

Thornton-in-Craven Primary School

Meeting of the Full Governing Body held on
Wednesday 11th December 2024 at 6.30pm at the school

MINUTES

Present: Suzie Brown (headteacher) (SB); Neil Roe (NR); Rebecca Lofthouse (RL); Debbie Joyce (DJ); Nicola Moorhouse (NM); Donna Ryan (DR); Rachel Davies (RD)

Apologies: Sue Walker (SW); Rebecca Garrity (RG)

In attendance:

Jo Brookes (JB) - Clerk

Governing Body functions:

Ensuring the vision, ethos and strategic direction of the school are clearly defined.

Ensuring that the Head Teacher performs her responsibilities for the educational performance of the school.

Ensuring the sound, proper and efficient use of the school's financial resources.

		Actions
1.	Welcome and Introductions NR welcomed everyone to the meeting and reminded them of the Board's key functions.	
2.	Apologies Apologies were received and accepted from Sue Walker and Rebecca Garrity.	
3.	To remind governors of the need to declare interests, pecuniary or non-pecuniary. The Chair reminded governors of the requirement to do this. There were none.	
4.	To receive notification of any other urgent business. One item to be recorded in a confidential minute.	
5.	To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection. Item 4 and item 12 to be recorded in a confidential minute.	
6.	To approve the minutes from the meeting on 16th October 2024. The minutes were approved by the governors as a true record to be signed by the Chair.	
7.	Matters arising from consideration of the minutes of the meeting held on 16th October 2024 It was noted that the Governing Board had decided not to pursue academisation at the current time. Details of this are recorded in a confidential minute.	
8.	Headteacher's Report Key points noted were: <ul style="list-style-type: none">• Attendance is good and above the national average at 97%• Governor information on the website is up to date.	

	<ul style="list-style-type: none"> SEND provision is a strength of the school. The number of SEND pupils is higher than the national average. Staff take a proactive approach to identifying and supporting those with SEND. This includes regular meetings with parents and support and training for staff. The HT is in the process of recruiting two new members of staff. It was noted that the school should be attractive to potential candidates. <p>Governors questioned:</p> <p>Q. Would it be possible to involve pupils in the recruitment process? A. Pupils will be asked about what qualities they would like to see in their new teachers.</p> <p>Q. Would it be possible to offer flexible working to new staff? A. This can be tricky in primary schools given the level of teaching commitment and other responsibilities. However, HT already does all that she can to accommodate staff needs.</p> <p>Q. Does the HT require further support given the changes in staffing in a small school? A. HT is confident that all is in place. She is being supported by a governor in the recruitment process.</p> <p>Q. How will this change in staffing impact on pupils? A. Staff will work together to ensure that the transition is as smooth as possible. Classes will still have their teaching assistants which will ensure some continuity of provision for pupils.</p>	
9.	Safeguarding This was covered as part of the HT's report. There were no issues to note.	
10.	Health and Safety This was covered as part of the HT's report. Working at heights and manual handling training have been scheduled for January.	
11.	Policies to Review Q. Can policies such as the behaviour and RSE policy be more child friendly? A. The policies are to ensure that adults understand and follow the relevant procedures and protocols. These are disseminated to pupils and put into practice in a range of appropriate ways such as school rules and learning in PSHE and collective worship. RSE Policy was approved by governors. Attendance Policy was approved by governors. Behaviour Policy was approved by governors.	
12.	Confidential Item This was recorded in a separate confidential minute.	
13.	To deal with any matters agreed for consideration under item 4 above. This was recorded in a separate confidential minute.	
14.	Date of next meeting: Wednesday 5 th February at 6.30pm	

The meeting closed at 7.50pm

Signed: (Chair)

Date: