

BEECROFT PRIMARY SCHOOL FULL GOVERNING BOARD MEETING

Minutes of the meeting held in school on Wednesday 19 June 2024 at 3.00pm.

PRESENT: Pat Gradys (Chair) June Turner (Headteacher)
Steven Campbell John Liversedge
Joanne Hazelgrave Sue Rushton
Farahnaz Hussain Bobby Sharma
Sarah Lord

IN ATTENDANCE: Amanda Jahdi - Clerk, Governor Support Service
Nicola Brown - Deputy Headteacher
Emma Stuart – Foundation Stage Leader

| | | ACTION |
|-------------|---|--------------------|
| 1.00 | APOLOGIES | |
| 1.01 | Apologies for absence were received and accepted from Steve Harris and Qari Qasim | |
| 2.00 | MEMBERSHIP MATTERS | |
| 2.01 | It was noted that Steve Harris' term of office will end on 1 September. Governors agreed that S Harris should continue as Local Authority representative on the governing board for a further four years. The Clerk agreed to contact the Local Authority for confirmation. | Clerk |
| 2.02 | Stephen Campbell's term of office as staff governor ends on 11 October 2024. The Headteacher agreed to conduct a staff election. | Headteacher |
| 3.00 | DECLARATION OF INTERESTS | |
| 3.01 | There were no new declarations of interest. | |
| 4.00 | QUESTIONS ABOUT THE HEADTEACHER'S REPORT | |
| | The Headteacher's report had been circulated prior to the meeting and the following points were highlighted. | |
| 4.01 | Beecroft remains a popular school. Reception is full for September 2024 with 24 children on the waiting list. There were 65 first choices for 45 places. | |
| 4.02 | The biggest issue in school is staffing with a dearth of applicants and candidates dropping out before the interview stage. Recruitment is a big issue in all schools. The Headteacher went through the staff changes since the report was written, and the deployment of teachers in September. Governors asked if the recruitment of staff was a Leeds wide issue. The Headteacher said it was a national issue, and not just for teaching staff but also support staff. Governors asked if there were any staff in school who could take an alternative route to QTS. The Headteacher explained there were some excellent support staff who would not meet the eligibility criteria. | |
| 4.03 | Attendance is a success story with attendance currently standing at 97.8%. The new traffic light system works well along with meetings with parents and communicating expectations from the start of a child's | |

education at Beecroft. Persistent absence is the lowest when compared to other schools using Fisher Family Trust.

4.04 There was a monitoring visit by the Local Authority during SATs week. The report of the visit had been included with the Headteacher's report.

5.00 **MINUTES OF THE LAST MEETING**

5.01 **Resolved:**

- That the minutes of the meeting held on the 20 March 2024 be agreed as a correct record
- That the Chair be authorised to sign the minutes.

6.00 **REVIEW ACTIONS AND MATTERS ARISING**

6.01 Minute 13.01 – Governor development: safeguarding training
N Brown reported that the whole governing board safeguarding training took place before the meeting started. There was one apology for which alternative arrangements online have been made.

7.00 **COMMITTEE REPORTS**

7.01 Resources Committee

The minutes of the Resources Committee held on 7 May to approve the budget had been circulated to governors. It was confirmed that:

- The budget has been approved including the price of school meals.
- The Health and Safety Policy has been approved.
- The Charging and Remissions Policy has been approved.
- Mid-year performance management for teachers has been completed.

7.02 Teaching and Learning

It was confirmed that school will be providing an annual report to parents.

7.03 Pupil Support

The following was confirmed:

- The annual safeguarding self-assessment has been completed.
- School meets equalities requirements.

8.00 **REPORT OF BUDGET FOR 2024-2025**

8.01 The Headteacher reported that the work of the play therapist will continue and Place2Be will also continue for a further year which will allow for the service to be properly evaluated. It has a rigorous structure, and the person assigned to school is well trained and can pick up safeguarding issues. P Gradys added that the Resources Committee looked at the costs and it provided good value for money.

8.02 There is also the possibility of a clawback next year as the surplus budget nears the threshold of 8% so some money needs to be spent wisely. The Resources Committee had already looked at some suggestions from governors, so the appointment of more staff would benefit the school in spite of them being difficult to find. Another suggestion would be the replacement of the of the trespa panels on the outside of school and there will be some redecoration.

8.03 There are planned changes to Funding for Inclusion but this will not affect Beecroft.

8.04 The bottom line figures for the budget 2024-25 were:

| | |
|---------------------------------------|------------------|
| Balance brought forward from 2023-24: | £166,360 surplus |
| In year surplus 2024-25: | £34,450 |
| Balance carried forward to 2025-26: | £200,810 surplus |

9.00 SAFEGUARDING UPDATE AND APPROVE ANNUAL RETURN

9.01 The end of year safeguarding report had been circulated to governors prior to the meeting. N Brown reported that the school had a good safeguarding audit which had also been confirmed during the Ofsted inspection.

9.02 P Gradys had worked with N Brown to go through the safeguarding return (ARM) which has been signed off and submitted to the Local Authority.

9.03 N Brown informed governors there was only one child in school who was previously a Child Looked After and they were doing very well.

10.00 SEND REPORT

10.01 N Brown reported that she had met with S Lord, governor with responsibility for SEND, to go through the annual SEND report which had been circulated to governors prior to the meeting.

10.02 This year, the number of children with special needs is at the national average. Transition arrangements to high school are in place for all special needs children including one child who will be attending a resourced provision at high school. The school has worked very closely with the parents and the school to make sure all arrangements are in place and the family has been supported throughout.

11.00 POLICY APPROVAL

11.01 The Headteacher reported that the Staff Disciplinary Policy, Staff Grievance Policy and Staff code of conduct were not yet due for review.

12.00 GOVERNOR DEVELOPMENT AND SUCCESSION PLANNING

12.01 F Hussain has completed the governor's induction course and basic safeguarding training as well as attending the safeguarding training that took place before the meeting.

13.00 CHAIR'S BUSINESS

13.01 There was no Chair's business.

14.00 ANY OTHER URGENT BUSINESS

14.01 The Headteacher thanked the governors for their support during what has been a very busy year. The governors in turn thanked the Headteacher and passed on their appreciation to all staff for their hard work this year.


15.00 DATE AND TIME OF NEXT MEETING

15.01 The meeting dates for 2024-25 academic year were agreed:

- 2 October 2024
- 20 November 2024
- 19 March 2025
- 18 June 2025

All meetings on Wednesday at 3pm.

The Chair closed the meeting at 4.00pm


Vice-chair
31.10.2024