

**Minutes of a meeting of the Federation Governing Board
held in Follifoot Primary School and on Teams on 8th July 2024**

Present: Alan Dewey (Chair), David Harrington (Chair), Rebecca Holland (Headteacher), Lawrence Pomeroy, Barbara Ryan, Marianne Tharby, Nick Dawson, Adam Jackson, Liz Britton

In attendance: Louise Flanagan (Clerk, TEAMS), Emma Booth (Associate Member)

MINUTES		
No.	Item	Action
PART 'A' – PROCEDURAL		
1	<p>Welcome and introductions</p> <p>The Chair welcomed everyone to the meeting and Barbara Ryan shared a prayer.</p> <p>Those present were reminded of the need for confidentiality and the core functions of the Governing Body.</p> <p><i>Core Functions:</i></p> <ul style="list-style-type: none"> • Setting strategic direction. • Holding Headteacher to account for educational performance. • Ensuring financial health, probity and value for money. 	
2	<p>Apologies for absence and to determine whether any absences should be consented to.</p> <p>Apologies were received and accepted from Rose Hall and these were accepted by Governors.</p>	
3	<p>To remind Governors of the need to declare interests, pecuniary or non-pecuniary.</p> <p>No other interests were declared.</p>	
4	<p>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.</p> <p>Items 17 and 18 will be minuted confidentially.</p>	
5	<p>Notification of urgent other business previously notified to the Chair</p> <ul style="list-style-type: none"> • Flexi School Policy 	
6	<p>To approve, as a correct record, the minutes and confidential minutes of the meeting held on 13th May and 10th June 2024</p>	

	<p>The minutes of the previous meeting were circulated before the meeting and were approved as a correct record subject to the amendment below and will be signed by the Chair as soon as possible.</p> <p><i>Add that NYC left the meeting after the strategic discussion</i></p> <p style="text-align: center;">Liz Britton joined the meeting at 17.37 and was introduced to Governors Emma Booth joined the meeting at 17.46</p>	<p>Chair</p> <p>Clerk</p>
8	<p>Matters arising All matters were confirmed as complete with the exception of marketing, Governors noted this may create extra work for Sarah so this will be considered at the September meeting so wellbeing can be considered. Clerk to add to agenda.</p>	Clerk
9	<p>Report from the Headteacher - to receive and ask questions</p> <p>The Headteacher's Report was circulated before the meeting and RH highlighted the following information:- The Health and Safety advisor will be visiting in the Autumn term, evacuations for fire practice and invacuations (partial lockdowns) have taken place at both schools. There have been three near misses.</p> <p><u>Pupil Numbers</u> The federation will be admitting some additional pupils, three to Follifoot and one to Spofforth.</p> <p>Governor Question (GQ): What are the reasons for this? Some dissatisfaction with other schools.</p> <p>GQ Are they out of our catchment area? Yes.</p> <p>RH noted her concern that Spofforth are not hitting capacity at nine pupils so there is a need to market both schools.</p> <p>GQ What is the impact on Spofforth if the Headteacher is spending more time with Follifoot? RH advised she feels Follifoot is requiring a lot of time and consideration at the moment, however she does not just do Spofforth work when at Spofforth and the same is true of Follifoot. RH is working much of the additional work at home in the evenings/weekends.</p> <p>GQ How do parents know the arrangements? RH advised she has tried to maintain the days she is on site and is visible on playground or gate. There are very few days where she changes location, she was also at Spofforth's performances so trying to maintain visibility at both schools. Parents sometimes escalate matters to the Headteacher rather than a senior teacher, so some matters are taking up time.</p> <p>Governors suggested that Governors have an open meeting once a term with parents.</p> <p>ND advised the photographer has done some publicity shots for both sites, contact made with website developer. Both schools will be on Instagram.</p> <p><u>Data</u></p>	

	<p>GQ: For Spofforth writing in Early Years (EY) has a benchmark of 92. This has dropped to 76. Follifoot has also decreased. Why? The expectation at the end of EY isn't high in terms of what pupils have to do, there is quite a steep trajectory in what they should be doing and by the end of year 6. Writing is however an area for school development. The children in year 6 will not have progress scores as they did not do KS1 SATs owing to covid.</p> <p>GQ Reading has decreased from 77 down to 44 at Follifoot? The cohorts are small so the percentages can be misleading. Also, since the children were in EYFS, several of the cohort have been placed on the SEND register and two children have EHCPs. It does raise questions about the validity of EYFS judgements.</p> <p>GQ These results are pre SATS? Yes SATS results come out tomorrow. KS1 pupils did have a go at the tests but these are no longer statutory and are used to support teacher assessment. There is not expectations that scores are shared outside of school.</p> <p>GQ Are they benchmarked against national average? The national average changes year on year. Context is important eg Y6 cohort at Follifoot has high numbers of SEND.</p> <p>GQ Is there any way to compare with similar smaller schools? RH would have to look into whether that is possible. It is difficult to compare like for like and additional needs may differ. National averages will come out in the Autumn.</p> <p>GQ Are we asking the SENCO to look at various SEND lists? Yes RH is meeting tomorrow with new SENCO and previous SENCO to discuss whether individual pupils should be on the SEND register; what support they need and what their progress looks like.</p>	
10	<p>Safeguarding Report</p> <p>The end of year Safeguarding Report was circulated before the meeting. RH drew Governors' attention to the number of referrals and the issues with online safety.</p> <p>GQ What is Operation Encompass? It is used when police are called regarding domestic violence. This is notified to school with the pupil's name and reference number. There have been 21 reports between both schools.</p> <p>GQ Do they take up time? RH contacts local police to see if there's anything school needs to know. School has a good relationship with the team, sometimes the child didn't witness anything but it is important to know that there are difficult relationships at home.</p> <p>GQ Who notifies you? It comes through the police operation encompass team.</p> <p>GQ Young carers are mentioned in the report, did they identify themselves? That is historical information on the school system. There is not a great deal we need to do but we are aware.</p> <p>GQ Have the numbers increased? It wasn't recorded until after Covid, but has gone up recently.</p>	
11	<p>School Improvement Plan</p>	

	<p>A meeting took place a few weeks ago with Olivia Kelly (Senior Education Advisor), RH and group of Governors. It was encouraging to hear the positives, the report was uploaded to Teams before the meeting.</p> <p>Categorisation has been moved for both schools. Spofforth moved from Category 2 to 3. Follifoot moved from Category 3 to 4. This translates to more specialist support from North Yorkshire Council.</p> <p>GQ Who decides where the support goes? We went through focus areas with Olivia.</p>	
12	<p>SIAMS <u>SIAMS on a page</u> The template was provided by Paul Bowlass. RH spent a day with Paul and the two senior teachers looking at Spofforth through the SIAMS framework.</p> <p>SIAMS on a Page serves to remind all of school's vision and values, Governors agreed it is a very helpful document.</p> <p>Barbara is also to be involved in SIAMS preparation.</p>	
13	<p>Policies The Flexi Schooling Policy was circulated before the meeting. It was decided that a governor be involved in decision making.</p> <p>Governors APPROVED the policy in principle.</p>	
14	<p>Governor Monitoring Visits</p> <p>Monitoring visit reports were uploaded before the meeting, RH recirculate guidance on governor monitoring which will be available from September.</p>	RH
15	<p>To consider and ask questions of the minutes and recommendations of the following Committee meetings</p> <p>LP advised the May monitoring reports were considered at the Resources Committee, there is little deviance as it is early in the financial year. Staffing was also discussed. License deficit application to be submitted to NYC, needs to be signed off by the Chair.</p> <p>GQ What is it for? Permission to have a deficit.</p> <p>Governors AGREED to the application.</p>	
16	<p>MAT update</p> <p>Financial information has been submitted to the Diocesan MAT and Governors are waiting to hear back.</p>	
17	<p>Wraparound Update This item was minuted confidentially.</p>	
18	<p>Follifoot Update This item was minuted confidentially.</p>	

19	<p>Future Governance Structure</p> <p>Emails were circulated before the meeting regarding suggested governance structures.</p> <p>GQ What does more meetings look like? Half termly so should be shorter.</p> <p>GQ What is the plan for Quality of Education? This hasn't been considered this year due to other challenges.</p> <p>MT advised she would be willing to co Chair with EB.</p> <p><u>Finance Committee</u> AD will act as interim Chair, it was suggested Simon Cox may be interested as he was a previous Chair. ND will speak with him. HS noted the importance of someone with business expertise. Meetings dates still need to be set.</p>		ND
20	<p>Staff, Headteacher and Governor Wellbeing</p> <p>RH advised a confirmed structure for governance eg meeting schedules and decision on the future of federation would be very helpful for RH's wellbeing.</p> <p>The new HLTA will allow some more capacity.</p>		
21	<p>AOB</p> <p>There was no other urgent business to be discovered.</p>		
22	<p>How has this meeting impacted on the welfare and progress of our pupils? Include one for Christian Vision</p> <ul style="list-style-type: none"> • Talked about Health and Safety to ensure a safe environment • Data and areas of the SDP for focus, eg phonics and writing • Discussed strengths, governance structure going forward • SIAMS visit is due so SIAMS on a page was agreed to be a useful document 		
23	<p>Date of next meetings</p> <p>To be decided.</p>		
24	<p>Closing Prayer</p> <p>Barbara Ryan shared a closing prayer.</p> <p>RH thanked both David and Lawrence for their hard work as Chairs.</p>		
	There being no further business the chair closed the meeting at 20:50		
	Signed	Dated	

Signed.....

Chair of Governors

Date.....

FINAL