

MINUTES OF THE VIRTUAL MEETING OF THE GOVERNING BOARD
OF RAWMARSH RYECROFT INFANT SCHOOL HELD VIA ZOOM ON
THURSDAY 6th MAY 2021 AT 5.15PM

PRESENT:

Mr C Oxe (Chair), Mr N Quhill (Vice Chair), Mrs K Blythe (Acting Head), Mr M Wagstaff, Mrs J Tate, Miss K Paisley, Mr S Holmes (Mrs J Abbott attended for the latter part of the meeting)

Also attending: Mrs G Marson (Business Manager), Miss N Davies (Clerk).

1. APOLOGIES FOR ABSENCE

Father Parkinson is unable to access Zoom, however he is in contact via telephone, is provided with necessary documentation and gives verbal approval where required.

Apologies were received and accepted.

2 DECLARATION OF INTERESTS

There were no declarations of interest in relation to any item on the agenda.

3 BUDGET SETTING

Mrs Marson shared her screen to present Governors with the 3 Year Financial Budget Plan. She talked Governors through each section of the report and the following key points were discussed in further detail:

Staffing

Mrs Blythe and Mrs Marson confirmed that the two members of staff currently on maternity leave had confirmed that they would return on 5th July 2021 on their previous days and working hours.

Mrs Blythe confirmed that the advert had now gone live for the Deputy Headteacher post. This post will include a teaching aspect and also the role of SENDCo which is currently temporarily being covered by Mrs Smyth.

There are currently three members of teaching staff on temporary contracts. Mrs Blythe and Mrs Marson proposed to maintain one of the three temporary staff for 1 year to cover gaps when the Deputy Head is performing SENDCo duties.

Signed.....

Date.....

Mr C Oxe (Chair of Governors)

Pupils

Mrs Blythe confirmed that 50 new starter first choice places had been confirmed for September 2021 and anticipated a further 2 places. School are in the process of contacting Nurseries to visit children and identify any additional needs. There are already an expected 5 (potentially 6) children in school next year with EHCP's.

Mrs Marson confirmed that school would be pushing for eligible parents/carers to apply for Pupil Premium/Free School Meals from September 2021.

Foundation Stage – Outside Refurbishment

Mrs Blythe and Mrs Marson discussed the plan to invest in the Foundation Stage Outdoor Play Area. This area is very tired and has already been repaired a number of times. A number of quotations had been received with the highest coming in at £29K. Mrs Blythe was very pleased with the design and the variety of materials that would be used. Mrs Marson confirmed that Miss Moxon was in the process of producing a bid for 'Awards For All' which if successful would contribute to the total amount along with funds from Devolved, Sports Premium Funding and also Pupil Premium Funding.

Carry Forward

Overall, there is a healthy carry forward of approximately £60K expected for the next three years.

Governors then discussed areas of school which would possibly benefit from investment of extra funds such as:

Read, Write Inc Resources/Books - to support any regress in reading due to lockdown.

ICT - Mrs Marson explained that a new server was required and upgrades to WIFI were being looked into by the IT provider due to ongoing issues with WIFI in school. School were also looking at how to best utilise the laptops donated to school during lockdown and were looking at investing funds to top these up to make a full class set.

Additional Member of Teaching Staff as discussed earlier in the meeting to cover gaps when the Deputy Head is performing SENDCo duties.

Governors agreed the budget setting report had been carefully planned and were happy to approve the plan and support school with the aforementioned projects.

4. ANY OTHER BUSINESS

Mrs Blythe - Appointed as Headteacher

Mr Wagstaff and Governors were pleased to congratulate Mrs Blythe and wished her well in her new Headteacher role.

Signed.....

Date.....

Mr C Oxer (Chair of Governors)

SEN Update Report

Mrs Tate in her role as SEN Governor had been in contact with Mrs Smyth (SENDCo) to give the following SEN update:

- There are currently 56 pupils on the SEN register and 5 children with EHCP's.
- School buy into services such as the Autism Communication Team, Speech & Language Services, Hearing Impairment Team, Visual Impairment Team and the Educational Psychologist.
- Transition has been arranged for the two pupils in Year 2 who have EHCP's. (one child is going to special school and the other child to Rosehill).
- There are both electronic and manual systems in place and GDPR is adhered to.

Mrs Smyth also thanked Miss Davies for her administrative support with SEN.

Resignation by Mr Quhill.

Mr Quhill had recently informed Governors of his plans to resign as vice chair due to relocating. During this meeting, Mr Quhill confirmed that this meeting would be his final meeting.

Governors thanks Mr Quhill for his time and support as both Parent Governor and Vice Chair and wished him and his family all the best for the future.

Action – ND to write letter of thanks to Mr Quhill – Completed.

Governors to discuss the vacancy of vice chair during the next Governing Board Meeting.

Deputy HeadTeacher Vacancy

Mrs Blythe confirmed that the closing date for the Deputy Headteacher post was noon on Monday 10th May. Pam Ward of the Local Authority had again offered to provide her support during the recruitment process. Shortlisting was planned for week ending 14th May, and interviews for week ending 21st May.

Governors discussed and agreed that members of the recruitment panel would be: Mrs Blythe, Mr Oxer and Mr Wagstaff, supported by Mrs Ward.

5. GOVERNING BODY MINUTES

Prior to the meeting, Governors had been provided with minutes to review for the virtual meetings held on Thursday 18th March and 15th April 2021.

Governors were in agreement that the minutes be approved.

Signed.....

Date.....

Mr C Oxer (Chair of Governors)

6. FUTURE MEETINGS

Thursday 1st July 2021 at 5:15pm (Summer Term Meeting)

Signed.....

Mr C Oxe (Chair of Governors)

Date.....