

SCARCROFT PRIMARY SCHOOL
Minutes of the meeting of the Local Governing Board
Held on 21st June 2022 at 5.30pm

Present:	Paul Edwards (Headteacher) David Rowsell (Chair) Daniel Staples Gillian Marshall	Phil Cooke Sam Healy Emma Mackenzie Hogg Michelle Smith
In Attendance:	Mark Hassack (CEO) Lindsey Male (KS1 Lead) Sophie Triffitt (Governance Advisor – Clerk to Governors)	

1.	Welcome, Introductions and Membership The Chair welcomed everyone to the meeting.	
2.	Apologies for Absence and Declarations of Interest Apologies were received and accepted for Cllr Crawshaw.	
3.	Minutes of the Local Governing Board Meeting on 25th May 2022 (previously distributed) The minutes were agreed to be a true and accurate record of the meeting and were approved.	
4.	Actions and Matters Arising Action 1: Ongoing. Action 2: The Chair consulted the CEO on the Ofsted Narrative grid, and it was agreed no action was needed. Action 3: Ongoing. Action 4: Ongoing. Action 5: The new Deputy Headteacher was invited to the Curriculum & Learning Committee, but that meeting was rescheduled.	
5.	<p>Governing Body Matters</p> <p>Link Governor Reports</p> <p>Personal Development & Behaviour (previously distributed) The link governor reported that there is recognition of the playground work but investment is needed where items didn't fall within capital expenditure from Pupil Premium funding. A group of school parents are raising money for playground investment and requested support from the school with raising the profile of the fundraising. A 2022/23 calendar of activity was reviewed and there is work to look at collective responsibility and wider engagement. The Millthorpe tennis courts have been resurfaced and available for Scarcroft use.</p> <p>The link governor noted that there is DfE funding to make facilities available for community use connecting with the government white paper around enrichment.</p> <p>Safeguarding x 2 (previously distributed) The link governor met with Mrs Dickson to complete the NSPCC Audit and Caroline Wood, CYC, will be coming into school to undertake an external audit.</p> <p>Challenge: A governor asked what action is being taken around the five standards not or partially met. The link governor confirmed that an action plan has been developed from the findings of the audit.</p> <p>Action: Additional governor/s to complete Safer Recruitment training.</p> <p>In response to a governor the Headteacher confirmed that the school had a Ukrainian family and the child had integrated well. A governor referred the Headteacher to a programme that can</p>	Govs

	<p>translate documents.</p> <p>In reference to the Complaint Policy item it was noted that the school adopt the MAT policy. The CEO confirmed that feedback and guidance will be considered when the policy is reviewed and explained that as policies come up for renewal they will be centralised.</p> <p>The CEO informed governors that a Director of SEND and Safeguarding was not appointed and the role will be re-advertised for a January 2023 start, this will enhance the provision across the Trust and support colleagues in schools.</p> <p><u>Curriculum and Learning Committee Report</u> The meeting was postponed and will take place on 14th July 2022.</p> <p><u>Governor Recruitment (previously distributed)</u> Resolution: Governors appointed John Bryan and Tracey Barrett as co-opted governors (Proposed: Mr Rowsell, Seconded: Mr Cooke)</p> <p><u>Training</u> Governors were encouraged to complete training to fill gaps left by outgoing governors.</p> <p><u>2022/23 Meetings</u> Action: Chair and Headteacher to review the 2022/23 governor meeting schedule.</p>	HT / Chair
6.	<p><u>School Development Plan (previously distributed)</u> The Headteacher noted that non RAG rated items will be done by the end of term or rolled over to the next plan.</p> <p>The Headteacher explained the difficulties in using Evidence Me due to Talk Straight restrictions adding devices to the school network but is looking at the possibility of uploading the tool to old devices.</p> <p>Challenge: A governor noted that Ms Holton needed to be removed as leader on the document.</p> <p>Challenge: A governor asked if the Library is being used well. Staff explained that all classes have regular slots and the children love going, KS2 have access at lunchtime and there are library monitors.</p> <p>Challenge: A governor asked why staff training and CPD was rated amber. The Headteacher explained that whilst CPD had taken place it had not yet been to the level he wanted, it has been difficult to get dedicated slots for Little Wandle and Maths and Equality training for inset day is being investigated.</p> <p>Challenge: A governor noted that History chronology and progression in RE stood out as areas of difficulty. The Headteacher explained that RE progression was linked to technology which is being supported by Vital, the teaching has been good and the lead staff training had been quality assured by the Headteacher and CEO. The Headteacher explained the approach to History chronology and timeline. Ms Marshall explained that History in the early years is linked to the child's lifetime and living memory and is approached in decades to link with Maths and historical visitors across school bring the curriculum to life. The CEO explained that a big part of the approach to History is what else was going on at the time, how people thought and felt and identifying similarities and recurring themes.</p> <p>The CEO noted that the RE curriculum is well thought through and demonstrates progression of knowledge, which is the core of the curriculum, that the children are accumulating from Reception to Year 6.</p> <p>The Headteacher and CEO reported on the Subject Leader interviews. The CEO explained that Subject Leaders could articulate progression well noting the portfolio work of Art as a strength as this evidences progress of skills.</p> <p>Staff present confirmed that staff valued the chance to share their subject area and felt more</p>	

	<p>confident and prepared as a result of the process.</p> <p>Challenge: A governor asked if link governor sessions have helped Subject Leaders. Staff confirmed that link governor meetings have helped with the process.</p> <p>The CEO recommended that curriculum link governors ask about the sequencing of curriculum areas (why this, why now, what went before to prepare children and will this prepare them for what comes next).</p> <p>Challenge: A governor asked why the CPOMs item was rated amber. The Headteacher confirmed that this was a clerical error as CPOMS is embedded and was confident that records include concern, action and impact and updated the item to green.</p>	
7.	<p>Ofsted Preparation (previously distributed)</p> <p>The Chair referenced the sample questions provided by the CEO and governors reflected on the below questions:</p> <p><i>What action have governors taken that have made a difference?</i> Appointed people with the right skillset, link governor system, increased engagement and getting into school, developed effective governance,</p> <p><i>How do governors ensure the Prevent Duty is taken seriously?</i> Training, being alive to the risk, CPOMs, British Values as part of the Learning for Life curriculum, strong relationships with families, racist incidents reported and numbers low.</p> <p><i>How do governors monitor effectiveness in terms of robust data / evidence?</i> Have governors and links in place, rationalised committees, next steps of governance to reintroduce 360, through Curriculum and Learning Committee, stakeholder voice.</p> <p><i>What is the impact of the work of LGBs?</i> Governors to reflect on the discussions had and the impact on children. Challenge, support and monitor.</p> <p><i>What questions do governors ask leaders about the curriculum?</i> Intent, implementation and impact. Is the curriculum meeting the expectations of the national curriculum, seeing where and how it matches. Why work is sequenced in the way it is. If a different scheme of work is chosen why is that right for Scarcroft children. Fidelity to a scheme against professional fidelity to ensure the best for the children in the classroom.</p> <p>A staff member suggested end of year link visits coinciding with the process of reflection to inform action planning for the next year.</p>	
8.	<p>Ofsted Readiness Dashboard</p> <p>The Headteacher informed governors that the CEO has introduced an Ofsted readiness dashboard that is being updated.</p>	
9.	<p>Headteacher's Report (previously distributed)</p> <p>The Headteacher reported that attendance is steady at 94.1% and above Fischer Family Trust national average of 92.9%.</p> <p>Persistent Absence is 16.5%, reduced to 14.5% without the data of the children who had left one of which was delayed in placing at their new school following relocation.</p> <p>It was noted that the FFT total pupil number does not include Reception.</p> <p>A governor noted that girls have worse attendance than boys.</p> <p>Challenge: A governor asked if there had been an increase in unauthorised absence through term time holidays. The Headteacher explained that there had been some families stuck abroad due to cancelled flights. The CEO noted that the direction of travel from the government is that</p>	

	<p>unauthorised absences will be subject to a fine and prosecution after three instances of unauthorised absence.</p> <p>Challenge: A governor suggested mapping of absence across the year to identify any patterns of higher absence and monitoring impact of any initiatives i.e. activity in playground before school to encourage attendance and reduced lateness.</p> <p>Challenge: A governor referenced the CPOMS data noting that physical bullying and racist incidents are low but there are a high number of incidents of verbal aggression against peers. The Headteacher explained that Scarcroft is a large school and a significant number of incidents are linked to a small group of children.</p> <p>Challenge: A governor noted that the pupil health survey reported lower for bullying than the York average. The Headteacher explained that despite being lower there has been further work around what bullying is as a result of the survey.</p> <p>Challenge: A governor asked why the Year 6 attendance data is low. The Headteacher explained that the data is heavily impacted by two children who attended elsewhere.</p> <p>Challenge: A governor asked if external support for safeguarding cases is being provided. The Headteacher explained that Child Protection external support is good but services for behavioural needs are overwhelmed. The NEST is a great provision to support behaviour needs, there is a lot of positive soft feedback but will need hard evidence to monitor impact. The CEO informed governors that the overwhelmed services for behavioural support is a national issue.</p> <p>The Headteacher made governors aware of a group of children who represented the school excellently at a York St John Diversity event, they did a great job of talking about their migrant stories.</p>	
10.	<p>Pupil Health Survey (previously distributed)</p> <p>The Headteacher reported that a whole school assembly was held on bullying to look at scenarios, what bullying is and talked about if they had concerns who they would go to. The work has had a positive response through the pupil voice governor session.</p> <p>Challenge: A governor noted that environment concerns stood out as a significant issue.</p>	
11.	<p>Safeguarding</p> <p>Discussed as part of the link governor report.</p>	
12.	<p>Health and Safety</p> <p>Health and Safety Audit (previously distributed)</p> <p>The Headteacher reported that there were no urgent items and all actions were being addressed. There is no money available for the toilet refurbishment but they will be painted over the holidays.</p>	
13.	<p>Financial Reporting</p> <p>No update was reported.</p>	
14.	<p>Risk Record</p> <p>No update was reported.</p>	
15.	<p>Policies</p> <p>There were no policies for review.</p>	
16.	<p>Key Items from the MAT</p> <p>Governors were reminded of the MAT governance evening on Thursday 30th June.</p>	

17.	Any Other Urgent Business Governors recorded thanks to Mr Healy, Mr Cooke and Ms Mackenzie-Hogg for their commitment and contribution to the school at their last meeting before stepping down at the end of term.	
18.	Future Meeting Dates Curriculum Committee was rescheduled for Thursday 14 th July 10am to be held at the school.	

The meeting ended at 7.37pm

Approved at LGB on 22nd September 2022

David Rowsell (Chair of Governors)

Date

**Action Plan from the meeting of the Local Governing Board
held on 21st June 2022 at 5.30pm**

	ACTION	ITEM REF	PERSON RESPONSIBLE	DEADLINE
1.	Governors who have not yet completed Child Protection training on Educare to complete by 24 th March 2022. <i>24.03.22: Clerk to re-circulate the link.</i> <i>25.05.22: Ms Mackenzie Hogg was still to complete Child Protection training.</i>	12 (03.02.22)	Govs	Mar 2022
2.	Develop a governor pupil voice programme / structure for 22/23.	5 (25.05.22)	Govs	June 2022
3.	Additional governor/s to complete Safer Recruitment training.	5	Govs	Sep 2022
4.	Review the 2022/23 governor meeting schedule.	5	HT / Chair	July 2022

Future Agenda Items

Link governor roles