

## THE GOVERNING BODY OF HOPTON PRIMARY SCHOOL

Minutes of the meeting of the Governing Body held at 7.15pm at school on, Tuesday 16 May 2023

**PRESENT**

Mr A M Blakeley, Mrs L Stubbs, Mrs K Bates, Mrs H Edwards, Mrs B Hornby, Mrs N Daly, Mrs I Parveen, Mrs S Renderand Mrs McCabe.

In Attendance

Judy Clavin (Minute Clerk)

Mr R Bairstow (Observer)

1 APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs T Grooby (Chair), Mr Pelan and Mr Mc Donald (all with consent).

The Head Teacher chaired the meeting in the absence of the Chair and the Deputy Chair.

There were no declarations of interest.

2 NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

There were no items for discussion under Any other Business.

Mrs Grooby previously asked that any items to be included should be notified before the meeting so that the required discussion time could be considered.

3 REPRESENTATION3.1 Appointment

<i>Name</i>	<i>Category</i>	<i>With Effect From</i>
Barbara Hornby	LA	11/05/2023

3.2 Appointment of a Co-Opted Governor

Mrs McCabe was awaiting contact from the LA to complete her appointment.

**NOTE TO LA:** PLEASE CONTACT MRS MCCABE TO DISCUSS AS SHE HAS NOT BEEN CONTACTED.

**RESOLVED:** It was unanimously agreed by the Governors to appoint Mrs Hornby and Mrs McCabe for a period of 4 years.

4 MINUTES OF THE MEETING HELD ON 28th MARCH 2023

**RESOLVED:** That the minutes of the meeting held on 28 March 2023 be approved and agreed by the Governing Body.

## 5 MATTERS ARISING

Mr McDonald was not at the meeting to clarify the point he raised regarding his training course.

## 6 KLP VISIT

Deferred to the next meeting.

## 7 REPORTS FROM COMMITTEES

The minutes from each committee meeting had been added to Google drive for viewing prior to this meeting.

The Budget was the main area of discussion and the implications of how it would impact different areas of school. This included how Puma and PIRA had been important for development.

Behavior Policy was being reviewed.

Behavior policy would have an extra negative – removing children from class if they were disrupting learning or safety was endangered. This was to improve learning for the remaining pupils.

Positive behavior would be encouraged and rewarded with low-cost rewards such as a film show at school (other ideas were requested).

A letter would be sent to parents to explain values in school and ask for their support within school to encourage good behavior and reaffirm the school values. It was only a small number of children that were causing disruption.

### **Q: Could parents be brought in to supervise their child's disruptive behavior at lunchtimes ?**

A: The Head Teacher said that it was difficult to get parents involved when they worked but any ideas were welcome.

Disruption in class was discussed and how this was handled and how to support disruptive children further, so class was improved for those that wanted to learn.

## 8 HEAD TEACHERS REPORT /SCHOOL DEVELOPMENT REPORT AND GOVERNORS QUESTIONS

The Head Teacher spoke to his report which was circulated prior to the meeting and highlighted the following items answering the questions raised by the Governors.

The report was on google drive.

### Budget

The Head Teacher said that he wanted the Governors to agree the budget at this meeting - the Head Teacher had already met with the LA to discuss funds further so these were the final figures, and the discussion was covered the areas the money was planned for. He went through the spreadsheet in detail.

There was £120K carried forward and £90K was used in this budget. There would be no reduction in staffing. The flexible nursery plan has increased numbers so that was positive. EHC - £150K had been spent yet only £60K was received. Staffing costs were very high. Teachers were very loyal which was good however as they reach the top of the banding costs increase.

**Q: Does the LA give advice if school had higher costs than average.**

A: They can provide what the average costs are but not advice.

**Q: Has the school considered gaining sponsorship for items school required such as books?**

A: In the past we have requested funds from charities before and have been successful gaining 3 laptops but not for library funds.

**Q: What if we created a wish list asking for contributions towards the items on the list.**

A: Anything could be tried but I am conscious that school is asking the same people every time.

Savings were being made on energy by reducing the time heating and lights were on.

**RESOLVED:** The Governors unanimously approved the budget

**Q: Is there anything Governors can do to make sure that school and the Head Teacher continue to be at their best.**

A: A select group will be set up to gain sponsorship for items school needs.

**ACTION:** Mr Swinnow and Mrs Render to do this.

There were no other questions raised from the report.

## 9 SAFEGUARDING

The report was due to be added to Google drive - there were no additional questions from Governors to record.

### a) Wellbeing

School had signed up to an educational support tool for staff to access. This was confidential and covered personal and financial support.

More items for the wellbeing tree were needed.

### b) SEN

The report was added to Google drive for governors reference. Brief feedback was provided:

- Two children were possibly coming to school.
- Three had not got an EHC in place and were awaiting assessments however, there was not any funding in place for them.

Support staff would be allocated to SEND children.

Changes to process in September would happen and all children with SEND would have APRC and this should be more efficient.

10 POLICIES FOR REVIEW BY FULL GOVERNING BODY

There were no policies to review.

11 GOVERNOR TRAINING AND GOVERNOR VISITS

Mrs McCabe attended school as a Police Officer and had spoken to the children.

Mrs Hornby attended school for 4 days.

Mr Swinnow attended school assembly and had spoken to the children about his work as a dentist.

**ACTION:** Mrs Render to going to book half a day in school.

12 REGISTER OF BUSINESS INTEREST

All Governors were asked to complete this.

13 ANY OTHER BUSINESS

There was no other business.

A Governor asked about the cost of the trip to Derwent Water as the cost was now. £485 which was quite an increase.

**Q: Could the trip be for less days to reduce the cost to parents?**

A: The Head Teacher said that it was a trip that had taken place for many years and that the increase in cost wasn't known until recently but the more children that went reduced the cost. Reducing the number of days would not have a big impact on reducing the cost.

DATES OF NEXT MEETINGS

**RESOLVED:** That the next meetings of the Governing Body be held at 7.15pm at the school on:

Tuesday 11th July 2023

15 AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

**RESOLVED:** That nothing be excluded from the copy made available at school in accordance with the freedom of information Act