

Shap C of E School

Full Governing Body Meeting Minutes

Wednesday 19 October

at 6.30pm

Face to Face

1. Opening Prayer

The meeting opened at 18.31 with a prayer led by Fran Parkinson

2. Attendance

Julie Graham, Katie Chappell, Fran Parkinson, Pauline Harron, Val Sowerby, Becky Grace, Rib Williams, Sarah Bruce, Vicki Capstick

Fran Parkinson was welcomed to the Governing Board by the Governors Present.

Present:

Siobhan Beck (Clerk)

3. Apologies for Absence

Simon Bullock, Steve Gee

4. Declaration of Interests

There were no declarations of interest.

5. Approval of the minutes of the last meeting 25 May 2022

The minutes were approved by the Governors present

6. Matters arising from 25 May 2022

Feedback to Diocese following SIAMS

KC reported that she has provided feedback to diocese about the SIAMS for them to feedback to SIAMS

Shap Today Advert for Governor Vacancies

Clerk reported that this was in hand, the advert will go out in the first issue of 2023, Clerk to liaise with KC over the wording. **Action: Clerk**



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7. Headteacher Report

The report was circulated as a paper prior to the meeting. KC asked if there any questions on the report and highlighted and updated the following:

SEND school led tutoring is continuing, 60% of the funding has come through the school is committing to the other 40%

Development of Phonics, the new scheme has been implemented, it has been monitored on the day of the meeting by HJ to see how it is working. VC mentioned that it is very easy to follow, VS commented that her children are really enjoying and it feels more of a game than learning. VC talked through the benefits of this new scheme to help the children learn. VS asked if the new reading books are part of the same scheme, and further commented that they are really good. KC confirmed that they are, HJ got a grant for this scheme there are some funds left, introducing for KS2 is being considered now.

Priority 2 on the SDP, a team is being developed who will work together to work out what the needs for the space and how they can be met. FP highlighted where this could link into the SIAMS report and where the school needs to be improved. KC asked if FP could come on board as part of that team.

End of year data, informs SEND intervention and the more able provision.

Attendance and punctuality, letters are now being sent to parents, KC to circulate to check the tone. **Action: KC.** There are concerns that the same children are taking holidays in term time and how to that culture can be changed. A week off school can mean a lot of catching up, routines can change, the other children have moved on. JG commented that it is about raising awareness. The letters are a requirement and the school has to send them. Parents are responsible for their children's education.

Enrichment music has gone down well, KS2 have loved the brass instruments they have been performing together, English work with the poet from the BBC, Gavin Cross storyteller, Sally Parkin science looking at microbes, Maths, AG worked with children to have a magical maths day, with all the children across the other three classes. Helvellyn children helped with the planning with this to help the younger children in the school. KC talked about the school possibly working with Highlights Touring Scheme she has asked what is on offer so can it can be tied into planning; it costs £100 a year and includes music and dance the latter which can be paid for from Sports Funding.

Buildings – asbestos is being sorted at half term costs are higher than expected it will use all of the Devolved Formula Capital, DFC, Resources committee agreed to pay 10% plus an extra £1000 from Governors.

Boiler is up and running, pumps will be sorted after the asbestos work has been completed. Looking at the most efficient times to have heating on to save heating costs. RW asked if the school is getting a government grant towards bill, KC confirmed that that would not be happening.

RW asked if it feels like your school now. KC responded that it does and she is very happy in her new office.

SCA bid went through, new revised simplified bid, holding area for visitors, office space current office will become Kidsty Pike toilets. May not get funding for toilet part hoping to get the holding area bit awarded.

KC went through the situation with school meals following recent rises in fixed term prices, and the impact that is having on the school finances. The school is currently paid £2.41 for free school meals, but Orion are charging £2.92, the 50p a day difference is subsidised by the school. KC went through the three options another provider, taking in house which is probably the direction the school will take, or buying in cooked from somewhere else, transporting at temperature is an issue for this option. KC and JH to go and look at Orton School to see how they do it in-house. Westmorland Services has offered support to get things up and running. Need to hand notice for current contract at the end of January 2023.



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Residentials Y3/4 VC reported that the two nights at Kingswood went really well, children enjoyed it gave them a challenge and helped with independence. Next year a school camp is being proposed, pool party, cook on camp fires and sleep in a tent, to keep costs low.

Y5/6 Edinburgh was really good, eating out was a really good experience. KC proposed that this age group do a city break one year and an outdoor education/water based outdoor education on Isle of Man the following year. This would mean that children would get to do both.

The Swimming Pool committee are fundraising to pay for the school swimming lessons, the money that would have been used to pay for this, will now be used to subsidise the Y5/6 Isle of Man trip.

Staff Development Cluster working is going well.

Jill Borden has secured another grant, for EYFS new equipment.

Fran asked what some of the acronyms were in the document. KC explained what each of them were.

Safeguarding

JG highlighted a change in the Domestic law that children are now a victim in their own right.

KC informed the Governors about Operation Encompass and what it is. C-Poms is now operational, KC explained what it is and how it operates within the school. RW asked if they used it for attendance and if it is on there it gives you the bigger picture, using Scholar Park at the moment. It is automatically on there. C-Poms being well used by the teachers for reporting issues. KC went through the recent reports on C-Poms.

8. Church School Matters (including SIAMS update)

Steven Tudway has been appointed as the incumbent.

RE and Collective worship plan is on the bottom of the SDP as part of the priorities.

KC mentioned some online training, An introduction to spiritual development and how to plan for it across the curriculum. KC to check how you need to sign up to see if Governors need to do individually or whether it has to be completed as a school. **Action: KC**

Schools White Paper, opportunity for all, summary in the papers for this meeting. KC talked through the paper and the elements that effect the school.

9. Budget Report

KC provided a paper before the meeting for the Governors to read. There has been no extra provision for Pay awards, energy prices have gone up, rises in catering costs. The advice from LA is to switch lights off and get rid of fixed term contracts. It is now permitted to submit a deficit budget. The school is still in surplus 22-23.

JG asked about the extra time for HT responsibilities as there is now more teaching time for KC. BG asked about toileting plan. JG commented about the budget being so healthy that still in surplus, this is not mis management VS commented that Shap School is not the only one. Got to be in surplus this year. BG asked about closing for strikes, all teachers have been balloted KC responded that it depends on the individual.

FP asked about the delegation of duties to an assistant head as there is no one in post KC responded that she has been looking at upper pay scale teachers and what the team of four who are at that scale could take on. This would enable



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staff development. BG asked who is in charge when KC is not in school, KC responded VC or AT depending who is in. Carla Weild at Lowther is also available to help and support too. FP asked about grants to offer warm spaces, and whether the school could apply to help with the heating bills could the schools. KC mentioned about grants that the school could apply to for extra financial help.

The Governors present approved the Budget.

10. Policies

All of the following documents and policies were circulated as papers prior to the meeting.

Child Protection

Contractors in School

Whistleblowing

Teachers Pay

Complaints Procedure

Procedure for Managing Serial and Unreasonable Communication

Admissions

Terms of Reference

Code Of Conduct

All the above were agreed by the Governors present

Register of Business Interests

There are still a few Governors to complete Clerk to chase.

Action: Clerk

Governor Attendance

This was for information; it has already been published on the School website

11. Committees

The minutes for recent Committee meetings were circulated as papers before the meeting.

Educational Standards 27 September 2022

Established the Link Governor roles, JG went through them all at the meeting. Sorted out forms. KC took it to the staff meeting and came up with a few things about the Link Governor meetings and what the staff want to get out of that meeting.



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Resources 4 October 2022

Co-chaired committee. One chair for Finance and one for Premises/Building.

12. Recruitment and Staffing

Governor Vacancies

The current vacancies on the Board were discussed, these are currently for a PCC and a Co-opted Governor. It was agreed that a skills audit should be sent out for all Governors to complete to identify what skills are currently missing from the board. KC to approach a family and BG to approach a suitable person **Action: Clerk**

13. Governor Training

Issues were reported with registering for the online Safeguarding training, FP reported that if you email you will get help to sort.

All governors are reminded of the NGA e-learning training, if you need help accessing then please contact Clerk.

14. Correspondence

There was no Correspondence to report

15. AOB

Abbie Gorst has been appointed as a Y5/6 teacher

RW reminded about Governor of the Week in the Newsletter

16. Date of Next Meetings

Wednesday 15 March 2023 at 6.30pm

Wednesday 24 May 2023 at 6.30pm



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