

Minutes of a meeting of the Governing Body of Gillamoor School held at the school on Tuesday 17th September 2024, at 6:30pm

Present:	
Christopher Vowles (CV)	(Chair) Parent Governor
Tamsin Elsey (HT)	Headteacher
Stuart Patterson (SP)	Co-opted Governor
Aniko Sheppard (AS)	Foundation Governor
Paul Normandale (PN)	Co-opted Governor
In attendance:	
Lydia Waites (LW)	NYC Clerk
Emma Smith (ES)	Parent Governor (<i>elected during the meeting</i>)
Apologies:	
Charlotte Pope (CP)	Staff Governor
Paul Sunderland (PS)	Foundation Governor
Vacancies:	2 x Co-Opted Governors

Colour coding Key – Highlighting Governor Core Functions

Red – Strategy Challenge/question

Blue – Approval/Decision taken

Green – Performance Challenge/Question

Purple – Financial Challenge/Question

Item	Minute	Lead
1.0924	Welcome and Introductions CV opened the meeting and welcomed governors, leading them in prayer.	
2.0924	Apologies (with and without acceptance) Apologies from CP (accepted). PS did not attend.	
3.0924	Consideration of which items should be confidential Any confidential items will be minuted as such as they arise.	
4.0924	Election of Chair and or Vice Chair CV stated his willingness to remain as Chair for another term. There were no other volunteers for the role. Governors voted unanimously by show of hands to appoint CV for another term as Chair. There were no volunteers for the Vice Chair role and the decision was postponed until all governing board members are present and/or appointed.	GB
5.0924	Annual Register of Business and Personal Interests Governors signed the circulated form.	
6.0924	Register of Gifts and Hospitality Governors signed the circulated form.	
7.0924	To remind Governors of the need to declare interests, pecuniary or non-pecuniary Governors were reminded of the need to declare interests.	
8.0924	Committees: Governors agreed on the membership of the following committees: <ul style="list-style-type: none"> • Headteacher’s Performance Management Committee is as follows: AS, CV, SP. This is scheduled for the 20th November at 1:30pm. • Agree Complaints/Appeals Panels: PN, ES. • Ethos Group: PS, AS, HT. 	

9.0924	To confirm the scheme of delegation to the Headteacher Governors to confirm the scheme of delegation when a copy is sourced and circulated.	LW/HT
10.0924	To appoint Governors with specific responsibilities and Link Governors Governors agreed on the following Link Governor roles and responsibilities: <ul style="list-style-type: none"> • SEND Link Governor: ES • Safeguarding and Health and Safety Link Governor: PN • Finance Link Governor: SP • Wellbeing Link Governor: AS • Curriculum Link Governor: CV (provisionally) • RE Link Governor: PS, AS. 	
11.0924	Agree a timetable for Governor monitoring visits Governors agreed on monitoring visits for the upcoming term. It was agreed that the remaining visits will be scheduled when all governing board members are present and/or appointed.	
12.0924	Standing Orders The Chair signed the circulated standing orders document following governor approval.	
13.0924	Code of Conduct The Chair signed the circulated code of conduct document following governor approval.	
14.0924	Approval of minutes from the last meeting Governors agreed that the minutes of the FGB meeting held 09.07.24 are a correct record, following an amendment to governor details.	
15.0924	Matters arising from the previous meeting/update on action points CV addressed the action points arising from the previous meeting, which it was ascertained have been or are in the process of being actioned.	
16.0924	Any other urgent business No other urgent business.	
17.0924	Report from the Headteacher Following the latest governing board health check, HT asked governors if they were content with the current format and structure of the Headteacher's report. Governors discussed this and agreed to continue with the existing report format. Governors referred to the circulated Headteacher's report which HT explained is brief this term due to staff illness. Q: Are the new staff settled in and happy? A: Yes, and we have an additional staff member provided by NYC supporting our ECT for a term, which has been helpful. Q: Is [pupil] returning to school? A: I have received another sick note for a month, so it is still uncertain. We are following the statutory procedure and have held attendance meetings regarding this matter. HT addressed pupil attainment. A provision plan is in place for teaching, and the school is making use of the NYC support staff on this front. The school is currently at PAN capacity due to an influx from Kirbymoorside. Q: Why the influx? A: A number of parents have cited bullying as a reason. Q: Do you think the new pupils will benefit from the ethos of Gillamoor school? A: I believe they all will, yes. [HT elaborated further on this]. Q: Have the new pupils managed to settle in and integrate at the school? A: Yes, despite coming from different year-groups. Overall, they are positive and very enthusiastic.	

	<p>HT added that, from her discussions within the community, it appears Gillamoor is now more on the radar for parents due to being at capacity, which is a positive.</p> <p>The wrap-around care from 4:30-5:30pm is now operating for 3 rather than 5 days a week due to finance and uptake.</p> <p>HT noted that there will not be as many changes to the curriculum this year. The school has adopted White Rose for Maths, and the focus will be on embedding this learning. HT explained how the new classing structure works and noted that this is going well. The school is now delivering Japanese rather than French for modern languages as this fits with the school's curriculum and ethos.</p> <p>Q: How are pupils responding to the changes in homework? A: They have returned their workbooks completed and enthusiastically. Q: What provision is available for children who might struggle with this homework? A: We plan to run an optional homework club on a Friday. There is also a time slot on a Tuesday when TAs can help children who are struggling with their homework.</p> <p>Most of the repeated late arrivals to school have now left the school, which has improved attendance.</p> <p>The PE scheme has changed and is in the process of being embedded, though there is some staff resistance to this change.</p> <p>Q: How close are teachers to... how is the school benefiting from...? A: Ongoing training will be completed soon. Staff have completed their Little Wandel training. There is no other ongoing training, but we have rolling training courses booked in.</p> <p>Governors were directed to the SDP priorities circulated with the Headteacher's report and HT summarised these priorities for approval from the board. Governors approved the SDP priorities, following an amendment to the wording.</p> <p>Q: Are you happy that the new ECT will add to the school? A: Yes. She is amazing in terms of connecting with the children and clarity with her delivery.</p>	
18.0924	<p>Safeguarding</p> <p>HT and PN have not yet had their safeguarding meeting this term, though monitoring visits have been planned.</p> <p>All staff have been updated regarding the updated KCSIE 2024, which governors have also read. Anaphylaxis training was scheduled to take place for a new pupil with allergies but has been postponed.</p>	
19.0924	<p>Governing Board Update</p> <p>ES has expressed an interest in joining the board as a Parent Governor. CV gave an overview of her application and invited governors to vote on the matter. Governors voted unanimously to appoint ES to the board as a Parent Governor by show of hands.</p> <p>Three candidates have expressed an interest in joining the board as Co-Opted Governors which would fill these vacancies. Governors discussed this and it was agreed that CV will invite these candidates to the next FGB meeting.</p>	
20.0924	<p>Governor Training and development</p> <p>Governors were reminded to read the circulated KCSIE 2024. CV to draft a grid of helpful upcoming training to share with governors at the next FGB.</p>	CV
21.0924	<p>To receive Budget Monitoring Report – to date</p> <p>No update.</p>	
22.0924	<p>Policy Review</p>	

	An ECT Policy has been drafted and will be uploaded to The School Bus. HT to continue to circulate policies for ratification outside of meetings via The School Bus.	
23.0924	Any other business Governors questioned whether there have been any changes within the DofE following the change in government and this was discussed with HT, who noted that there have been no discernible changes so far. Governors also discussed the implications of the recent changes to Ofsted grading.	
24.0924	How has this meeting impacted on the welfare and progress of our pupils? Governors signed the statutory forms; read the updated KCSIE 2024; governors made plans which mean that will be able to hold the school and Headteacher to account.	
25.0924	Date of next meeting/s <ul style="list-style-type: none"> • Tuesday 19th November 2024 • Tuesday 11th February 2025 • Tuesday 6th May 2025 • Tuesday 8th July 2025 	

Meeting closed 8:30pm.

Actions arising from the meeting held 14th May 2024

Item	Action	Lead
4.0924	Governors to elect a Vice Chair during the next FGB meeting.	Govs
9.0924	LW to circulate model scheme of delegation.	LW/HT
15.0924	<ul style="list-style-type: none"> • LW to circulate a skills audit to the board for them to complete once governor vacancies have been filled. • LW to circulate the agreed meeting dates to the board. 	Govs LW
20.0924	<ul style="list-style-type: none"> • CV to draft a grid of helpful upcoming training to share with governors at the next FGB 	CV

Minutes produced by Lydia Waites – Clerk

Signed (Chair) Date