



Kildwick CE Primary School
Loving to learn, learning to live, living to learn.

Minutes of the Meeting of the FGB (Curriculum) held on 14th February 2022 at 13:30 – in school

Present:

Donna Akrigg – Staff Governor (DA)
Jackie Craven – Parent Governor (JC)
Jo Gostling – Co-opted Governor (JG)
Ben Lazenby – Parent Governor (BL)
John Perry – LA Governor (JP)
Geraldine Sands – Foundation Governor (GS)
Alex Swinton – Foundation Governor (AS)
Tim Whitehead – Headteacher (TW)

In attendance:

Stephen Dale – LA Clerk to Governors (Clerk)

A	Procedural
1	<u>Welcome, introductions, opening prayer and consideration of absence.</u> AS opened the meeting at 13.40, welcoming all present and thanking them for their attendance. GS and JG joined the meeting virtually and declared that they were in a secure and confidential environment. Apologies received from Howard Barton and Cameron Quinn – consented. AS led the meeting in an opening prayer.
2	<u>To determine whether other urgent business should be considered.</u> Governors agreed to consider: Governance Audit HART Alliance feedback Feedback from recent SIN meeting hosted by NYCC. Diocesan and NGA guidance information. 13 th July Meeting.

3	<p><u>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.</u></p> <p>SEND discussions were identified as to be treated as confidential.</p>
4	<p><u>Declaration of interest on any agenda item.</u></p> <p>None declared.</p>
5	<p><u>To approve the Minutes of the FGB meeting held on 8th December 2021 and matters arising from the minutes not otherwise covered by the agenda.</u></p> <p>Governors unanimously approved the Minutes from FGB held on 8th December 2021.</p> <p>Action: TW to file and upload to school website.</p> <p>JP confirmed that no further actions were required around the Academisation discussion at this point.</p> <p>TW confirmed that the changes to the Complaints Policy (P7), had been made and the website updated.</p>
B	Achieving our School Vision
6	<p><u>Pupil Voice (Opportunity for children to join the meeting)</u></p> <p>Prior to this meeting, a short video featuring Y6 pupils talking about the school and their likes and dislikes, had been circulated to governors.</p> <p>Governors agreed this was an excellent production and reflected very well on the school and thanked all those involved in its production.</p> <p>Q: Is there anything you would like to add about lessons and learning.</p> <p>Pupils noted that History, and especially the recent topic on Victorians, had been enjoyable and felt “real”. Music was highlighted as there not being enough time for this along with Art and DT.</p> <p>TW explained to governors how History and Geography and taught on a half termly basis – as with Art and DT.</p> <p>Q: What do other year groups think – what about feedback from your “buddies”.</p> <p>Pupils noted that all were comfortable in school and felt good about learning in school.</p> <p>Q: Would you be able to talk to other across the school to get their opinions.</p> <p>Pupils agreed this is possible.</p> <p>Action: TW to arrange sessions with Subject Leaders/Y6 to enable this.</p> <p>Q: What has changed most since you started at school.</p> <p>Pupils thought that the school has got better at making children feel happy and that there was more praise given when things went well.</p> <p>Q: Does school see everyone as an individual.</p> <p>Pupils agreed this was the case with strengths and potential being identified. Pupils thought there is a caring environment.</p> <p>One Pupil had joined the school in Y4 – they were asked how they felt they had settled in. The pupil had not liked their old school and had made lots of friends upon joining and thought the staff were kind. They like being in a smaller school.</p> <p>Q: Is there anything new that the school could be doing.</p>

	<p>Pupils noted that school uniform sales would help raise money for the school and be good for the environment.</p> <p>Q: How safe is the road outside (mention had been made of this in the video).</p> <p>Pupils noted the visit of the PCSO but thought too many cars were going too fast past the school and that visibility over the bridge was not good with many drivers maybe not knowing there was a school there.</p> <p>Discussion took place around resolution including better signage.</p> <p>TW noted the walking bus now on every Monday and Thursday which help the environment and reduces car number.</p> <p>Action: TW to note in weekly newsletter and also pupils to produce a video to highlight dangers.</p> <p><i>Reading had been mentioned in the video.</i></p> <p>Q: How confident are you about reading.</p> <p>Pupils said they liked class reading and the texts were well chosen and interesting. They said they enjoyed formal comprehension less than reading for pleasure.</p> <p>Governors thanked the Y6 Pupils for all their help. Governors noted how environmentally conscious all were.</p>
7	<p><u>TW update.</u></p> <p><i>(Please also refer to Confidential Minutes).</i></p> <p>TW referred to the notes for the HART Alliance meeting of 19th January – copies of which had been circulated prior to this meeting. TW noted the information on Ofsted and the importance of governors holding the school to account – of visits into school and of speaking with pupils to understand what is being taught – the quality of that teaching – and wat is being remembered.</p> <p>Q: How often are visits recommended. TW noted the advice of x1 visit per term and noted the value Ofsted see in governors engaging with pupils.</p> <p>TW briefed governors on the recent work to the Computing Curriculum and the link to e-safety week an on-line safety in general. TW noted that a questionnaire had been sent to all parents on this subject and a good number completed.</p> <p>Q: Is any feedback given to parents to follow up. TW confirmed that information was included in the newsletter.</p> <p>TW noted the impact of Covid on how children interacted - with less face-to-face contact – and some of the issues arising through the use of online forums that are of concern to the school. Online gaming was highlighted and the impact of too much screen time on pupils’ mental health..</p> <p>Discussion took place on the role of the school to address and support pupils in these areas and agreed that encouraging a “screen free day” once a week would be of benefit.</p> <p>Governors made clear that the school has some responsibility, but parents have a major role to play in this and how/when and what is accessed online. TW noted that whilst the school has been looking out for Y6 pupils’ usage – the issues are now present in Y4/Y5 with more children having access to phones and forums that they may not be mature enough to manage/handle.</p>

	<p>TW noted that a safeguarding survey is planned for each class and that this will include questions around on-line activity.</p> <p>TW briefed governors on the plans for Math fluency and how this would progress through school and the involvement of parents in supporting their children.</p> <p>TW referred governors to the notes made by Heather Russel following her visit on 7th January and the focus on Reading and Writing. (Copies of the report had been circulated prior to this meeting).</p> <p>TW confirmed that all training had been undertaken to implement the new Phonics programme and that feedback received and areas for development identified to improve practice. TW noted that a “spelling day” had been held and that, in response to parents concerns on how they should support their children, a Reading Forum was being held.</p> <p>TW note that new reading books were now available in school and that the guidance on reading had changed.</p> <p>Q: What is this change. TW noted that group reading was now whole class reading with all moving though a book at the same pace.</p> <p>Q: Is differentiation possible now if that is how reading is approached. TW noted that it was – through teacher knowledge and addressed via interventions.</p> <p>TW briefed governors on the daily focus on Phonics in groups and how this works in practice.</p> <p>Q: Is the Reading Lead to visit another school/s to review this – as per the recommendation following HR visit. TW confirmed that arrangements are made for them to visit a school where this practice is embedded.</p> <p>Governors noted the Y6 ambivalence about comprehension as a structured reading activity, and also noted that student’s achievement in reading, (particularly this Y6 cohort), is very good.</p> <p>TW noted the impact of high staff absence (Covid related), on interventions and confirmed that the programme was now back on track. TW confirmed that Pupil Progress Meetings were underway again with Gill Manthorp included in discussions.</p> <p>Q: Is attendance improving. TW note that this has, and currently stands at 93.7%</p> <p>Q: Are any groups of particular concern. TW noted none.</p> <p>Q: Has behaviour been adversely affected. TW noted that whilst there had been a slight increase on incidents reported on CPOMS this was not of concern at present – TW noted how tired pupils are.</p> <p>Governors noted the significant impact that Covid has had on the school and staff were thanked for their continued support and hard work.</p> <p>TW briefed governors on the Pupil Premium Strategy Plan, (a copy of which had been previously circulated). Staff CPD was highlighted along with the variety and quality of this. TW also highlighted the 3yr licence that the school has – via NYCC – to access a programme – CLICKER – that will be used in class to support those who find writing difficult. TW noted the benefits of this and how this support, delivered via technology, would be helpful to pupils in the longer term, giving many confidences in ongoing use of this medium.</p> <p>TW noted that assessments are planned for the end of March 2022 – results of which would be presented at FGB on 6th April.</p>
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	<p>TW noted work undertaken on mental health this half term – with the school participating in Mental Health Awareness week and pupils in Y3/4 and 5 being trained as mental health champions.</p> <p>TW briefed governors on the gradual reintroduction of after school clubs noting those outdoor activities that had started and the plan to have all back and running after half term.</p> <p>TW and DA updated governors on the work with external consultants to support SEND processes and procedures in school. There has been a very positive impact – assessments have been reviewed and actions discussed to enable better progress under then “new ways of working” in this area. Outcomes are shared with all staff to ensure all develop in this area. DA briefed governors on issues being currently encountered.</p> <p>Q: Are these linked to the impact that Covid restrictions have place on the school over the past two years. DA noted that whilst some are – there are deeper issues in some cases and noted the effect of younger pupils not having attended nursery school.</p>
8	<p><u>Governor monitoring of the 'loving to learn' success criteria on the SSDP in the current context of school and remote learning arrangements.</u></p> <p>Records of Governor visits are being completed and available on the shared drive.</p> <p>Discussion took place on how these need to happen on a regular basis – and recorded – to enable evidence of monitoring. Governors were reminded to work with Subject Leaders and Pupils to maximise the benefit and quality of monitoring and that all visits/monitoring should be linked to the SSDP.</p> <p>Time for and timing of visits was noted as an issue and discussion took place on how this can be addressed. The impact of Covid restrictions on undertaking visits into school was acknowledged. A schedule of visits per term – to spread the load – was discussed and it was agreed to look further at this at FGB on 6th April.</p> <p>Action: Clerk/AS/JP/TW</p> <p><i>GS left the meeting at 15.00</i></p>
9	<p><u>Governor visits/monitoring.</u></p> <p>This item was combined and discussed within agenda item 8.</p>
C	Other Business and information
10	<p><u>Policies to approve:</u></p> <p>Subject to comments made – mainly around personalisation and use of the school logo – Governors approved the following Policies:</p> <p>Removal of Governors Procedure – JP noted this was a Policy recommend during the Governance Audit.</p> <p>Complaints Policy – TW noted that the now included the mutual agreement with Cowling for independent governors to sit on the panel should the need arise – and also noted this was picked up during the Governance Audit).</p> <p>Appraisal Policy – School Logo to be used in this.</p> <p>Developing Performance Policy</p> <p>Disciplinary Policy</p> <p>Educational Visits Policy</p>

	<p>Increments Policy Managing Allegations against Staff Workplace Health and Wellbeing Strategy</p> <p>Governors discussed review dates and TW confirmed these had been spread out across the three terms, and also summarised on the Policy Schedule document.</p> <p>Q: In the Workplace Health and Wellbeing Strategy, who supports the HT. Governors discussed what appears to be an omission in this strategy concluding that the Governing Board has a major role to play in this.</p> <p>Q: During staff PM meetings, is mental wellbeing discussed. TW confirmed this is part of this process.</p> <p>Discussion took place around payment for school trips noting the need to monies to be collected in advance with cash payments not currently being accepted.</p> <p>Action: TW to confirm arrangements and ensure that all parents can access payment options.</p> <p><i>(JG left the meeting at 15.30)</i></p>
11	<p><u>Rolling Contracts</u></p> <p>Information relating to contracts due for renewal had been circulated prior to this meeting. TW noted that most of these would be renewed under the same terms and highlighted those with significant changes:</p> <p>MASS has changed to a new scheme – TW explained the new charging arrangements and governors agreed the benefits of remaining within this scheme.</p> <p>TW briefed governors on the benefits of changing Broadband supplier, which is cheaper and overall, a better option.</p> <p>TW noted the school cleaner/caretaker leaves on 18th Feb with NYCC responsible for interim cover and for recruitment of a replacement.</p>
12	<p><u>Skills Audit</u></p> <p>Governors were reminded to please complete the form and return to GS asap. GS undertook to have results available for FGB on 6th April.</p> <p>Action: ALL and GS.</p>
13	<p><u>To deal with any matters agreed for consideration under item 2 above.</u></p> <p><i>(Please also refer to Confidential Minutes)</i></p> <p>AS updated governors on the recent Schools Information Network Meeting (SINs), that had been hosted by NYCC. Topics discussed included Wellbeing, attendance – in relation to safeguarding concerns and prompts as to recognising patterns that may indicate that a child is “at risk” and Greener Governance with concerns that governors are not addressing this.</p> <p>Action: Greener Governance to be include on the FGB agenda for April 2022 (Clerk)</p> <p>JP noted the receipt of newsletters from the Diocese and NGA and enquired of those present if they already have these or if he should continue to forward for information. Governors noted the usefulness of these documents and JP agreed to continue to circulate.</p> <p>Action: Chair</p>

	JP requested that the proposed meeting to be held on 13 th July be brought forward to 6 th July. Governors agreed this. Action: All to note.
14	<u>How has this meeting impacted on the welfare and progress of our pupils?</u> Governors noted discussions and actions around Mental Health, a focus on the Curriculum and the presentation by Y6 pupils having an impact.
15	<u>Date of next meeting and Close</u> Governors noted the date of the next meeting – 16 th March 2022 at 6.00pm The meeting closed at 15.40

Dates of Future Meetings.

16/03/22 - 6.00pm - FGB (Finance and Resources) – **Please note revised date.**

06/04/22 - 6.00pm – FGB

09/05/22 - 6.00pm - FGB (Curriculum)

24/05/22 - 6.00pm - FGB (Finance and Resources) - Budget Approval

22/06/22 - 1.30pm or 6.00pm?? FGB strategy Meeting

06/07/22 - 1.3pm?? FGB – **Please note revised date.**