

Hartington CE Primary School – Board of Governors

Minutes of Governor meeting held on Wednesday 16th March 2022 – 4:30 in school- Curriculum & HR

Governors Present: TB (Head Teacher), JF (Staff + Temp Clerk), LB MBE (Co-Chair + Foundation), JD (Foundation) and DH (Co-Opted). KW (Parent) arrive 5:10pm

Associate Members Present: None

Apologies-: AI (Co-Chair + Parent), TP (Co-Opted), GD (Associate)

Minutes taken by JF temporary Clerk to Governors.

Minute No	Details	Action
Safeguarding & HR Committee meeting		
	<p>TB welcomed everyone to the meeting. JD read a prayer for peace in Ukraine and for the governors, staff and pupils of the school.</p> <p>This date was due to be a FGB meeting but due to the Chair & Vice Chair being unable to attend the meeting was rescheduled to a Committee meeting. The purpose of the meeting was to discuss in greater depth Curriculum & HR items with respective governors.</p>	
<p>Item – 1 16-03-2022</p>	<p>SFVS This document was emailed to governor on the 11-3-22 for governors to review prior to the FGB meeting, plus forward any queries and questions. TP, LB & GD approved via email. JD, DH, TB & JF approved the document at the meeting. It was agreed that the document be forwarded to the LA with the chairs signature and a minute number. JF will submit the document ASAP.</p> <p>TB presented graphs of bench marking, with similar sized schools, to highlight how the budget was spent. The graphs placed us in the middle of 9 similar schools. We are slightly higher on Utility costs (electricity) but this was felt to be due to the kitchen and exporting lunches. TA costs were also among the top three similar schools.</p> <p>LB raised the issue as to why we only estimated pupil numbers and weren't exact as this would help with a more accurate budget projection. TB explained that we could never be sure that pupils who hadn't already got siblings in the school would definitely attend until they had actually accepted a place. It also helped to be cautious when setting the budget as to help ensure the school doesn't overspend its allocated finances. TB reminded the governors present that there was a scheduled finance meeting on Thursday 31st March at 4pm with Ruth Lane (patch Officer) to set the 2022/23 budget for the academic year.</p>	JF
<p>Item – 2 16-03-2022</p>	<p>Curriculum TB presented the 3-year curriculum rolling programme, which is currently being developed by staff, this identified what topics were to be taught and developing children's knowledge. This has been based on the Cornerstones programme. The plan is creative, layered and involves 'sticky learning' providing opportunities for enrichment and community/national/global links where ever possible. LB felt that the school's distinctiveness as a 'church school' was rooted through the enrichment which the school undertakes within the community ie: Well Dressing, Triple 'A' project, Wild Flower project, gardening, Walk of Words, Church displays, Archbishop of York Award etc. SIAMS is integral to the whole schooling. Numeracy, Literacy, Science, RE and PE are taught discreetly. History and geography are taught though cross curricular lessons. Science and RE can also be cross linked</p>	

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	<p>along with PSHE, which promotes a greater depth within children’s knowledge and understanding.</p> <p>PE is taught using the program ‘Real PE’ and the school uses the assessment grids provided.</p> <p>Cornerstones provides lesson plans and resources on topics that are linked to the curriculum and can be accessed and adapted by class teachers. Following a cluster briefing it has been suggested that the group refers to the Twinkl assessments sheets which have been sourced and are being introduced to assess IT so it would provide continuity to assess other subjects using this system. The assessments are colour coded ie: Blue – Exceeding, Green – Target met, Yellow – Working towards and Red – Not yet met. Children on the SEND system who are not yet accessing a KS1/KS2 curriculum are being assessed using ‘P’ levels but this is due to be amended in September 2022 where these children will be assessed against the new system devised by the SSEN service.</p> <p>DH asked how the assessments would be evidenced. TB stated that pupils work is available for Ofsted & SIAMS to look at in books and folders, with annotation, ‘Two Stars & a Wish and Next steps. The assessments through Cornerstones, Twinkl and Real PE are all colour coded, will interlink and will provide tracking and monitoring evidence. The assessment will also support teaching staff with their formative and summative assessments for individual pupils.</p> <p>Following a whole school training with Elton school staff and Paul Hunter (link Advisor) it has been agreed to follow the ‘IT Wokingham Scheme’ which has been written for schools and integrate it with Twinkl to help identify and deliver cross curricular links where ever possible.</p>	
<p>Item - 3 16-3-2022</p>	<p>Ofsted & SIAMS</p> <p>TB reminded the governors of the key areas for improvement on the previous SIAMS report 2017 -</p> <ul style="list-style-type: none"> • Ensure that a distinctively Christian vision and ensuing values are explicit, clearly understood and expressed by the whole school community. • Embed Christian values which are explored in collective worship across the life of the school, so that their impact on behaviour and attitudes is clear. • Identify opportunities for spiritual development across the curriculum. • Develop self-evaluation strategies so that they give all staff and governors a good understanding of the school’s effectiveness and distinctiveness as a church school and lead directly to improvement planning. <p>TB went on to say that the Christian Vision, Values and statement were much more embedded across the whole of the school and within the curriculum since the previous inspection. The core story of the ‘Good Samaritan’ is also referred to within the curriculum and integrated within Collective Worships in unison with other stories from the Bible, delivered by TB. The school uses ‘Roots & fruits book 1 & 2’ with other resources such as ‘Picture News’, Twinkl, Diocese and You-Tube.</p> <p>Mr & Mrs Briddon from MAST visit regularly to deliver puppet assemblies on Bible stories. They have recently left a gift of puppets and books linked to the story of the ‘Lost Sheep’. Following on from this the pupils are undertaking an assembly to deliver the story to Governors, parents and Mr & Mrs Briddon. This is also supporting the children’s adaptation of the ‘Open Book’ scheme work with church representatives which will begin in the summer term.</p> <p>Pupils work with school staff and are encouraged to use their pupil voice to determine which charities they would like to support. Eg: Alzheimer’s Society, British Heart Foundation, Quiet Garden and ‘Smile Train Charity’ etc.</p> <p>The idea for the development of the quiet garden in the small school playground originated from one of the key areas for improvement from the previous inspection regarding children’s spirituality and the opportunity for reflection (Awe and Wonder of God’s World).</p>	

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	<p>To work towards promoting the governors understanding of the school’s effectiveness and distinctiveness as a church school the project which was originally founded in the Youth Sports Trust pilot scheme regarding the development of the older generation in the community to become more active (AAA - Active Across Ages) continues to underpin the schools interaction with the community. Cross curricular links are made to the enrichment strand impacting not only the children’s educational pathway but also their social, emotional, physical and mental wellbeing.</p> <p>For example DH informed the governors that the church- Chris Dullage specifically are looking to recruit some new bell ringers and would any of the older children be interested. They are looking to have some taster sessions. TB informed governors that following the recent RE lesson in the local church the children had demonstrated an active interest in the bells and how they had been introduced then housed within the belfry. Therefore TB thought that the children would be very interested in joining St Giles Bell Ringers</p> <p>LB suggested that DH be put forward as the Foundation Governor as she is undertaking a larger role within the church. LB is at present a foundation governor with JD. LB would step back into the role of Co-opted governor. This scenario is to be put forward at the next Parochial Church Council (PCC) meeting.</p>	LB
<p>Item - 4 16-03-2022</p>	<p>Governors</p> <p>It was requested that JF check with the NGA how many Co-opted governors a governing body can have.</p> <p>TB requested that MT become part of the FGB as an associate governor as she had a wealth of knowledge regarding Safeguarding due to her being the Safeguarding Governor at Taddington C of E Primary School. She had offered to join Hartington GB in the specific capacity of a safeguarding governor. As an associate she would be unable to vote and would be required to declare the position on her declaration with regard to conflict of interest.</p> <p>TB informed the governors that it was good practice to have different people attend FGB meetings to deliver reports to the governors ie: staff – re NELI program, Catch Up Funding (reports etc) Pupils re curriculum, activities, Assemblies, so moving forward this would become a regular event within meetings.</p>	JF
<p>Item - 5 16-03-2022</p>	<p>HR – Staffing</p> <p>TB informed the Governors that CMcG was pregnant and would be leaving to go on maternity leave at the end of the academic year. At present CMcG undertakes 3 days till 2:30 and 2 half days till 12 noon, on a supply basis. TB stated that unfortunately this arrangement wasn’t working as well as previously anticipated. CMcG has requested to reduce her hours to 3 days concluding at 2:30pm after Easter or 2.5 due to rolling program on Tuesdays. This would mean we require a teacher for Monday and Fridays. TB & JF have been in contact with HR for advice on protocols regarding this request and questions posed by CMcG around maternity leave. It was previously agreed after consulting with HR by the governing body that at the end of the academic year 2021/22 where CMcG taught class 2 on a supply basis the KS2 post would be advertised as a fixed term contract. CMcG has stated that she would like to apply for this post but would then go on maternity leave for a year. TB has already informed CMcG that leaving school at 2:30pm was no longer an option as it had not been successful during the trial period that had been previously agreed. Therefore the successful applicant would either have to work the full school day, be available for meetings and trainings in the evening or agree to a job share. However the school currently still requires a teacher to job share with CMcG for the summer term due to her request to reduce her hours. Regarding the post in September HR have advised that the school advertises the post as a 1yr fixed term contract, then after a year we re-advertise the post so CMcG could apply if she felt she was able to fulfil the role. In</p>	

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	<p>the meantime, HR suggested she could remain on our books as a supply teacher which would support her eligibility for maternity pay and ensure she doesn't have a break in service.</p> <p>At present Tuesday pm is rolling program between PE & Music. Friday pm is rolling program between IT & PE, therefore a possibility staff have discussed is for the school to vertically group the whole school and deliver Enrichment, Art, IT, PE and PSHE utilising the Life Wise scheme of work. This method of delivery has been taught successfully in the past and would be delivered by current staff, resulting in the school only requiring supply cover for one day.</p> <p>At present we have been unable to source anyone to undertake these hours. Also we will have to advertise in the next term to secure a teacher for September 2022.</p>	TB/JF
AOB	JD enquired after AS's health.	
	Meeting closed 5:40pm	

If there are any questions regarding the content of these minutes from any member of the governing body please forward them to the Clerk of Governors.

Signed Date

Signed Date

Chair of Governors - Alison Ivins (not present)
 Vice-Chair of Governors – Tim Polkinghorne (not present)

Head Teacher – Tracy Blackwell
 Clerk to Governors – Judith Flower