

Thornton in Craven Community Primary School

Governors Meeting, Thursday 19th January 2023

Minutes

Present: Neil Roe (Chair), Suzie Brown (Headteacher), Debbie Joyce (Co-Opted), Rebecca Lofthouse (Parent Governor), Nicola Moorhouse (Staff Governor), Donna Ryan (Parent Governor), Sue Walker (Co-Opted)

Apologies: Rachel Davies (Parent Governor), Rebecca Garrity (Local Authority Governor)

Clerk: Nigel Mason (interim)

1. Welcome

The Chair welcomed the Governors to the meeting, and also Emma Wilkinson (School Maths Lead).

2. Declaration of Interests, financial or otherwise

No interests were declared.

3. Confidential Items

None

4. Urgent Business

None

5. Approval of Minutes

The minutes of the meeting held on Wednesday 16th November 2022 were approved and signed by the Chair.

6. Matters Arising

None

7. Maths Update

The Maths Lead, Emma Wilkinson, provided an update for Governors on the roll-out of White Rose Maths in the school. She reported that Mastering Number element of Maths has not yet

been implemented by Class 1 or 2. Class 1 will start this term and then Emma Wilkinson will support Class 2 implementing this in the summer term. Emma has extended her monitoring to the current term in order to ensure that the roll-out is completed. Two meetings have been arranged for the half-term week in order to brief parents on the new approach to maths teaching so that they can understand it and hence assist children more effectively with their homework. Governors suggested that one of the sessions should be videoed and then made available online so that parents who are unable to attend one of the sessions can access the information.

ACTION: Emma Wilkinson to arrange for the videoing and streaming of her online maths sessions for parents.

8. Literacy Update

The Literacy Lead, Nicola Moorhouse, reported that there have been significant changes since the appointment of the new HT in September 2022. The long term literacy plan in place in September has been tightened up significantly and is now being used by all classes. There is now much more equality and diversity in the choice of authors and subjects.

As discussed at the previous meeting, there has been a major change in the teaching of phonics. There has been a good response from the children to the new books and many are showing growing confidence in their reading skills.

GQ: Are there restrictions on what books children can take out? No. They have to read the books required under the Accelerated Reader approach, but they are allowed to borrow additional books if they want to.

GQ: What about children in Classes 1 and 2? They will only be put onto the Accelerated Reader approach when they are secure and sound with their phonics at phase 5.

GQ: Are parents covering the decoding and comprehension questions? Some are just doing the reading, but the school is keeping the pressure on them to implement the whole package.

GQ: Are parents sufficiently engaged in learning at the school? Some are, some are not. Governors agreed that if it is possible to get one message across to parents, it is that they should read with their children for at least 20 minutes per day. It was suggested that engaging with parents via text, rather than email, might be a more successful approach.

GQ: It was suggested that the school should suggest books that parents could buy for their children, which could then be donated to the school when they have been read. This scheme could be encouraged by a system of donation stickers. Another idea was for a wish list of books that parents could buy for/donate to the school.

9. Headteacher's Report

The HT's report had been made available prior to the meeting for all governors to read and comment. There were no comments. The Chair thanked the HT and Debbie Joyce for their hard

work on the new website. Governors agreed that it represented a significant step forward for the school.

ACTION: Rebecca Lofthouse will give a presentation on Sharepoint at the next meeting so that Governors can get the most value from the new system.

GQ: What is persistent absence? Less than 90% attendance. In the context of an OFSTED inspection, the HT has to be able to demonstrate that she is being pro-active on this issue. She has recently sent out 10 letters to parents with children with less than 90% attendance and received responses from three of them.

Governors indicated that they fully support the changes being made to the reception area and HT's office, which will create both a more welcoming entrance to the school and a new dedicated intervention space. The HT reported that the project to install electronic gates is progressing.

10. Governor Monitoring Visits

The Chair emphasised that all Governors need to undertake two monitoring visits over the next six weeks in order to prepare for the OFSTED inspection.

ACTION: HT to email all Governors with suggested dates for monitoring visits over the next six weeks.

11. SWOT Analysis

Agreed.

12. Sustainability Mission Statement

Agreed.

13. Urgent Business from Agenda Item 4

None.

14. Correspondence

None.

15. Any Other Business

Governors agreed that the HT has had a very positive impact on the school since her start in September. She has provided renewed vigour and purpose and brought in valuable experience from other schools in a wider context.

Governors agreed that Donna Ryan would be a member of the School Improvement Committee.

All Governors need to identify what support they require in order to be ready for an OFSTED inspection, such as likely questions and briefing sheets.

16. Date of the Next Meeting

Full Governors Meeting starting at 6.30pm on Wednesday 15th March 2023. School Improvement Committee starting at 6.00pm on Wednesday 15th March 2023.

Meeting finished at 8.00pm.

Outstanding Actions List

Date of Meeting	Agenda Item	Outstanding Action
28/09/22	11	Clerk to put Monitoring Safeguarding and Sustainability on future agendas.
16/11/22	9	Rebecca Lofthouse to prepare a 'Deep Dive' crib sheet for when OFSTED arrive.
16/11/22	9	Rebecca Lofthouse to develop a governor visit programme and will show what has been achieved since the last visits. Needs to be structural with link through to audit trail.
16/11/22	9	HT, Nicola Moorhouse and Rebecca Lofthouse to meet to discuss recent Skipton Girls High School OFSTED visit.
16/11/22	13	Agree meetings at January meeting beyond January 2023.
19/01/23	7	Emma Wilkinson to arrange for the videoing and streaming of one of her White Rose maths sessions.
19/01/23	8	HT to send texts to parents with the message that they should read with their children for at least 20 minutes per day.
19/01/23	8	Nicola Moorhouse should investigate a system by which parents could buy and donate books for the school.
19/01/23	9	Rebecca Lofthouse will give a presentation on Sharepoint at the next meeting so that Governors can get the most value from the new system.
19/01/23	10	HT to email all Governors with suggested dates for monitoring visits over the next six weeks.