATs. He stated that the allocation of marks did not equate to the question asked and the answers required. After 40 years as a maths teacher and examination paper assessor and moderator the current maths paper is not fit for the 21 Century, as the questions bear no resemblance to modern life experienced by today's young people.

Other curriculum areas have been reviewed and are fit for purpose, i.e. science, English, but maths remains Victorian in principle with no review having been carried out since maths was taught in the 1950 and 60's.

Action points:

- **Mrs Glendinning will resend the paper "asking the right questions" for governors' to use on their monitoring visits**
- **New governor pack to be sent out again, which gives further details on the monitoring aspect**
- **Monitoring policy to be recirculated to all governors, for those who have not seen it before**
- **Governors to attend book scrutiny and writing moderation sessions for their subject areas**
- **PE governor monitoring to occur before the end of term as no report has been received this academic year**

GBM 37/25 Finance

Governors were informed that Orian increased their prices in April, which school have covered: however, the price increase of 30p will have to be passed onto parents from September.

Arnies costs will rise by 50p from September.

Breakfast club is currently on hold.

The budget forecast return is being complied by the Bursar who is calculating all potential cost increases. A meeting with the funding agency is expected in the near future.

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GBM 38/25 Safeguarding matters

Revd Norman has completed the safeguarding audit, and the action plan and current issues have been reviewed. A check is required on the new management system to ensure that it records any safeguarding matters and that current records are safely transferred, as they must be retained for seven years plus

The new cleaner employed in school is being shadowed as their DBS clearance still has not come through.

GBM 39/25 Policy review

The names within the complaints policy need to be altered. The policy will be reviewed in September.

GBM 40/25 Chair's report

Mr Myers stated that governor monitoring reports had been robust and demonstrates that good quality teaching and learning is taking place in school. Challenge is being offered to staff by governors and positive feedback is given by staff to governor involvement.

The school's vision comes to fruition through the good work carried out in school over and above academia. By Mr Sharp's action of having the school vision reviewed, external sources confirm that all is well in school and that the school vision is appropriate and fit for purpose.

Congratulations to all the staff and Mr Sharp for their commitment to the school and the support they offer pupils.

Thanks were given to the governors for their support given to school, and Mr Myers said that the recent additions have strengthened the governing team.

Thanks were also expressed to Mrs Glendinning who steers the course of governance and keeps everyone on track.

Mr Sharp thanked Mr Myers for his support this past year as Chair, for being on the end of the telephone for bounce back of ideas and support when times have been tough. Governors also expressed their thanks to him for taking on the role.

GBM 41/25 Items deemed confidential

No items were deemed confidential.

GBM 42/25 Date of next meeting TUESDAY 16 SEPTEMBER 2025 at 5.00pm.

Governors were thanked for their attendance and continued support. The meeting was declared closed at 6.25pm.

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Date 16 September 2025