



**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 Wednesday 20th November 2024 at 2.00pm

Present	Ceinwen Lodge – Headteacher. Helen Malt – Chair and Co-Opted governor. Rebecca Regan – Vice-Chair and Co-Opted governor. Julie Batry – Staff governor and Year 3 teacher. Victoria Townson – Parent governor. Rebecca Heald – Rebecca Burridge – Parent governor.
Also, in attendance	Rachel Page – Observer Wendi Thompson – SGS Clerk to the governors.

The meeting commenced at 2pm.

Item	Subject	Actions
1.	Welcome and Introductions CL welcomed all governors and observers to the meeting and introductions were made for the benefit of the clerk. The clerk led the meeting.	
2.	Election of Chair of the LGB for 2024 – 2025 Helen Malt was nominated as Chair of the LGB for 2024 – 2025. Helen Malt accepted the role of Chair of the LGB.	
3.	Election of Vice-Chair of the LGB for 2024 – 2025 Rebecca Regan was nominated as Vice-Chair of the LGB for 2024 – 2025. Rebecca Regan accepted the role of Vice-Chair of the LGB.	
4.	Apologies for absence and their acceptance All governors were present at the meeting.	

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5.	<p>Declarations of Interest for items Helen Malt declared she is a governor at Barlby Bridge, Selby. Helen Malt is parent of the headteacher at Carwood Primary.</p>	
6.	<p>Any other business and order variations None for this meeting.</p>	
7.	<p>Minutes of the previous meeting The minutes were approved by the governors as a true and correct record of the meeting. These minutes to be signed by VT who was Vice-Chair at the time of the meeting.</p>	
8.	<p>Matters arising None.</p>	
9.	<p>Governing matters</p> <ul style="list-style-type: none"> • Link governor appointments. <ul style="list-style-type: none"> ○ SEND – Victoria Townson ○ Safeguarding – Rebecca Burrige ○ Child Protection – Rebecca Burrige ○ Pupil Premium – Rebecca Heald ○ Looked After Children – Rebecca Burrige • Governor Code of Conduct <ul style="list-style-type: none"> ○ The Trust Code of Conduct was signed by HM at the meeting. • KCSiE 2024 <ul style="list-style-type: none"> ○ All governors confirmed they have read and understood the KCSiE document. • List of safer recruitment trained staff and governors. <ul style="list-style-type: none"> ○ Ceinwen Lodge, Rachel Page, Lucy Brown, Helen Malt, and Rebecca Heald. • List of DSL's and DDSL's <ul style="list-style-type: none"> ○ Ceinwen Lodge, Rachel Page, Lisa Boothroyd, Tonya Barnes, and Caroline Oram. • Review statutory information to be published on the school website. <ul style="list-style-type: none"> ○ Governor information to be published on the school website. 	
10.	<p>Head teachers report. School Improvement</p> <ul style="list-style-type: none"> • Michael Gaskill (Trust allocated school improvement partner) visited the school on 12th November 2024. His next steps were clear and he spoke to the writing, maths and science leads which 	

	<p>were a main focus. The report was shared prior to the meeting and the next steps will be fed into the SIP.</p> <p>Community Engagement</p> <ul style="list-style-type: none"> A group of teenage boys trespassing on the school grounds were destroying benches, destroying playground equipment and bird tables. They pulled a fence down and resources were stolen from locked storage in the EYFS areas. CCTV captured the vandalism and police were contacted. Permission was given to share the CCTV footage and within hours parents and neighbours contacted the school with names of the suspects. The school had budgeted to replace and repair the damage but the community offered help and assistance to replace the equipment. Fundraising took place to raise 5k in a day which triggered overwhelming offers of help. An anonymous MP transferred £1,500 into school funds, an ex-chair of governors donated £150, a volunteer at Bolling Park sent a cheque for £50 and the Keighley College Principal visited the school with the head joiner and chief liaison officer to offer help. Andrew Musgrave, a local wood craftsman is currently drafting plans with ideas to rebuild the EYFS area which will include an accessible area for wheelchair users. In total £5,773.95 has been raised. <p>Staff Training & Development</p> <ul style="list-style-type: none"> All staff training was listed in the head teachers report. <p>Staffing</p> <ul style="list-style-type: none"> There were significant staffing challenges during Autumn 1 with two members of staff absent due to serious illness and four members of staff sustaining fractures. JB and Mrs Boothroyd have returned to work this term. 	
<p>11.</p>	<p>Safeguarding</p> <ul style="list-style-type: none"> Compared to Spring and Summer 2024, the number of children involved with the Child & Family Trust has reduced. However, the number of safeguarding concerns has continued to rise. The number of LAC or privately fostered tend to be younger children in school. The school will accommodate the children for weeks or months before a permanent placement is found. <p>Annual Safeguarding Review</p> <ul style="list-style-type: none"> The annual safeguarding review took place in July 2024 and was led by Caroline Eyre, an independent safeguarding consultant. This review highlighted the high level of need experienced in school and the high number of children known to Children’s Social Care. 	

	<ul style="list-style-type: none"> Domestic Violence and Domestic Abuse are high. School support families in a sensitive and understanding manner. Caroline Eyre advised how escalation is put into practice and this is in an area for development. <p>Attendance</p> <ul style="list-style-type: none"> Attendance is a key priority and school follow the LA staged approach. LA have launched the penalty portal which may make the process easier. The system is robust and all attendance letters are tracked on a spreadsheet. School have signed up to the LA Attendance Charter which will acknowledge the willingness and support to follow the attendance policy and the strategy robustly. <p>Health & Safety</p> <ul style="list-style-type: none"> The annual Health & Safety inspection was extremely positive. 	
12.	<p>Data summary Data summary will be summarised at the next meeting.</p>	ACTION
13.	<p>Self-evaluation CW to send the self-evaluation form to governors.</p>	ACTION
14.	<p>SEND summary. SEND summary to be summarised at the next meeting. Trust SEND report to be presented at the next meeting.</p>	ACTION ACTION
15.	<p>Attendance Current attendance is 94.8%. PA 15%. No children are severely absent. CL added that she would present an attendance report at the next meeting.</p>	ACTION
16.	<p>Governor training Clerk to email S4B training opportunities to governors. CL added that the Trust National College provide training and skills development.</p>	ACTION
17.	<p>Policies</p> <ul style="list-style-type: none"> Low-Level Safeguarding Concerns policy. <ul style="list-style-type: none"> Approved by all governors. Suspension & Exclusions policy. <ul style="list-style-type: none"> Approved by all governors. Education for children cannot attend school because of health needs policy. 	

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	<ul style="list-style-type: none"> ○ Approved by all governors. ● First Aid policy. <ul style="list-style-type: none"> ○ Approved by all governors. ● Child Protection policy. <ul style="list-style-type: none"> ○ Approved by all governors. ● Behaviour & Relationship Policy. <ul style="list-style-type: none"> ○ Approved by all governors. ● Health & Safety policy. <ul style="list-style-type: none"> ○ Approved by all governors. <p>JB left the meeting at 2.57pm.</p>	
18.	<p>Any other business from above.</p> <p>The parent survey was a big success with 51 parents responding. Results highlighted that children are 100% happy at school and 100% of children feel safe at school.</p> <p>Parents were less positive that they are not informed what their children are learning throughout the year.</p> <p>CL agreed that staff need to keep the parents informed what events will be occurring or what will be posted on social media or the school website.</p> <p>RP added that it would be possibility to link the Facebook information to the school website which would encourage parents to view any events and photographs.</p> <p>The information will also be added to the newsletter with guidelines and a link to the events in school and curriculum.</p>	
19.	<p>Dates of next meetings, all to commence at 2pm.</p> <ul style="list-style-type: none"> ● 12th February 2025 ● 30th April 2025 ● 9th July 2025 	

The meeting ended at 3.30pm.