

INDEPENDENT PROFESSIONAL CLERKING SERVICES

**Leading Learners Multi-Academy Trust
Worth Valley Primary School Local Governing Board**

Minutes of a meeting of the Local Governing Board
held at the School on Thursday 28 September 2023 at 1.00pm

PRESENT: Mrs J Batey; Mr R Laughlin; Mrs V Townson

IN ATTENDANCE: Mrs R Page (Deputy Headteacher)

GOVERNANCE PROFESSIONAL: Tony Hammond, Independent Professional Clerking Services

72 NOMINATION OF CHAIR.

RESOLVED: that Mr Laughlin be nominated as chair.

73 DECLARATION OF INTERESTS. No interests were declared.

74 APOLOGIES. Apologies for absence were received from Miss Lodge (Headteacher).

75 ANY OTHER BUSINESS. No additional items were requested.

76 MEMBERSHIP. Governors noted the following:-

- Miss Hicks was no longer employed at the School, so her governorship had ended.
- Mr Storton had resigned as community governor.
- Mrs McNally had resigned as parent governor.
- Mrs Batey had been elected as staff governor.
- Mrs R Regan had been elected as parent governor.

It was noted that there were three community governor vacancies. Mr Laughlin confirmed that he would ask if Councillor Herd would be willing to join the LGB.

Governors were asked to suggest potential new governors and it was suggested that the local dance academy be approached.

77 ELECTION OF VICE-CHAIR.

RESOLVED: that Mrs Townson be elected as vice-chair.

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Chair's initials

78 LINK GOVERNORS.

RESOLVED: i) that link governors be appointed as follows:-

Community: Mrs Batey
Curriculum: Mr Laughlin or Mrs Townson (depending on
availability)
Safeguarding: Mr Laughlin
SEND: Mrs Townson

ii) that links be further reviewed following the appointment of new
governors.

79 MINUTES OF THE LAST MEETING.

RESOLVED: that the minutes of the meeting held on 2 February 2023 be confirmed as
a correct record and signed by the Chair.

80 MATTERS ARISING FROM THE MINUTES. There were no matters arising.

81 CODE OF CONDUCT. It was noted that all governors were required to adhere to the Trust's
Code of Conduct.

82 HEADTEACHER'S REPORT. A report had been circulated in advance of the meeting.

School Improvement

Governors noted the RAG-rated School Improvement Plan. Mrs Page confirmed that
amber actions would be carried forward to next year's plan, which would be presented at
the next meeting.

Data

It was noted that outcomes across the School were very positive and many were above
national. Governors asked whether the School Improvement Plan included actions to
further improve outcomes and Mrs Page confirmed that every action in the plan was
designed to do so. She informed governors that writing, reading, oracy and maths were
priorities.

Governors were pleased to note that Key Stage 2 outcomes were above national, including
reading, writing and maths combined. Mrs Page informed them that three pupils had
achieved greater depth in all three subjects, which was impressive.

It was noted that there had been a significant increase in the percentage of pupils
achieving full marks in the Year 4 multiplication tables check, though the School wanted to
increase this further in the future.

Governors noted that the percentage of children achieving a good level of development in
EYFS had increased and was above national.

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Attendance

Mrs Page confirmed that attendance was higher than last year and getting closer to national, and that persistent absence (which had been a focus last year) had reduced significantly.

Governors noted that there were no severe persistent absentees.

Mrs Page informed governors that the Local Authority's staged approach had been effective.

Debate Team

Mrs Page confirmed that Year 4 and 5 pupils had participated in a Trust debating competition in April. They had worked hard and been able to articulate their views effectively.

Governors were informed that local MP Robbie Moore had not been able to attend the competition, but had subsequently visited the School.

PE CPD

It was noted that all teaching staff had received training in dance and were currently undertaking gymnastics training.

SEND Funding

Mrs Page confirmed that leaders had been pressing the Local Authority for additional funding for pupils in the resourced provision, as Band 3 funding had not matched their needs. The SEND Team had agreed to significantly increase funding for six pupils.

Governors were informed that the banding of a seventh pupil would also be challenged.

Training

It was noted that the staff training programme was extensive.

Community Engagement

Governors noted the significant number of engagement activities that had taken place or were planned. Mrs Page stressed the importance of giving the School's children opportunities to engage in a wide range of community events and activities.

Governors asked if they could be notified of activities in advance, so they could attend some of them.

In response to a question, Mrs Page confirmed that pupils received water safety training during assemblies.

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Governors were informed that the School had enrolled on the NHS “My Happy Mind” platform, which provided free resources to support children and staff to maintain positive mental health.

In response to a question, Mrs Page confirmed that pupils would be seeing the pantomime at the Alhambra Theatre on 4 January 2024. She informed governors that the proceeds of fundraising activities (including the Christmas Fair) were used to subsidise such visits.

It was noted that staff went “above and beyond” in providing the School’s children with wider opportunities.

83 SAFEGUARDING. A report had been circulated in advance of the meeting.

Data

Data was noted as follows:-

- There had been 11 new Early Help referrals (4 families).
- There had been 4 new Social Care referrals (2 families).
- 3 children were subject to child protection plans (3 families).
- 10 children were subject to child in need plans (6 families).
- There were 7 children looked after (6 families).
- 6 children were privately fostered, adopted or subject to special guardianship orders (6 families).
- No children were home-educated.
- No children were educated offsite.
- No children had been reported as missing from education.
- There had been no Prevent referrals.

Defibrillators

The DfE had provided a defibrillator, which was wall-mounted in the main office in order to be accessible from all areas of the School, including the playground.

Operation Encompass

Mrs Page confirmed that Operation Encompass ensured the School was notified after the Police had attended an incident of domestic abuse where children related to either of the adult parties had been present, though in practice school staff had often already been made aware of incidents. Staff were sometimes notified by parents of incidents that had not been reported to the Police.

It was noted that in the last academic year, the School had received 30 separate Operation Encompass notifications, which was high and had led to school leaders increasing the prominence of positive relationships education within the PSHE curriculum, using specific teaching resources from the Police and other agencies.

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Governors were informed that Tonya Barnes (Pastoral Manager) had completed an Operation Encompass training course in Summer 2023 and Zoe Summers was due to complete the training this month.

Mental Health Support

Mrs Page informed governors that the School's capacity to support pupils with mental health needs had increased due to a change in role for Miss Butterfield (Teaching Assistant), who now spent half of her time supporting Mrs Barnes in providing pastoral strategies for pupils.

It was noted that Rachael Page was currently completing the DfE-funded Senior Mental Health Lead Training, which would allow the School to establish and deliver a whole-school mental health programme.

Governors were informed that the School was working towards the Mental Health Charter Mark.

Children with Complex Health and Medical Needs

Mrs Page confirmed that the School continued be supported by professionals from a range of external agencies, to enable staff to effectively meet the needs of all pupils, particularly those with medical and physical needs.

Keeping Children Safe in Education

Governors noted that all staff had attended annual safeguarding training during the INSET day on 4 September. This had included an update on Part 1 of Keeping Children Safe in education.

Mrs Page confirmed that training logs had been issued to all staff. These included space to reflect on any training and provide written responses to the weekly safeguarding scenarios.

It was noted that governors had received safeguarding training in May, which would be repeated next summer term.

84 MONITORING ARRANGEMENTS. Governors asked that the Headteacher and Deputy consider what areas they wanted link governors to focus on when visiting the School.

85 COMMUNITY. Mrs Batey was asked to consider how governors could best support community engagement.

Mrs Page suggested that the LGB could support the School in applying for additional funding, such as Lottery funding. Mr Laughlin confirmed that he received information about available grants, which he would, where appropriate, forward to Mrs Batey.

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It was noted that some of the outdoor areas were in need of improvement and it might be possible to source funding for this, linked to community use.

Mrs Page informed governors that the School was to become an ambassador school for the Yorkshire Dales National Park, which provided support with the management and funding of trips. She also confirmed that the School had been identified as a priority school for the "Grey to Green" project, which would support biodiversity and facilitate outdoor learning.

86 POLICIES. There were no policies for review.

87 GOVERNOR VISITS. Mr Laughlin tabled copies of a visit report form following his visit regarding SEND and the resourced provision.

88 GOVERNOR DEVELOPMENT, TRAINING AND SELF-REVIEW. Governors were asked to return completed skills audits to the Governance Professional.

It was noted that, whilst IPC provided some training, the Trust was best placed to lead bespoke training over and above safeguarding training. Mr Laughlin confirmed that he would raise this when attending the planned meeting for Trust chairs.

It was noted that the Trust had not yet provided a template for LGB annual reports.

89 DATES AND TIMES OF FUTURE MEETINGS. It was noted that the next meeting had been arranged to take place on Thursday 30 November at 1.00pm. Governors agreed that they would be happy for the spring and summer meetings to be aligned with arrangements made by the Woodside and Reevy Hill Governing Board.

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signature of Chair