

**Thornton-in-Craven Community Primary School**

**Meeting of the Full Governing Body held on  
Thursday 11 July 2024 at 6.30pm at the school**

**MINUTES**

**Present:** Suzie Brown (SB) – Headteacher, Neil Roe (NR) – Chair, Nicola Moorhouse (NM), Debbie Joyce (DJ), Rebecca Garrity (RG), Donna Ryan (DR), Rachel Davies (RD)

**Apologies:** Rebecca Lofthouse (RL), Sue Walker (SW)

**In attendance:**

Chris Walker (CW) - 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.

		<b>Actions</b>
<b>PART 'A' - PROCEDURAL</b>		
<b>1</b>	<b>Welcome and Introductions</b> NR welcomed everyone to the meeting.	
<b>2</b>	<b>Apologies</b>  Apologies had been received from Rebecca Lofthouse and Sue Walker in advance of the meeting and were consented to by governors.  Governors agreed that regular attendance was essential and that governors should aim to attend all meetings if possible. It was accepted that there would be occasions when attendance was not possible and apologies should be provided in advance on such occasions. Governors agreed that if a governor was not able to attend for a minimum 4 out of the 6 meetings they would be contacted by the Clerk to check if all was ok.  SB informed governors that she had been approached by an academy but no further actions had been taken.  NR informed governors that the Governance Strategy Plan was almost complete and would be shared once ready. NR highlighted a couple of points identified in the report which related to the composition of the governing body, specifically, the gender balance and the number of governors who were also parents. These items would be discussed at a future meeting once the report had been shared.	
<b>3</b>	<b>Confidentiality</b> Governors agreed to consider confidentiality as the meeting progressed.	
<b>4</b>	<b>Declaration of interests</b> There were no declarations of interest.	

5	<p><b>To approve the minutes from the meeting on 2 2024.</b> The minutes were approved by the governors as a true record to be signed by the Chair.</p>	
6	<p><b>Matters arising</b> SB updated governors on a staff related matter further to a discussion at the previous meeting. This has been recorded in a separate confidential note.</p> <p>Governors agreed to consider how to support the Start Small, Dream Big pilot programme at a future meeting.</p> <p>The School Development Plan (SDP) for 2024-25 had been shared with governors. SB explained that this was an initial draft which would be further tweaked and underpinned with more detailed action plans.</p> <p>SB informed governors that she was exploring ways to support Barnardo's and would keep governors informed.</p>	
<p><b>PART 'B' – SCHOOL IMPROVEMENT</b></p>		
7	<p><b>Headteacher's Report</b> The Headteacher's Report had been circulated in advance of the meeting. Questions were invited.</p> <p>Governor questions</p> <p>Q: The data shows that there are 17 SEND pupils – is this a high percentage compared to other schools and is there any impact in the classroom? A: Our staff are experienced at being able to ensure that all the pupils access and engage in the curriculum. We regularly observe lessons and speak to the staff.</p> <p>Q: Will you be getting support for the new pupil with an EHCP next year? A: I don't know what support we will be receiving at this point.</p> <p>Q: How do staff focus on the needs of the SEND pupils whilst teaching the rest of the class? A: The staff are experienced and have developed appropriate strategies and tools to address the needs of all the pupils.</p> <p>Q: Do you need any additional support for these pupils – either from volunteers / governors? A: No – everything is working fine with our existing staff, including the expertise of our SENCo.</p> <p>Q: Could you explain in more detail about the racist comments? A: There has been one incident in school and one out of school where comments were made.</p> <p>SB explained that she had fully investigated the incidents which had involved communicating with the Headteacher at another school.</p>	

	<p>SB explained that access to social media platforms outside the school was having an impact on pupils, including those lower down the school.</p> <p>Q: Do pupils bring their phones to school? A: No.</p> <p>SB assured governors that the school was doing everything it could to address these issues including raising awareness with parents and the community.</p> <p>Governors were concerned at the nature of these incidents but agreed that the school was doing all it could.</p> <p>SB confirmed that there would be a further drive to raise awareness with parents in the new academic year.</p> <p><b>Action:</b> To add as an agenda item for the next meeting.</p> <p>SB informed governors that she had been successful in obtaining the funding for the Climate 180 Project.</p> <p>Governors welcomed the wide range of learning experiences and opportunities that were being provided for the pupils. Details were set out in the Report which highlighted opportunities which could offer support to learning, develop cultural understanding, engage learners and develop skills.</p> <p>Governors agreed that the School Fair was a great success for the school although greater community engagement might have been possible through more effective communications. Governors thanked SB and the staff for all their hard work.</p> <p><b>Action:</b> NR to liaise with the local community to discuss how best to improve communications/engagement.</p> <p><b>Action:</b> DR to discuss how the PTA might be able to support future events.</p> <p>SB explained that she had re-organised some of next year's trips to balance more equally across the year groups. This would include:</p> <p>EY/KS1 – Nativity at Easter Y5/6 – End of Year Production Y3/4/5 – Young Voices every other year. Y6 - to visit Liverpool for 3 days instead of Bewerley Park. Y4/5 – to visit Netherside Hall at the end of the summer term for 2 nights.</p> <p>SB informed governors that pupils would be taught Latin instead of French from September 2024. This would provide greater links with the structure of the English language. Parents would be informed of the change and the reasons.</p> <p>Extra curricular music would now be provided by Sarah Churcher and not the LA.</p>	<p>Clerk</p> <p>NR</p> <p>DR</p>
8	<p><b>School Development Plan</b> Discussed at Item 7.</p>	

9	<p><b>Finance</b> NR confirmed that the overall financial position was strong despite a small in-year deficit in 2024-25. Whilst the reserves were high there was still uncertainty about what funding for schools would be in Years 2 and 3 and therefore this would provide a safety net if need be.</p> <p>Governors agreed to delegate the review of the Contracts Schedule to the Finance Committee.</p>	
10	<p><b>Environmental Impact</b> NR explained that there was an opportunity for the pupils to gain a greater understanding of the environment through the planting of trees on the Gledstone Estate.</p> <p><b>Action:</b> RG agreed to explore how this could be done.</p>	RG
11	<p><b>Governor</b> No link governor visits to report.</p> <p><b>Action:</b> SB agreed to provide a monitoring schedule for governors in the autumn term.</p> <p>Governors had attended the school fair. RD had also attended a recent DBI meeting. NR reported that one outcome had been that governors were responsible for the quality of the food being provided to the pupils.</p>	SB
12	<p><b>Policies</b> None to approve.</p>	
13	<p><b>Safeguarding</b> No concerns to report.</p>	
14	<p><b>Health and Safety</b> No concerns to report. The lines on the steps had been completed since the last meeting. An LA Health and Safety visit had recently taken place and any recommendations were being actioned.</p>	
15	<p><b>Visits out of school.</b> The Headteacher's Report detailed all the out of school visits.</p>	
16	<p><b>Correspondence</b> None</p>	
17	<p><b>AOB</b> SB shared the results from the SATS which had just been received. Overall, SB reported that she was very pleased with the results at KS2. The only small concern related to the multiplication test. This had already been discussed with staff and actions put in place for next year.</p> <p>There had been SATs in KS1 but the overall data was strong.</p> <p>Q: Has the introduction of Little Wandle had a positive impact? A: Yes.</p>	

	Governors thanked SB and all the staff for their hard work and dedication in supporting the pupils to achieve the excellent outcomes.	
<b>18</b>	<p><b>Date of next meeting</b> The dates for 2024-25 were agreed as:</p> <p>16 October 11 December 5 February 26 March 21 May 9 July</p> <p>All meetings to start at 6.30pm.</p> <p>Governors to check their availability before the next meeting if possible.</p> <p>Q: Has there been any impact yet of the new Government? A: No.</p>	

The meeting closed at 8.15pm

Signed: (Chair)

Date: