

**Embsay CofE (VC) Primary School**  
**Meeting of the Governing Body held on**  
**Thursday 14 July 2022 at 5.30pm in the school**

**Minutes (Draft)**

**Present:** Fiona Prest (Headteacher); Chris Atherton (CA) (Acting Chair); Jennifer Stearn (JS); Rev. Marion Russell (MR); Emma Smith (ES); Matt Smales-Cresswell (MSC) (arrived at 17:56); Andy Gash (AG) (arrived at 17:38)

**Apologies:** Rachael Higgins (RH); Rev. Tim Calow (TC); Steven Hudson (SH); Helen Ralph (HR)

**In attendance:** Paul Baxter (Clerk)

Core Functions of a Governing Body:

- **Setting strategic direction.**
- **Holding the Headteacher to account for educational performance.**
- **Ensuring financial health, probity, and value for money.**

No.	Item	Action
<b>Part A – PROCEDURAL</b>		
1.	<p><b>Prayers</b> – MR opened the meeting with a prayer and a passage from The boy, the mole, the fox and the horse.</p> <p><b>Welcome</b> The acting Chair welcomed all to the meeting.</p>	
2.	<p><b>Apologies</b> Consented apologies were received from Rachael Higgins, Tim Calow, Steven Hudson and Helen Ralph.</p>	
3.	<p><b>Confidentiality</b> The acting Chair reminded all present of the confidential nature of all discussions.</p> <p>It was agreed that part of item 7, Headteachers Report would be recorded in the confidential minutes.</p>	
4.	<p><b>Declarations of interest</b> No declarations were made.</p>	
5.	<p><b>Urgent business items previously notified to the Chair</b> The acting Chair advised that he had been notified that a letter received from NYCC regarding the deficit position 2025-2026 would be drawn to the attention of the Governing Body under AOB.</p>	
6.	<p><b>Membership of Governing Body</b></p> <ul style="list-style-type: none"> <li>○ Update on LA Vacancy – Governors were advised that a former Governor has expressed an interest in re-joining the Governing Body. The Chair is to contact him to discuss.</li> </ul>	<b>MS-C</b>
6a.	<p><b>Minutes</b> The minutes of the meeting held on 25 May 2022 were approved without amendment. The acting Chair signed a copy of the minutes for the record.</p>	

	<p>Matters arising <b>not covered elsewhere</b> on the agenda:  Item 10 – School Funds Account for Approval – The Headteacher confirmed that these have now been approved.</p>	
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**Part B – School Improvement**

<p>7.</p>	<p><b>Headteacher’s Report</b>  A copy of the Headteacher’s report had been circulated ahead of the meeting. The Headteacher highlighted the following:</p> <p>School pupil numbers – 30 children will be joining Reception in September plus some others which is 6 more than accounted for in next year’s budget.</p> <p><b>Governor question: Do any of the additional pupils have any special needs?</b> – The Headteacher advised that she has not been made aware of any.</p> <p>Assessment – The Headteacher took Governors through the data in her report. Governors were advised that the results for reception were good. The results for Yr1 phonics were exceptional and not achieved at the expense of other subjects. The Headteacher advised that reception and KS1 were almost there in terms of recovery from the disruption of Covid. Governors discussed the results and clarified a number of areas.</p> <p><b>Governor question: The current yr5 is lower going into yr6, will there be any additional support?</b> – The Headteacher outlined the support which will be put in place.</p> <p>Governors discussed the assessments and how to interpret the data and challenged the Headteacher on how the children are measured and whether the current method is the best way.</p> <p>Summer Fair – This had raised £2,000 and had been enjoyed by all who attended. Governors asked the Headteacher to pass on their thanks to the organisers.</p> <p>Premises – The school is awaiting a report from NYCC on the roof which is crumbling.  <b>Governor question: Is there any risk to health and safety of the children?</b> There was a minimal risk as small bits crumble into the playground.  The hot water boiler has been replaced.</p> <p>Academisation – The Headteacher advised that she had attended a meeting of the Skipton Heads and she fed back on what had been discussed. Governors agreed that it would be a good idea to invite someone from the Diocese to come and talk with them and the Headteacher was tasked with setting up a meeting in the new academic year.</p> <p>SIP 2021/22 – The Headteacher provided feedback on Heather Russell’s visit. She had carried out a review of phonics teaching and, although there were no issues, the SEA had suggested that the school consider using the Little Wandle scheme which many schools are now using. The Headteacher shared her concerns with this scheme; it is expensive, requires all staff to undergo training (not necessarily a bad thing) and would require considerable extra resources. The benefits have yet to be fully demonstrated. Governors discussed the benefits of the programme within Embsay school context. Governors were advised that it is planned to invite the English Hub to come and carry out an audit of phonics. The link governor was asked to attend this session.</p>	
<p>8.</p>	<p><b>SIAMS/SIP</b>  A copy of the draft SIP for 2022/23 had been circulated ahead of the meeting. Governors were advised that some areas are carried forward from this year’s SIP but the main driver</p>	

	<p>will be around the Diocese’s “Saving Creation” green issues push and social justice and how this is intertwined throughout the curriculum and can be linked to “Courageous Advocacy”. There was a lengthy discussion with Governors sharing their ideas and agreed that the ethos for the school must start with the Governing Body. The Headteacher shared her plan for the school to be net carbon zero by 2030. Governors discussed if there should be a Link Governor for sustainability from next term. The Headteacher asked Governors to read the draft carefully and let her have their thoughts.</p> <p>Governance Review – Though not an item on the agenda, there followed a discussion on a recent Governance review carried by the Diocese at the request of the Governing Body. A report has been prepared but had not been issued before the meeting so not all Governors had had opportunity to consider the report and its recommendations or visit the links in the report to the results of some surveys of staff, parents, and pupils.</p> <p>The acting Chair, who had received the report ahead of the meeting, shared his initial thoughts. It was agreed that this should be an agenda item for the first meeting of the autumn term. It was also agreed to invite the Diocese to provide some training for Governors and a suggested date of 29 September was proposed. It was further agreed that the Governors would hold a meeting with staff in early September.</p>	
9.	<p><b>Governor Report to Parents</b> It was confirmed that this will be completed by the end of term. It was agreed that a letter would go out to parents from the Governing Body.</p>	
10.	<p><b>Health and Safety Update</b> Nothing to report.</p>	
11.	<p><b>Reports of:</b> Governor visits/ monitoring – nothing to report Governor Training – nothing to report Feedback from courses – nothing to report</p>	
12.	<p><b>Any Policies to be adopted:</b> Governors unanimously agreed to adopt the following policy:</p> <ul style="list-style-type: none"> <li>○ Parental Leave</li> </ul>	
13.	<p><b>To note any governors’ correspondence received or sent</b> None.</p>	
14.	<p><b>Any other urgent matters previously notified to the Chair under item 5 above.</b> It was noted that a letter has been received from NYCC bringing to the attention of the school and Governing Body the forecast deficit position for 2025/26.</p>	
15.	<p><b>Provisional Meeting Dates 2022/23:</b></p> <p><i>Thursday 13 October 2022</i> <i>Wednesday 7 December 2022</i> <i>Thursday 9 February 2023</i> <i>Wednesday 22 March 2023</i> <i>Thursday 25 May 2023</i> <i>Wednesday 12 July 2023</i></p> <p><i>All at 5:30 p.m.</i></p>	
16.	<p><b>How have we helped to achieve our objectives today and how has this meeting impacted on the welfare and progress of our pupils?</b></p>	

	<ul style="list-style-type: none"> <li>○ Governors agreed to invite the Diocese to provide governance training following its review which enable the Governing Body to better be equipped to support the school going forward.</li> <li>○ Governors agreed that next year’s SIP should embed greener issues throughout the curriculum.</li> <li>○ Governors agreed to explore the process of academisation.</li> <li>○ Governors discussed the school’s approach to the teaching of phonics and whether the Little Wandle scheme is best fitted for the school.</li> </ul>	
17.	<p><b>Close of meeting</b>  The acting Chair declared the meeting closed at 19:28. The governors expressed their thanks to the staff and head teacher for all their efforts this year.</p>	

Signed: .....

Dated: .....