



	<p>Management System) any areas and individuals can be flagged for training to ensure the important focus on accurate records and reinforcing best practice.</p> <p>The SENDCO reported that vision panels have been installed in doors of rooms where adults work with children.</p> <p>The Headteacher reported that there had been an allegation against a member of staff which was reported to LADO (Local Authority Designated Officer) and the parents were spoken with and felt the situation was dealt with appropriately. Information will be held on file but there was no further action.</p> <p><b>Challenge:</b> A governor asked if LADO and the parents were happy with the outcome. The Headteacher confirmed they were, and the child and member of staff had mediation and no further action was needed.</p> <p>Jonny Crawshaw joined the meeting 9.26am.</p> <p>The SENDCO left the meeting at 9.27am.</p>	
4.	<p><b>Minutes of the Local Governing Board Meeting on 21<sup>st</sup> June 2022 (previously distributed)</b> The minutes were agreed to be a true and accurate record of the meeting and were approved.</p>	
5.	<p><b>Actions and Matters Arising</b></p> <p>Action 1: Child Protection training was completed for 2021-22. The 2022-23 training needed to be completed.</p> <p>Action 2: Action carried over.</p> <p>Action 3: Action carried over.</p> <p>Action 4: The governor meeting schedule was reviewed and circulated.</p> <p>Governors discussed the need to ensure that areas of focus from the committees are included in LGB business.</p> <p>In response to a governor the Headteacher confirmed that:</p> <ul style="list-style-type: none"> <li>- The toilets were not painted due to finances.</li> <li>- Most of the building snagging list work has been completed.</li> <li>- CYC confirmed that the one-to-one support funding was agreed, and payment made.</li> <li>- The cost of produce for school meals is covered in the Business Manager Report.</li> </ul> <p>The Headteacher reported that schools have been included in the energy cap for six months so there is short term protection on energy costs.</p> <p>A governor suggested a community campaign focused on climate change such as 'buy a light bulb' to cover the costs of converting to LED lamps and make positive environmental updates.</p> <p><b>Challenge:</b> A governor suggested a standing agenda item of energy use of the building and how the school can help the community. The Headteacher reported that the Trust is looking at what schools are doing to help families.</p> <p>The Headteacher noted that the residential offering has been reviewed for Year 5 and Year 6 to reduce costs but retain experiences and allow parents to pay overtime.</p>	
6.	<p><b>Minutes and Actions of the Closed Committee Meetings</b></p> <p><b>Finance and Resources Committee 24<sup>th</sup> May 2022 (previously distributed)</b> The minutes were agreed as an accurate record of the meeting and approved.</p> <p>Action: The Headteacher reported that the fire door strips discussion is ongoing with the Health and Safety Advisor and it was agreed to close the action.</p>	

	<p><b>Curriculum and Learning Committee 14<sup>th</sup> July 2022 (previously distributed)</b></p> <p>Subject to the correction to the Writing challenge question on page 2 the minutes were agreed as an accurate record of the meeting and approved.</p> <p>Action 1: Governors agreed for the focus on behaviour and impact to learning to be part of the focus of the governors in school day on 2<sup>nd</sup> November 2022.</p> <p>Action 2: The action for KS2 comparison data to a similar context school was carried over to the LGB actions.</p>	HT
7.	<p><b>Headteacher Report (previously distributed)</b></p> <p>The Headteacher highlighted that attendance is identified as an area in the school action plan for more rigorous monitoring. There is a government focus on attendance and a new category for severe absenteeism (below 50%). CYC have provided a package of posters and information to share with families and there is an increased focus on the use of fines.</p> <p><b>Challenge:</b> A governor asked if there is any research that suggests fines impact improved attendance. The Headteacher explained that the research is inconclusive.</p> <p><b>Challenge:</b> A governor noted that the school has increased attendance in very challenging times so would question the benefit of using fines. It is important to maintain relationships with families to keep them in school.</p> <p>The Headteacher noted that persistent absence stands at 11.3% but is high due to the small numbers of days in school so far in the term.</p> <p>The Headteacher reported that the current enrolment was 377 noting the large Year 6 cohort last year compared to the smaller Reception cohort that came in in September 2022 and provided an update on pupil numbers which suggested the need for mixed classes:</p> <p>Reception - 45  Year 1 - 41  Year 2 – 53  Year 3 – 56  Year 4 – 57  Year 5 – 63  Year 6 – 63</p> <p><b>Challenge:</b> A governor noted concern at the need to introduce split classes. The Headteacher explained that mixed year groups can work but it would be a big change for the school and would need to be clear with families how it can be successful. The Headteacher emphasised that the reducing pupil numbers is not a reflection of the school but of the house prices in the local area and lower birth rates.</p> <p>In response to a governor the Headteacher explained that there would be three classes: Reception, Reception / Year 1, Year 1.</p> <p><b>Challenge:</b> A governor noted potential parent disappointment at the change in offer and suggested thought be given to how this would be managed. The Headteacher explained that the school can't operate on pure classes given the numbers and other schools have or are looking at reducing their admissions numbers.</p> <p>Governors discussed the impacts of moving to mixed year classes and agreed to hold an extraordinary meeting to discuss the mixed year plan and actions that need to be taken to deliver it.</p> <p><b>Action:</b> Governors to meet on Tuesday 11<sup>th</sup> October at 1pm to discuss the mixed classes plan.</p>	Chair

	<p><b>Self-Evaluation</b> Governors noted the self-evaluation of outstanding for Personal Development.</p> <p><b>Action:</b> Chair to review the governor Ofsted narrative sheet.</p> <p><b>Challenge:</b> A governor suggested amending the SEF wording to 'at least' a good school.</p> <p><b>Challenge:</b> A governor suggested celebrating the chess trophies / successes i.e., local chess champions.</p> <p><b>Challenge:</b> A governor suggested recording parent testimony. The Headteacher explained that he has saved parent feedback and there are parent surveys.</p> <p><b>School Development Plan (previously distributed)</b> The Headteacher highlighted the focus on behaviour and quality through school.</p> <p><b>Challenge:</b> A governor suggested that the SWAT analysis included the impact of the Key Stage 2 joiners on SATs data which is an ongoing threat.</p> <p><b>Data (previously distributed)</b> The Headteacher reported that the outcomes were positive compared to local and national averages.</p> <p><b>Targets (previously distributed)</b> The Headteacher confirmed the targets were:</p> <p>KS 2: All subjects EXP 90%, GD 60%. RWM Combined 85% EXP, 40% GD.</p> <p>KS 1: Reading 80% Writing 73% Maths 81% RWM Combined 67%</p>	Chair
8.	<p><b>Pupil Premium / Recovery Premium</b> There was no update to record.</p>	
9.	<p><b>Governing Body Matters</b></p> <p><b>Governor Impact Assessment / Self Review (previously distributed)</b> <b>Action:</b> Governors to consider the questions and forward any responses to the Chair for the next meeting.</p> <p><b>Skills Audit / Review (previously distributed)</b> <b>Action:</b> Clerk to circulate the Skills Audit and governors to complete.</p> <p><b>Training (previously distributed)</b> <b>Action:</b> Clerk to circulate the Child Protection and EDI training link and governors to complete.</p> <p><b>Governor Link Roles</b> There was no update to link roles.</p> <p><b>Governor Visits</b> There were no visits to report.</p>	Govs  Clerk / Govs  Clerk / Govs
10.	<p><b>Safeguarding Update</b> Agenda item taken earlier in the meeting.</p>	
11.	<p><b>Health and Safety Update</b> There was no update to record.</p>	

12.	<p><b>Financial Reporting (previously distributed)</b> Governors had no questions on the report.</p> <p><b>Pupil Admission Number</b> Discussed as part of the Headteacher Report.</p>	
13.	<p><b>Policies</b></p> <p><b>Attendance Policy</b> <b>Resolution:</b> Governors agreed the Attendance Policy subject to it being personalised to Scarcroft and the inclusion of why it is important to have good attendance (approached positively - if 100% attendance likely to get x grade higher).</p> <p><b>Challenge:</b> A governor asked if the vomiting and diarrhoea 48-hour rule for not returning to school is written in policy. The Headteacher confirmed that it will be in the Medical Conditions Policy. A governor suggested including this in the Attendance Policy.</p>	
14.	<p><b>Key Items from the MAT, or to Report to the MAT</b> There were no items for discussion.</p>	
15.	<p><b>Any Other Urgent Business</b> There were no items for discussion.</p>	
16.	<p><b>Future Meeting Dates</b> 11<sup>th</sup> October 2022 1pm (Extra one item LGB) 20<sup>th</sup> October 2022 4pm 17<sup>th</sup> November 2022 5.30pm 15<sup>th</sup> December 2022 9am 19<sup>th</sup> January 2023 4pm 23<sup>rd</sup> February 2023 5.30pm 30<sup>th</sup> March 2023 9am 11<sup>th</sup> May 2023 4pm 8<sup>th</sup> June 2023 5.30pm 13<sup>th</sup> July 2023 9am</p>	

The meeting ended at 10.45am

**Approved at LGB on 23<sup>rd</sup> November 2022.**

Approval

**Action Plan from the meeting of the Local Governing Board  
held on 22<sup>nd</sup> September 2022 at 9am**

ACTION		ITEM REF	PERSON RESPONSIBLE	DEADLINE
1.	Develop a governor pupil voice programme / structure for 22/23.	5 (25.05.22)	Governors	June 2022
2.	Additional governor/s to complete Safer Recruitment training.	5 (21.06.22)	Governors	Sep 2022
3.	Governors to complete Child Protection in Education training and read Keeping Children Safe in Education.	10	Governors	20.10.22
4.	Staff handbook to be circulated to governors.	10	SENDSCO	Sep 2022
5.	Governors requested KS2 SATs comparison data with a school with a similar demographic.	6	Headteacher	20.10.22
6.	Governors to meet on Tuesday 11 <sup>th</sup> October at 1pm to discuss the mixed classes plan.	7	Governors	11.10.22
7.	Chair to review the governor Ofsted narrative sheet.	7	Chair	20.10.22
8.	Governors to consider the governor impact assessment / self-review questions and forward any responses to the Chair.	9	Governors	12.10.22
9.	Clerk to circulate the Skills Audit and governors to complete.	9	Clerk / Governors	20.10.22
10.	Clerk to circulate the Child Protection and EDI training link and governors to complete.	9	Clerk / Governors	20.10.22

**Future Agenda Items**

Keeping Children Safe in Education  
 Police presence in school / Child Protection Policy  
 Building energy use (and how the school can help the community)  
 Governor Impact Assessment / Self Review  
 Skills Audit