

FOREST MOOR SCHOOL

Meeting of the Full Governing Body held on Monday 14 March 2016 at 4.30 p.m.

MINUTES

Present: Philip Turnpenny – Chair; Jim Brosnan (JB); John Fort (JF); Jacqui Oversby (JO); Greg Richardson (GR); Jon Hosegood (JH); John O’Garra (JO’G); Louise Souter (LS); Marc Peart – Headteacher (MP); Andrew Coates (AC).

Also Present: Sarah Parker-Walton

In Attendance: Paul Bradley – NYCC Clerk to Governors

		Action
PART ‘A’ - PROCEDURAL		
1	Welcome The Chair welcomed everyone to the meeting.	
2	Apologies for absence Governors consented to the apologies for absence received from Sue Welch.	
3	Confidentiality No items on the agenda were deemed to be confidential.	
4	Declarations There were no declarations of any conflict of interest in respect of matters on the agenda.	
5	Presentation on ‘Thrive’ Sarah Parker-Walton gave a presentation on ‘Thrive’, an approach which aims to understand and address a young person’s emotional and social development. A copy of the handout is in the minute book. It was explained that group profiling has already taken place and work with individual pupils will start after Easter. Tailored action plans will be put in place for each pupil after an individual’s baseline skills have been assessed. The action plans will set out the strategies and specific activities which will be undertaken. The benefits of this approach for staff, pupils and parents are set out in the handout. Governors asked questions of the presenter and the Headteacher. <u>Question:</u> How big are the groups which have been screened so far? <u>Answer:</u> Tutor/year groups. <u>Question:</u> How do strategies work at a group level? <u>Answer:</u> Group screening has a limited effect but is still useful. Some activities, e.g. dealing with safety, can be dealt with in groups. Other issues are best dealt with on an individual basis where activities can be more focused. We want Thrive activities to become embedded in the curriculum. The timetable now includes Thrive as a discrete period.	

	<p>address outstanding issues will be drawn up.</p> <p><u>Page 3 – Standby generator</u> – The Headteacher reported that this was decommissioned in 2014 and is now beyond economic repair. The Headteacher expressed the view that a standby generator is not needed as the school already has emergency lighting and a server backup provision.</p> <p><u>Page 3 – Contingency Plan</u> – The Headteacher confirmed that a manual is being developed with the caretaker and that discussions have been held with Smart Solutions to provide someone to attend in the event of an emergency.</p> <p><u>Page 3 – Governor disqualification forms</u> – The Clerk has not yet checked whether all governors have signed the new forms but will do so before the next meeting.</p> <p><u>Page 3 – Student Voice</u> – Sarah Parker-Walton agreed to liaise with JO.</p> <p><u>Page 3 – Ofsted Monitoring Inspection Report</u> – The Headteacher confirmed that the report had been sent to parents and governors. A press release was issued and press coverage was mostly positive. The Clerk to Darley Parish Council has written to congratulate the school on its improvement. The SIC is monitoring the Ofsted recommendations and is content with the pace of implementation. The support meeting between the Headteacher and the Headteacher of a school in Grassington has been postponed until after Easter.</p> <p><u>Page 4 – Outcome of meeting with LA on pupil numbers</u> – It was confirmed that the Headteacher has notified governors of the outcome.</p> <p><u>Page 4 – MASS contract</u> – NYCC has confirmed that the school can adopt a ‘pick and mix’ approach to the use of the contract.</p> <p><u>Page 4 – Guard House</u> – It has been clarified that the Guard House does belong to the school. Contractors are mending the roof but a full structural survey is required. The Headteacher is not certain that the school actually needs the space in the building. The Headteacher agreed to clarify who is progressing this issue.</p> <p><u>Page 5 – School Development Plan</u> – The Headteacher confirmed that staff are now familiar with the SDP.</p> <p><u>Page 5 – Headteacher’s Performance Management Group</u> – A meeting is to be held later this week.</p> <p><u>Page 5 – Policies</u> – It was noted that the SIC has reviewed and approved the Complaints Policy. It was noted that the other outstanding policies are North Yorkshire model policies and that no changes are proposed.</p> <p>Resolved: that the Educational Visits, Health & Safety, Sex and Relationships Education and Whistleblowing Policies be approved.</p> <p><u>Page 6 – Governor training</u> – In the event, no governor were able to attend the last GSIN meeting. JH confirmed that he has tested one of the Modern Governor E-Training modules and found it quite useful. He encouraged all governors to have a look at the system.</p>	<p>Clerk</p> <p>Clerk</p> <p>Headteacher</p>
PART ‘B’ – SCHOOL IMPROVEMENT		
8	<p>LA Quality Assurance & Monitoring Support Group</p> <p>A meeting had been held on 7 March 2016. LA representatives asked the</p>	

	<p>SDP to be revised. Governors agreed that the document must be finalised soon as all the 'experts' appeared to have a different view as to what it should contain and how it should be set out. The Headteacher will be discussing possible amendments with Kathryn Bruce.</p> <p>Governors were encouraged to note that the LA indicated that they will continue to fund the school as at present in 2016-2017 and 2017-2018. However, the position will be reviewed in September 2016.</p>	Headteacher
9	<p>Headteacher's Report</p> <p>Governors considered the Headteacher's report which had been circulated in advance. The Chair went through the report section by section and invited governors to ask questions.</p> <p>Staffing – The Headteacher indicated that the LA has given approval for the appointment of two teachers for September 2016 – an English specialist and a Design & Technology Studies specialist. GR agreed to take part on the interview panel on Tuesday 24 May.</p> <p>Pupil numbers and admissions – The Headteacher explained that there are 23 pupils on roll at present. Following discussions with the LA, it is expected that there will be 38 pupils in 2016-2017 and that this number will rise to 58 over three years as the quality of education provided at the school develops. The Headteacher understands that the LA are trying to find placements for a large number of pupils who have been excluded from mainstream education but that senior LA officers accept that the quality of education must be right before the school can expand.</p> <p>Property – The issues mentioned in the report will be considered at the next meeting of the Resources Committee. Note was also taken of Sue Welch's Link Governor Visit report of 27 January 2016.</p>	Resources Committee
10	<p>Committee Reports</p> <p>School Improvement Committee - Governors considered the minutes of the meeting held on 22 February 2016. The Committee Chair explained that they had a useful presentation on BSquared. There is some concern that this will not be fully implemented until September. The Committee looked in detail at information about pupil progress but the Committee is concerned about how pupils will be assessed without the use of 'levels'. This is a particularly complex problem for schools with similar cohorts. The Committee Chair indicated that the Committee supports the use of 'Thrive' and BSquared but recognises that more work is needed to progress these initiatives in order that the 'gap' between attainment at this school and national expectations can be closed. The Headteacher explained that Ofsted still expects the attainment gap to be closed for all children at this school as specialist provision is offered and there are small class sizes. In the longer term the new timetable and initiatives should help to do this, but time is needed to embed them in the school.</p>	
11	<p>Health & Safety Report</p> <p>There were no issues to discuss. It was noted that JB would be meeting the NYCC Health & Safety Officer on 24 March 2016 to carry out an audit of health and safety policies, risk assessments and records.</p>	

12	Safeguarding issues This had been covered in the Headteacher's report.	
13	Governing Body business <ol style="list-style-type: none"> 1. Governor vacancies There was no further discussion. 2. Governor training and GSIN meetings It was noted that the clerk had sent out information about 'Prevent' training. All governors are encouraged to complete the on-line module. JB noted that he had attended the training in school which had been provided for staff. J Sedgwick will be asked to notify governors about how to access information on training opportunities. Governors were asked to advise J Sedgwick of any training undertaken and to give her a copy of the course certificate. 	
PART 'C' - OTHER		
14	Correspondence The Chair reported that he had received a letter from the school informing him about four exclusions ranging from 1 – 4 days in respect of assaults on staff and pupils and damage to property.	
15	Any other business There was no other business.	
16	To note the date of the next meeting It was noted that the next meeting of the Full Governing Body will be held on Monday 9 May 2016 at 4.30 p.m.	

Chair:

Date: