

**Rossett Acre Academy RKL
Meeting of the Governing Body
on Monday 19 June 2017: 6.30pm at the School**

Present: Ian Foy (Chair), Corrine Penhale (Head), Jonathan Davis, Janet Hickman, Margaret Howard, Liz Matykiewicz, Cat Salisbury, Louise Street.

In Attendance: Jo Mingam (Art); Tim Marshall (Music); Jackie Matthews (PSHCE) – **First item only**, Sharon Day (SBM), Louise Sagar, Financial Accountant, Red Kite – **First 8 items**, Michelle Haigh (incoming Staff governor) and Susan King (Clerk)

- a. Ensuring clarity of vision, ethos and strategic direction;
 - b. Holding the headteacher to account for the educational performance of the school and its pupils;
 - c. Overseeing the financial performance of the school and making sure its money is well spent.
- Agreed by Governors

Item No	Minutes	Action
1.	<p>Subject Presentations</p> <p>Art: Jo Mingam presented on Art in the school and the following main points were noted.</p> <ul style="list-style-type: none"> • The importance of Art in the curriculum seems to have been downplayed recently. However, at Rossett Acre there is a brilliant team who push it with passion and enthusiasm in all areas through the Creative Curriculum and teach it well. • Art objectives have been slimmed down across the curriculum for clarity and focus. • Assessment of art is being undertaken, particularly through drawing – books were circulated showing children’s drawing which will, after time, show the progress being made. The children had both rough and neat sketch books. • Q: What is the evidence to show the passion and enthusiasm for Art in the school? A: A walk around the school will show you the amount and range of art produced and talking to staff and children alike corroborates this. • The Display policy had been updated to allow for fewer changes of displays and for displays which were broader and more balanced across the curriculum. There is a termly walk-round to ensure everything in the curriculum was covered. This walk-round is also inspiring for further work. • Q: Does Art in school link to the Genius Hour; is there a Genius Hour display? A: No display but Art is incorporated into some of the children’s projects; it depends on how the children choose to display their work. • It would be good to get parents in school more to be able to see all the art displayed. Hopefully, it would be possible to put some on the website in future. It was mentioned that the recent Parent Open Day sessions and Museums had showcased Art to parents. <p>Music: Tim Marshall presented on Music in school and the following main points were noted.</p> <ul style="list-style-type: none"> • Slides from the music staff meeting were received for information. • The challenge is to encourage staff to embrace teaching of music which 	

	<p>many find difficult.</p> <ul style="list-style-type: none"> • A new resource, Charanga, had been subscribed to which is easy to use and creates lessons from for non-musical staff. It even teaches notation for KS2. • Q: Do you feel you have enough access to a range of instruments? A: Yes – 15 xylophones, lots of percussion, a good number of recorders and some guitars. We’re hoping to access a grant of £800 for further purchases. • Peripatetic teachers come into school to teach a range of instruments: violin, trumpet, guitar, keyboard for Y3/4 upwards. This is paid for by parents. • Q: Is this availability well promoted? A: Yes, by letter to parents and to the children of Y3/4 and up. Emphasis lower down the school is on enjoyment. • Monitoring of Music within school will inform us how to go forward with it. The recent monitoring confirmed that children enjoy music and that some teachers are a little fearful of teaching it – though Charanga is making this easier. The monitoring next year will show any progress. <p>PSHCE (Personal, Social, Health, Citizenship, Economic): Jackie Matthews presented on PSHCE and the following main points noted.</p> <ul style="list-style-type: none"> • PSHCE is more developed within school now. A main focus is to monitor and ensure that PSHCE is evident in the displays in classes and around school. • Themes include Finance and Savings and E-Safety – generally preparing children for modern-day living. • Q: Is Check-in/Check-out part of this area? A: Yes, it’s quite restorative. (Every child will say both at the start of the day and the end of the day what is important to them at that time – making each child feel valued). • Q: Are teaching objectives assigned appropriately in terms of age and maturity? A: Monitoring shows yes and takes into account any individual circumstances/issues. • Q: Are there any gaps in provision? A: Monitoring shows that this area is not given enough time – this conclusion needs analysis in that, is that right or is it that some teaching not overtly recognised as PSHCE? • Resources need updating as they’re very outdated. One updated resource has found to give teachers more confidence in teaching in this area. • Q: How has the school coped with children during all the recent events? A: Each such event requires unique and dynamic decisions on the approach to it. This is taken by the whole school. There has been no fallout with parents on our decisions. We also have guidance from NYCC with how to deal with the issues. Each child’s response is unique. A minute’s silence was requested by children and found to be helpful for them. <p>Subject Leaders left the meeting.</p>	
2.	<p>Welcome and apologies Welcome was made to Michelle Haigh who would be the Staff Governor from September 2017. Apologies were accepted from: Dave Betts, John Riggs and Justine Weaver.</p>	
3.	<p>Declarations of interest None raised</p>	

4.	<p>Confidentiality Two items were identified and would be minuted separately.</p>	
5.	<p>Urgent business: None raised</p>	
6.	<p>Minutes of the meeting on 24 April 2017 Approved and signed</p>	
7.	<p>Finance (HTR) Sharon Day presented the Start Budget and outlined the issues being dealt with. The following main points were noted.</p> <ul style="list-style-type: none"> • Following identified, unsustainable deficit forecasts for future years, the budget had been updated to reflect reviewed staffing and SEN funding. • A redistribution of duties for the Deputy Head and SENCO had been decided to use staff we have currently to cover those that are leaving rather than replacing. An HLTA would be employed to cover PPA and there would be some reduction to GTA SEN. • Future income is also severely affected by the reduction of intake numbers (44 rather than the usual 60). The school would actively seek to mitigate this by attracting pupils to the school by promoting our soon-to-be-constructed EYFS unit and its facilities. • Staffing would be kept under review in the light of economies that may be possible through the school's working relationships within Red Kite. • All schools within the trust have similar problems with their budgets. Staffing, as the biggest expenditure, has the biggest impact on budgets. • Q: Does the CEO expect a softening of government attitudes towards funding in the near future? A: Not really; the trust still expects tightening of funding. • There may be some relief from the impact of the 'sugar tax' and savings from free school meals for all KS1 as this provision ends. • It was agreed to accept the Start Budget. <p>Louise Sagar reported on the new Trust Finance System. At the moment she was modelling roles to test out the economies of scale. It was hoped that this work would be finished by the end of the summer term in time for the system to be up and running with actuals by the start of the autumn term.</p> <p>Next action minuted confidentially</p>	
8.	<p>Matters arising from the previous minutes not covered elsewhere Astroturf Project: Sharon Day reported that the school could use the astroturf at the Grammar school. This would not solve the problem for everyday play however. RKLTL would support the school's astroturf project but did not wish the school to incur a loan. Discussion took place regarding financing the project and It was agreed that the school could not afford astroturf and that expecting the PTA to raise £12k annually was unrealistic. It was acknowledged that the £12k raised this year by the 3 Peaks Challenge could not be expected every year and should be put towards what was expected by the parents who sponsored it. It was agreed that a cheaper alternative be sought and our options reviewed as soon as possible and communicated to parents.</p> <p>Rossett High security fencing plans: Sharon Day reported that the plans had changed so that only one side would be fenced now and the parking upgraded.</p> <p>Parent Survey (LSt/DB): Ongoing</p> <p>Skills required for new co-opted governor (Chair): Ongoing</p>	<p>Action Head</p> <p>Action LSt/DB</p>

	<p>Writing interviews (DB): These were now completed and the report would be circulated once the Clerk had received it.</p> <p>LS and the SBM left the meeting.</p>	<p>Action Chair Action Clerk/ DB</p>
9.	<p>Head Teacher’s Report</p> <p>The Head Teacher’s Report had been circulated prior to the meeting. The Head talked through the rest of the report and the following main points noted.</p> <ul style="list-style-type: none"> • The SATs had taken place. Some paid invigilators were used and some unpaid volunteers were available for this. • Moderators were in school for Year 2 and had agreed with all our judgements. Moderation also looked at ‘greater depth’. Congratulations and thanks were expressed to the Year 2 staff on their hard work. • A Peer Review is due to take place on 28 June. Judgements will be checked. • Phonics screening in Year 1 has taken place with pleasing results. • EY data has been collated ready for submission to the LA. • Q: Will the new EYFS Leader have input into the new EYFS building? A: Yes, she has contributed and has submitted a ‘wishlist’. It is hoped that we will have sight of the plans soon. The Head would be looking also at the lessons learned from another such building in the area (Pannal Primary) • Work has started to refurbish the toilets. • The Health and Safety policy and Annual Check inspection has expired. Facilities Management has been requested to carry out the checks. Concern was expressed over fire system and faulty smoke detector – Governors felt that if this is was not forthcoming in the near future then the school will pay for an external body to carry out the work and charge this back to the trust. Governors agreed that this is a priority especially as a faulty smoke detector had been removed and had not yet been reinstalled. There was also an urgent need for a customised emergency evacuation and lockdown policy. The Trust will be approached to support with this. • SDP: Leadership 360° surveys have been sourced from HR; governor newsletters need to commence; Writing interviews carried out and a report produced. Blogging and tweeting not achieved yet – this is due to internet access issues. Awaiting a response from Grammar re AMA writing enrichment. • Plans are being discussed for moving a class to the children’s centre when the temporary classrooms are demolished until the new EYFS building is finished. Safeguarding issues will be considered. • The school team of debaters did very well at the recent County finals. • The 3 Peaks Challenge raised £12,000. The weather was very wet making it an amazing achievement. 	
10.	<p>MAT Update</p> <p>The trust continues to get bigger with another Harrogate Primary joining in August and other Secondaries coming along later. The Trust is looking to employ part-time Group Primary and Group Secondary Advisors.</p>	

11.	<p>School Council and PTA fundraising</p> <p>The Head reported on behalf of Justine Weaver and the following was noted:</p> <ul style="list-style-type: none"> • Meetings continue to be poorly attended with several School Council Reps resigning. • Three discos held at the end of May raised approximately £450. • £200 provided to buy Charanga music scheme. • Reps have been asked to consult classes regarding how to spend £500 of Council funds. Suggestions so far include: clearing out the nature reserve area; concrete pathways to reading pods so that they can be used in bad weather; purchase of a school pet. • We're looking at alternative ways to recruit and keeping Reps. Q: Would it be better to recruit on a termly rather than annual basis? A: This is certainly worth considering. We also need to look at ways of making it less of a popularity contest. 	
12.	<p>Risk Register</p> <p>The updated Risk Register had been received prior to the meeting. As agreed at the last meeting, Risk F5 had been added and also updated. The rest of the risks had been reviewed with no further changes.</p>	
13.	<p>Policies</p> <ul style="list-style-type: none"> • Three policies had been received: Art and Design, Display and Learning Environment and School Meals. • The Head explained that with the School Meals policy there was a need to reduce the time spent chasing debt as this was a drain on admin time. Therefore, it was proposed that parents would be asked to pay for school meals half-termly. Any issues would be dealt with sensitively and on an individual basis. • Q: Has the issue raised re portion sizes been addressed? A: This has been investigated and it was thought that the issue is around children not choosing to have extra vegetables. • It was agreed that research should be carried out into what other schools charge for school dinners. • It was agreed to approve all three policies 	
14.	<p>Governor training</p> <p>A couple of governors would be requested to complete their Prevent and Trust Safeguarding and Child Protection training – or submit their completion certificates to Chris May in the office.</p>	Action Clerk
15.	<p>To note any governor correspondence received</p> <p>None received.</p>	
16.	<p>Date for next meeting</p> <p>Monday 18 September 2017 at 6.30pm in the school</p>	
	<p>The meeting finished at 8.30pm.</p>	
	<p>Signed:</p> <p>Dated:</p>	