

MINUTES OF THE VIRTUAL MEETING OF THE GOVERNING BODY
OF RAWMARSH RYECROFT INFANTS SCHOOL HELD ON
THURSDAY 1st OCTOBER 2020 AT 5.15PM

This meeting was held remotely via the Zoom application.

GOVERNORS PRESENT ONLINE:

Mr C Oxe (Chair), Mrs C Smyth (Head), Mrs K Blythe (Deputy Head), Mrs J Tate, Mr S Holmes.

Also attending: Miss N Davies (Clerk).

1. APOLOGIES FOR ABSENCE

Mr S Jones, Father A Parkinson, Mr Quhill and Mr M Wagstaff – Apologies were accepted. (Mr Quhill discussed the key points of this meeting via telephone with Mrs Smyth prior to the virtual meeting)

Mr Jones and Father Parkinson are unable to access Zoom, however they are in contact via telephone, are provided with necessary documentation and give verbal approval where required.

2. BUDGET UPDATE

Governors had been provided with a copy of the revised budget document and summary report prior to the meeting for consideration.

During the meeting, Governors discussed the carry forward amount and Mr Oxe made a suggestion about upgrading lighting in school. Mrs Smyth advised Governors that there was a project planned in Foundation Stage to refresh the outside areas and there is currently an issue in the toilet area of one of the outside classrooms. The floor behind the toilets was unstable and had been reported to the Buildings Manager. Pupils had been transferred to another location while this was investigated. The classroom is deemed safe for children to use however the toilet area is not currently in use. Mrs Smyth advised that although RMBC were providing £5000 towards costs of this repair, there was still uncertainty at how much this repair will amount to until the work begins. Work is due to begin on Monday 12th October 2020.

Governor Questions:

SH: Does the budget include the Catch Up Premium Funding. CS confirmed this is separate funding with a separate plan.

Governors were in agreement that the Budget be approved.

3. HEADSHIP FROM JANUARY 2021

Mrs Smyth informed Governors that she has been in contact with the Local Authority and confirmed that it is the role of Governors to make a decision about how the Headship situation should proceed when Mrs Smyth retires at the end of the Autumn Term.

Signed..... Date:.....

Mr C Oxe (Chair of Governors)

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Governors discussed this matter and were in agreement that Mrs Blythe should take on the role of Acting Headteacher from January 2021 until the end of the Summer Term in July 2021. Governors discussed and agreed that this decision was the best way forward as Mrs Blythe is already involved in lots of areas of the role and is known well by parents which would ensure continuity for the school and pupils. Mrs Smyth had discussed this with Mr Quhill and Father Parkinson who were not present at the virtual meeting however were in agreement with Mrs Blythe assuming the Acting Headteacher role. Mrs Smyth also confirmed that the local authority were happy to support school when the headteacher recruitment process resumes.

Mrs Blythe currently teaches 3 days per week therefore Governors discussed and agreed that School should immediately advertise for a full time teaching post for in the first instance 2 terms starting January 2021. This would be a temporary role as two staff members currently on Maternity Leave are due to return in July 2021.

4. ANY OTHER BUSINESS

Parent Governor Election:

Mrs Smyth informed Governors that the Parent Governor Election had been completed. The voting results showed 2 clear outcomes (Mrs Abbott 35.7% of votes and Mrs Paisley 32.1% of votes) and therefore 2 new parent governors had been successfully elected. Governors were in agreement that they be contacted and invited to the Autumn Term virtual meeting on Thursday 15th October. Governors also agreed that a letter of thanks be sent to the 2 unsuccessful candidates.

ND has contacted all candidates to confirm the results. Letters of thanks were sent to the unsuccessful candidates.

Health and Safety Walkthrough Meeting (17th Sep 2020)

Mrs Smyth and Mr Ozer confirmed the Health and Safety Walkthrough had been completed. Any issues highlighted are now a priority in school. The Fire Extinguishers have since been serviced on Friday 2nd October 2020.

Meeting Minutes:

A number of Governors had already emailed their approval of minutes to N Davies however at the meeting Governors agreed and approved the Meeting Minutes for Thursday 3rd September and Thursday 17th September 2020.

5. FUTURE MEETINGS

Future Meetings have been planned as follows:

Thursday 15th October 2020 – 5.15pm (Autumn Term)

Thursday 4th March 2021 – 5.15pm (Spring Term)

Thursday 1st July 2021 – 5.15pm (Summer Term)

Signed.....

Date:.....

Mr C Ozer (Chair of Governors)

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