

Kirklees Directorate for Children & Adults

THE FEDERATED GOVERNING BODY OF KIRKROYDS INFANT AND WOOLDALE JUNIOR SCHOOL

Minutes of the meeting of the Governing Body held at 7:00 pm at Wooldale Junior School on Thursday, 23 November 2017.

Present:

Mrs C L Armitage, Mrs A Barnes, Mrs V Baldwin, Dr L Fleming, Mrs G Holden, Canon J S Robertshaw, Mr S Rodgers, Mrs R Starrett, Mrs M White and Mrs C Wood.

In Attendance:

Ms Carmel Tyrer (Minute Clerk)

Agenda Item	Discussion and Decisions	Action – who / by
Procedural		
526.	<p><u>Apologies for Absence, Consent and Declaration of Interest</u></p> <p>Dr Fleming, the Vice Chair, took the Chair for the meeting since Miss D Whiteley had given apologies.</p> <p>Apologies with consent had been received from Miss D Whiteley. Mr S Cressey and Mr S Talbot were not present.</p> <p>There were no declarations of interest.</p>	
527.	<p><u>Notification of items to be brought up under Any Other Business</u></p> <p>No items were referred</p>	
528.	<p><u>Minutes Of The Meeting Held On 12 September 2017</u></p> <p>The minutes were signed as a true and correct record of the meeting subject to the following amendments:</p> <p><u>Min 502 refers</u></p> <p>Committees spelled incorrectly and Rebecca Starrett - name spelled incorrectly.</p>	
529.	<p><u>Matters Arising</u></p> <p><u>Min 503 refers</u></p> <p>Looked After Children and Safeguarding Governor is Dr Fleming.</p>	

	<p><u>Min 507 refers</u></p> <p>With regard to the Action referring to Jo-Anne Sanders, Mrs Wood had decided instead to invite Mandy Cameron to visit school which she did in September. Mrs Wood put forward points on SEN and a report regarding extra funding required to address SEN issues. Ms Cameron agreed to ask David Gearing to review the report, consider dis-proportionality and report back.</p> <p>Regarding the Action Mr Cressey is to contact Sharon Ainley about installing the boiler, since no satisfactory response has been received. Mr Cressey will put together an agenda, which will be sent by email to Jonathan Quarmby, asking for a meeting to discuss issues around the Lydgate site and the impact on Kirkroyds.</p> <p><u>Min 509 refers</u></p> <p>RESOLVED: That the school fund audit report recommended for approval by the Finance Committee is approved.</p> <p><u>Min 517 refers</u></p> <p>RESOLVED: That the link governor for Writing is to be considered at the next meeting and the link governor for Reading is Dr Fleming.</p>	
530.	<p><u>Minutes Of The Meeting Held On 18 October 2017</u></p> <p>The minutes were signed as a true and correct record of the meeting.</p>	
531.	<p><u>Matters Arising</u></p> <p>There were no matters arising.</p>	
532.	<p><u>Dates of Future Meetings and Possible Agenda Items</u></p> <p>RESOLVED: That the next Board of Governor meeting will deal with LA business and will be held at Wooldale Junior School on Wednesday 31 January 2018 at 7 pm.</p> <p>RESOLVED: That the following meeting of the Board of Governor meeting will Deal with school business and will be held at Wooldale Junior School on Wednesday, 28 March 2018 at 7 pm.</p>	
School Improvement		
	<p>The following reports had been circulated to all governors prior to this meeting:</p> <ul style="list-style-type: none"> • SLT Report to governors Autumn Term 23 November 2017 	

	<ul style="list-style-type: none"> • Governor SEND and SEND Intervention Report 23 November 3017 • SDP 2017/18 Termly Review Statement November 2017 • Kirkroyds Infant School Pupil Premium 2017 • Wooldale Junior School Pupil Premium 2017 • Kirkroyds Infant School Sports Premium 2017 • Wooldale Junior School Sports Premium 2017 	
533.	<p><u>Senior Leadership Team Report, Including SDP Progress; Pupil & Sports Premium Statements.</u></p> <p>The SLT report had been circulated prior to the meeting to all governors and Mrs Wood reviewed the highlights for the governors' benefit.</p> <ul style="list-style-type: none"> • Attendance figures are being impacted by an anxious non-attender; the LA Attendance and Pupil Support Officer is involved. <p>A letter has been sent to parents regarding lockdown procedures and Mrs Wood discussed the details with governors.</p> <p>Dr Fleming gave thanks to the head teacher for her report and invited questions from governors.</p> <p>Q. A governor asked about the Sports Premium.</p> <p>A. Mrs Wood referred to the circulated report funding has doubled since last year. The number of sports coaches has been increased at Wooldale and extra equipment is being considered. Mrs Armitage commented on the Sports Premium spending at Kirkroyds including coaches, cycling and the 'Wake Up Shake Up programme soon to be introduced.</p> <p>Q. Has there been any progress with the SDP?</p> <p>A. Mrs Wood referred to the circulated report and expanded on some of the points in the report.</p> <p>Q. Are you where you wanted to be at this point with the SDP?</p> <p>A. Yes, I feel that progress is being made.</p>	
534.	<p><u>Send Termly Report</u></p> <p>Mrs Starrett presented the report which had been circulated. There are 15 pupils on the send register for Kirkroyds School and 31 pupils on the send register at Wooldale.</p> <p>Q. Why do the figures increase?</p> <p>A. Several children have joined the schools from the local area and beyond with a range of additional needs.</p>	

	<p>Mrs Starrett (inclusion manager) and Mrs Armitage (deputy head) went through the details of the SEND report and governors were invited to the school to learn and understand more fully how children are supported and to see interventions at work.</p> <p>In order to illustrate the success of the individual pupil approach with interventions Mrs Wood discussed the case of a pupil.</p> <p>(Canon Robertshaw left the meeting at this point.)</p> <p>Q. How do we make the point to OFSTED that there is real progress?</p> <p>A. Governors discussed the difficulties of measuring progress and one governor commented that often evidence is qualitative rather than quantitative. Mrs Wood highlighted anecdotal evidence from conversations with parents and grandparents of pupils that the schools were known locally to give very good support to children with additional needs.</p> <p>Governors extended their thanks to Mrs Starrett and Mrs Armitage for all their hard work with SEND and they recognised the valuable work of support staff.</p>	
535.	<p><u>Reviewed SEND Policy & Accessibility Action Plan</u></p> <p>This item was deferred.</p>	
536.	<p><u>Approve School Fund Audit</u></p> <p>RESOLVED: That the School Fund Audit is approved.</p>	
537.	<p><u>Reports from Committees</u></p> <p>Draft minutes of the Finance & Staffing Committee held on 26 September 2017</p> <p>Dr Fleming had been present at the meeting. (Enclosed) and 16th November</p> <p>Draft minutes of the Health & Safety, Grounds & Premises Committee held on 3 October 2017 (Enclosed)</p> <p>Draft minutes of the Standards & Curriculum Committee held on 5 October 2017</p> <p>Governors noticed that there were errors with the spelling of some surnames – Mr Talbot and Mr Cressey.</p>	

	Attainment & Data for all Key Stages & year groups - Curriculum & Standards Committee to report to full GB.	
538.	<p><u>Collaboration Update & Information Re Amalgamation.</u></p> <p>Mrs Wood has emailed David Gearing regarding the question of amalgamation and whether there would be a negative financial impact. Mr Gearing had made a comprehensive response, which Mrs Wood read out to the governors.</p> <p>Q. Would a staffing re-structure help in order to make savings? A. Mrs Wood responded that the staffing structure had been fully considered when the Federation had been planned.</p> <p>Governors agreed the negative financial impact makes amalgamation and unattractive option and suggestions were made regarding a change of name and logo when the new head teacher is in post.</p>	
539.	<p><u>NGA Code Of Conduct 2017</u></p> <p>RESOLVED: That the NGA Code Of Conduct 2017 is adopted.</p>	
540.	<p><u>SEFs Available - Curriculum & Standards Committee To Report To Full GB</u></p> <p>Since not all governors have accessed the SEF it was agreed to defer this item to the next meeting.</p> <p>Action: Governors to look at the SEF via Prospective Lite.</p>	All
541.	<p><u>Governor Training and Governor Visits</u></p> <p>Dr Fleming had attended Safeguarding and Safer Recruitment training and reported that it was excellent and encouraged other governors to attend. Mrs Starrett had attended SEN governor training.</p> <p>Dr Fleming had made a governor visit to Wooldale to look at safeguarding.</p>	
Governing Body Matters and Statutory Responsibilities		
542.	<p><u>Safeguarding</u></p> <p>This item was covered under the SLT report.</p>	
543.	<p><u>Annual Review Of Safeguarding & Child Protection Policy</u></p> <p>This policy had been updated and was recommended for approval</p>	

	Action: Mrs Wood to circulate to the Safeguarding and Child Protection Policy to governors.	CW
544.	<p><u>GB Self-Review/Vision</u></p> <p>Miss Whiteley has completed the skills audit and matrix and has identified some areas of desirable skills, namely HR and Finance, which would be helpful for the governing body to have. Governors also recognised that it would be useful to recruit some non-staff onto the governing body and that it was a good time to put a request onto the school website.</p> <p>Action: Miss Whiteley and Dr Fleming to investigate ways to recruit governors with skills identified as desirable by the governor skills matrix.</p>	DW / LF
545.	<p><u>Any Other Business</u></p> <p>There was an update on the head teacher recruitment and the advert will be placed on 1 December.</p>	
546.	<p><u>Agenda, Minutes and Related Papers – School Copy</u></p> <p>RESOLVED: That no minutes be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.</p>	

The meeting closed at 8.50pm.