

**Wolds and Vale Federation  
Minutes of the Full Governing Body Meeting  
Tuesday 15<sup>th</sup> February 2022 at 5.30 pm  
At Sherburn CE VC Primary School**

<b>Present:</b>		
S Gibbon	SG	Parent Governor, Chair
M Davies	MD / HT	Head Teacher
C Moorwood	CM	Staff Governor
K Metcalfe	KM	Parent Governor – Vice Chair
A Chimwanda	AC	Co-opted Governor
C Fenwick – virtual	CF	Foundation Governor
C Olivier	CO	Co-opted Governor
<b>In attendance:</b>		
L Waller	Clerk	Clerk
<b>Not in attendance:</b>		
		<b>Vacancies</b>
		Co-opted Governor
		Foundation Governor
		LA Governor
		Parent Governor

No	Item	Action
1.	<p><b>Procedural</b></p> <p><b>1.1 Welcome, introductions and apologies for absence.</b> SG welcomed everyone to the meeting.</p> <p><b>1.2 Accept or reject any apologies for absence</b> None</p> <p><b>1.3 Resignation of Dan Outhart</b> KM voted in as vice chair</p>	
2.	<p><b>2.1 Declaration of Governors’ interests and reminder of Governor protocol.</b> MD and CO Snainton CE Primary School</p> <p><b>2.2 To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available to public inspection.</b> Consultation until published.</p>	
3.	<p><b>3.1 To approve the minutes of the meeting of the Full Governing Body held on 7<sup>th</sup> December 2021.</b> Minutes approved by governors, proposed CM seconded MD</p> <p><b>3.2 To consider matters arising from the minutes and for which there is no separate agenda item.</b> None</p>	

	<p><b>3.3 To check on progress /complete any actions from the last meeting.</b></p> <p>3.31. Policy review schedule to be completed. Done</p> <p>3.32. Clerk to send out new skills audit. Done</p> <p>3.33. Behaviour policy to be finalised. Draft presented</p> <p>3.34. JSDC to meet termly and feedback to each GB. Report included</p> <p>3.35. Wellbeing Presentation to be uploaded to Teams. Done</p> <p>3.36. GB to discuss wellbeing strategy further at the next meeting. On Agenda</p> <p>3.37. MD to upload George Tyson report to Teams. Done</p> <p>3.38. MD to upload school development plans for both schools to Teams. Done</p> <p>3.39. Message from Ian to be circulated to GB. Done</p>	
4.	<p><b>School Improvement update:</b></p> <p><b>Q What is happening with the school development plan?</b></p> <p><b>A This is a change in format, it has been shared with the Ofsted Inspector at Luttons.</b></p> <p>There is a summary on the first page and then more detailed actions and milestones. Milestones that are blank are currently in progress with the SLT. There is also a specific action plan to prepare Sherburn for inspection that sits alongside the SDP.</p> <p>A Governor raised that the milestone dates were missing on the SDP.</p> <p><b>Q It is included in the agenda but what is happening with Sherburn at the minute, in terms of communication with parents as it feels weak at the moment. Newsletters don't include what's happening at the school. Could work be done to improve these areas rapidly. Could the Sherburn SDP include a plan for wrap around care?</b></p> <p><b>Academic standards seem to be very weighted towards SEND at Sherburn, is there a focus on the more able children?</b></p> <p><b>A The process for identify children with SEND and moving things forward for them wasn't robust. This is why there is a specific area for SEN in the school development plan.</b></p> <p><b>Internal data doesn't give us concern to be that focused on the more able children and how we are stretching there. There is evidence in school to say that is being done effectively.</b></p> <p><b>Breakfast club has been difficult to manage through covid, it is now something we can rebrand and advertise.</b></p> <p><b>Newsletters will be looked at in the future, we have been uploading videos to class dojo and have had positive feedback on that.</b></p> <p><b>4.1 Headteacher report</b></p> <p>Focus on numbers on roll, little change at Luttons, there is a negative at Sherburn, this has caused quite a concern in the parent community. Some have moved due to areas, a family has moved as they weren't happy with something in school. Some who have moved have been vocal on social media. Any breach of school policy and home school agreements has been challenged. The families leaving caused concern</p>	

within the parent community. We feel there have been genuine reasons for leaving and parents that have spoken to us after have been very complimentary about the school and staff.

There has been a verbal allegation of bullying, the family then left before this could be investigated. If we had time to investigate I don't believe it would have proven a bullying claim.

When considering numbers at Sherburn, currently a 3 class structure, there are a few scenarios for next year including a 2 class structure in the morning with capacity to break up into groups. A few flexible ways to look at that, there are a few fixed term contracts that can be looked at. Lucky to have skilled support staff and options that can be considered for September. Opportunities now to look at the vision for the school and what we want moving forward.

Weaverthorpe consultation has finished but no outcome as yet.

Parents have been asked to give a school preference if the outcome is closure. A number of families have looked around. 11 children have put Luttons school as their preference. 39% increase in numbers if all arrive. Now time to plan for welcoming new families to school.

Invitation for Weaverthorpe and Luttons to do a drumming workshop as part of the jubilee celebrations. The potential increase would take 1 year group above PAN but there is still capacity in other year groups. Covid updates are included in the report.

Visits from school advisor included in the meeting documents.

SIAMS inspections have resumed. The CofE have changed the way they announce inspections, every July they publish a list of school who are due for the next year. Christian vision now needs to move forward at Sherburn.

#### **Q What is the impact of a negative SIAMS inspection?**

**A The inspection checks on the Christian vision and how that underpins school life. Similar to an Ofsted inspection but through the lens of the church.**

Ofsted readiness action plan that senior leaders have worked on will be in place and embedded before the inspection. This has moved the school to requires improvement self-assessment judgement. Some of that evidence is the robustness of fixed term exclusions in tackling some challenging behaviours and keeping everyone safe in school. There are strong pockets of good that have been seen on learning walks.

**Safeguarding** – last part of the fencing work to secure the pond area at Sherburn is taking place. Tree work has been done at Luttons and there will be further works to the boundary fence.

Conditions surveys has taken place at both sites, a recommendation for high level masonry insurance has been made, this would be around £200 at each school.

Exclusions, 2 since the last meeting, 3.5 day and 2.5 day, reasons detailed in the report.

	<p><b>Q How are the staff involved in the incidents that lead to the exclusions coping?</b></p> <p><b>A Its difficult for staff who are subjected to verbal and physical abuse, staff are supporting each other and staff are taking turns to allow partner working and giving staff a break from difficult situations. SLT are spending time with staff and talking through their concerns. Incidents are managed and this gives reassurance to staff. Staff have organised some social events and wellbeing strategies in place.</b></p> <p>Pastoral support governor offered her services to staff if they need someone to speak to.</p> <p><b>Q Will the current budget remain in place given the reduction in numbers at Sherburn?</b></p> <p><b>A As children have left after census the funding remains in place.</b></p> <p>Increase in nursery numbers looks like there could be a healthy reception intake in coming years. The focus now needs to be on making connections with local press and considering social media to boost the school profile. As an example Snainton school roll has increased 69% and parents state this is due to the raised profile of the school seeing the forest school work and children’s involvement in village projects. Governors felt that the school newsletter could be improved to communicate the good things school are doing. A governor noted that a local primary school are good at marketing their school and some children in nursery are considering that school over Sherburn due to the forest school aspect of their offer. The benefits of forest schools were discussed.</p> <p><b>Q How many children have left Sherburn?</b></p> <p><b>A 10 pupils have left school with another family to leave at the end of the month. 4 children have started at nursery.</b></p> <p>A discussion about mobility between schools on the A64 took place.</p>	<p>MD to forward CF contact details to staff</p>
<p>5.</p>	<p><b>Resources:</b></p> <p><b>5.1 SFVS for both schools for consideration</b></p> <p>The school financial values for both schools were considered.</p> <p>Reasons for the high staffing spend at Sherburn were due to a teacher being out working for the Maths Hub and children requiring 2:1 or 1:1 support. Luttons teacher in charge having a leadership day and teaching staff at the top of their pay scale.</p> <p>Luttons was proposed by KM and CM</p> <p>Sherburn was proposed by ACA and SG</p>	

<p>6.</p>	<p><b>Governance:</b></p> <p><b>4.1 Approval of the following policies -.</b></p> <ul style="list-style-type: none"> <li>• Science policy</li> <li>• Behaviour policy, draft approved parent consultation to follow.</li> </ul> <p>Policies proposed by CF seconded MD</p> <p>A governor was impressed by the quality of the science policy.</p> <p><b>Q Would the biblical first point sit well with Luttons?</b></p> <p><b>A Suggestion to make it reflect each schools characteristic.</b></p> <p><b>4.2 Report from JSDC</b></p> <p>The JSDC have met and provided minutes to the group. The group worked on a statement of intent to be agreed at the next governors meetings. Membership of the federated GB was discussed and proposed. A launch date for the consultation to federate was proposed as Thursday 17<sup>th</sup> February, giving stakeholders 6 weeks to respond. A joint meeting of both governing boards was proposed for Tuesday 5<sup>th</sup> April. Dates for parent meeting have been proposed, a date for staff meetings is still to be agreed once union representation can be confirmed.</p> <p><b>Q Agree in principle but worried about timescales given the current unease within the parent community.</b></p> <p><b>A Hopefully this will give parents the opportunity to come into school to discuss issues.</b></p> <p>One of the JSDC meetings focused on why, all of the schools need to know what is happening after August. HT believed this would settle parents and give them time to read and digest the documents Both GB to meet and give final decision before Easter. This gives time for W&amp;V to recruit a new Headteacher for September if they do not wish to federate with Snainton.</p> <p><b>Q Is there any way to extend the shared headship agreement?</b></p> <p><b>A If both GB decide to extend the arrangement then that is a commitment to federate. One year to one year would not give certainty to staff.</b></p> <p>A governor felt the children and families needed stability at this time and to know what was happening in the future. Staff governor felt staff needed some stability in leadership. Snainton GB see the vulnerability in standing alone. All 3 schools share a clear vision for the future.</p> <p><b>Q How will the proposal be communicated to parents?</b></p> <p><b>A It can't come from the HT this needs to be something the GB drive forwards. HT will support at the meetings.</b></p> <p>Advise has been sought from the diocese and a HR meeting is planned. The 3 options at the end of the consultation will be –</p> <ul style="list-style-type: none"> <li>• Proceed with federation</li> <li>• Proceed with federation with an amendment to proposal</li> <li>• Not to go ahead with federation</li> </ul> <p><b>Q What will be the leadership structure for the proposed federation?</b></p> <p><b>A A deputy head will be in the proposed staff structure.</b></p>	<p>MD to pass on comments to teacher.</p>
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	<p><b>Q Do you want governors at the meetings?</b>  <b>A Governors are running this consultation so are invited to all meetings.</b>  CF to attend 2pm meetings, SG and CO to attend all. A reminder that parent governors are there as governors and need to be clear about their role at the meetings.  CO proposed the statement of intent and to start the consultation to federate. All governors agreed.  GB was reminded that attendance at all meetings must be recorded and minutes should be taken.</p> <p><b>Q Has any financial information been considered?</b>  <b>A The bursar is providing two versions of the start budget one with the federation and one without.</b>  On 5<sup>th</sup> April if separate GB decide to proceed they will join to have one collective meeting.  Governors were reminded that the existing GB would be dissolved and elected positions i.e. parent and staff governors would be elected following the correct process.</p> <p><b>4.2 Building a strategy for Wellbeing</b>  The main focus needs to put the health and wellbeing of the staff first. Governors considered some points from the suggested policy. First step is to engage with staff and then develop a strategy to support them. Work has been done in the past to look at Teacher workload, that could be used as a benchmark. This should be lead by the staff needs. A staff meeting was suggested and the possibility of surveys. Some wellbeing ideas were discussed. HT promotes wellbeing and work life balance. CM and ACA to meet and arrange a staff meeting to start to discuss wellbeing. CF happy to support where she can. SG to be at the meetings if she is available.</p> <p><b>Q Do you feel staff are happy at the moment?</b>  <b>A Yes staff morale has improved since the Autumn term.</b>  <b>Q To the HT how are you finding the role across the 3 schools?</b>  <b>A A lot of work has been done in the last few weeks to give staff a better balance. Leading on wellbeing from the front.</b>  <b>Q Do you think the HT working across 3 schools is sustainable?</b>  <b>A Systems and structures are now in place to enable a better balance.</b></p> <p><b>4.3 Governor skills audit</b>  Governors have completed a skills audit and these have been correlated to show the strengths and weakness of the GB. Results were considered. Governors were asked if there were any particular training needs.</p>	<p>GB to consult on 3 school federation.</p> <p>CM and ACA to arrange staff meeting to consider wellbeing.</p>
7.	<p><b>Correspondence:</b>  None received</p>	
8.	<p><b>7.1 Matters arising:</b>  No urgent matters were discussed.</p>	

9.	<p><b>8.1 Impact of decisions made at this meeting on children across the federation:</b></p> <ul style="list-style-type: none"> <li>• The decision to move to consultation on federation will improve opportunities for all stakeholders in the future.</li> <li>• Stronger communication strategy will have a positive impact on how the federation is perceived.</li> <li>• Focus on staff wellbeing will have a positive impact on children.</li> </ul>	
10.	<p><b>9.1 Date of the next meeting and agenda items:</b></p> <ul style="list-style-type: none"> <li>• 29<sup>th</sup> March</li> <li>• 5<sup>th</sup> April 5pm at Sherburn Consultation feedback</li> </ul> <p><b>9.2 Close of meeting:</b>  <i>CF ended the meeting with a prayer.</i></p>	

**Date of next FGB meeting: 29<sup>th</sup> March 2022 at Luttons CP School.**

Signed .....

Dated ..... 29<sup>th</sup> March 2022.....

**'Three Core Functions of Governance'**

**To ensure clarity of vision, ethos and strategic direction**

**To hold the headteacher to account for the educational performance of the school and its pupils, and the performance management of staff**

**To oversee the financial performance of the school and make sure its money is well spent**