

**EASINGWOLD COMMUNITY PRIMARY SCHOOL MINUTES OF FULL GOVERNING BODY MEETING
HELD IN SCHOOL ON TUESDAY 12 MAY 2026 AT 6.00PM**

Governors Present:
Becky Cooper (BC) arrived during item 8
Rosie Dutton (RD)
Edward Fenning (EF)
Jen Hodgson (JH)
Andrew Neville (AN) attended via Teams
Alison Parratt (AP) Head
Toni Potter (TP)
Nikki Rowbottom (NR) Chair
Lucy Walton (LW)

In Attendance:
Lesley Barber (clerk)

No.	Item	Action/ Date
Nikki Rowbottom in the Chair		
1/5/26	<u>WELCOME AND APOLOGIES</u> Bethany-Rose Cadell (BRC) and Felicity Dutton (FD) had submitted their apologies due to childcare issues, these were consented to. Rebecca Cooper had indicated that she would be late arriving. Andrew Neville attended via Teams due to illness.	
2/5/26	<u>DECLARATION OF INTERESTS AND REMINDER OF CONFIDENTIALITY</u> No declarations were made. Governors were reminded of the need to maintain confidentiality at all times. The Chair reminded Governors to declare any interests in items as they arose during the meeting.	
3/5/26	<u>SCHOOL'S VISION, VALUES AND MISSION STATEMENT</u> The Chair highlighted the School's Vision, Values and Mission Statement: Mission Statement: Our Mission Statement of '<i>Excellence For All</i>' embodies our whole school ethos. It means that we aim to ensure that all children, irrespective of their starting point, receive an excellent education. Vision: Our vision is to provide an indelible curriculum that enables children to succeed both academically and socially to prepare them for the next step of their education and beyond The Values were as follows: Our three core values are what we believe are important for our children to become the very best that they can be: • Resilience – We work hard and never give up • Respect – We are kind, honest and polite • Responsibility – We keep ourselves and others safe	
4/5/26	<u>CONFIDENTIAL ITEMS</u> <i>The following items were agreed to be confidential and would be excluded from the public minutes: Parts of the HT Report which identified individual</i>	

No.	Item	Action/ Date															
	<i>staff members or pupils, the item on staffing and the item on Section 106 Agreement.</i> <i>Governors were reminded not to discuss any business from the Board meetings with family members or friends.</i>																
5/5/26	<u>NOTIFICATION OF URGENT BUSINESS</u> There was an item of urgent business regarding Parental behaviour.																
6/5/26	<u>MINUTES OF MEETING HELD ON 17 MARCH 2026</u> <i>Agreed:</i> <i>That the Public minutes of the meeting held on 17 March 2026 were agreed to be a correct record</i>																
7/5/26	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u> The list of action points which were not dealt with elsewhere on the agenda were updated as follows: Update from last meeting: <table border="1"> <thead> <tr> <th>Reference</th><th>Action</th><th>Update</th></tr> </thead> <tbody> <tr> <td>8/3/26</td><td>SDP update at the next FGB meeting.</td><td>On agenda</td></tr> <tr> <td>15/3/26</td><td>SFVS to be submitted</td><td>Done</td></tr> <tr> <td>17/3/26</td><td>Parent Survey results to the next meeting.</td><td>On agenda</td></tr> <tr> <td>19/3/26</td><td>Staff Survey results to the next meeting</td><td>On agenda</td></tr> </tbody> </table>	Reference	Action	Update	8/3/26	SDP update at the next FGB meeting.	On agenda	15/3/26	SFVS to be submitted	Done	17/3/26	Parent Survey results to the next meeting.	On agenda	19/3/26	Staff Survey results to the next meeting	On agenda	Clerk to mark forward issues not dealt with – set out in the table at the end of the minutes
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8/5/26	<u>SCHOOL DEVELOPMENT PLAN AND SELF EVALUATION FRAMEWORK</u> BC joined during this item. Governors had access to the SDP which included a RAG (Red, Amber, Green) rating: <u>Red:</u> • Wrap around care: The Governing Body has decided to not pursue this at the moment due to recruitment challenges <u>Amber</u> • Monitor behaviour logs to ensure emotion coaching is being used effectively and is having the desired impact – ongoing • An attendance champion to be appointed • Attendance/punctuality support plan proforma to be created and shared with parents. • First hand experiences of different faiths and cultures – the Head explained that due to the cost of coach travel and the distances involved it had proven difficult to transport children to visit lots of different places of worship recently. She was going to make contact																

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	with a scheme which aimed to arrange visits to places of worship for three different faiths in one day in West Yorkshire. It would not be possible to arrange this before the end of this Term, but hopefully by the new academic year arrangements should be in place. Green The majority of targets had been completed and were marked in Green. The Head noted that she had started writing the SDP for the next academic year; staff were involved in writing it to ensure they felt ownership of the document. There would probably be a rough draft available for discussion at the next meeting. <i>Agreed: That SDP progress against targets was noted.</i>	
9/5/26	<u>MONITORING AND LINK GOVERNOR VISITS</u> Monitoring/ Link Governor visit reports: The following Reports had been received from Governors: • Computing AN • PP/SEN/Vulnerable Children LW The Chair updated Governors: • The next “window” for Governor monitoring was weeks commencing 22 June and 29 June; Governors were encouraged to contact the Staff Lead for their topic and arrange an appointment. • The Chair and BC would continue to develop the monitoring form to incorporate SDP and Ofsted Targets to ensure that the Form was easy to use and focussed. <i>Agreed: That Governors received the Monitoring/Link Governor reports.</i>	
10/5/26	<u>SAFEGUARDING UPDATE</u> There was an update in the HT report which included the following statistics: Child Protection Plans - 4 Looked After Children - 2 Child in Need - 2 Open to Early Help - 9 Children and Families Assessment underway - 1 Ongoing Section 47 enquiries as a result of a strategy meeting - The Head suggested an item for the next meeting: the new Restrictive Interventions Guidance. There were new rules regarding parental notification. A Governor asked about the first of the month checks. The Head indicated that the safeguarding checks may be moved to half termly, as there was currently a lot of repetition as staff discussed safeguarding issues and updates on a very frequent basis. It was still important to discuss attendance on a monthly basis, so staff would continue to meet for that reason. The Head reported a safeguarding incident had occurred recently; further details were given in the confidential minutes.	Item on next agenda: Restrictive Interventions Guidance – update (Safeguarding)

No.	Item	Action/ Date
11/5/26	<u>SEND REPORT AND ACCESSIBILITY PLAN</u> The SEND Report and Single Equality Scheme were circulated to Governors. Miss Potter suggested that it would be better for Governors to consider these documents at the start of the academic year in future. Agreed: That the report was noted.	Clerk – note the SEND Report and Single Equality Scheme to be added to the agenda for September/October.
12/5/26	<u>HEADTEACHER’S REPORT</u> The public section of the Headteacher’s report is attached to the minutes. Parts of the discussion were confidential. The Head asked whether Governors wanted anything different in the Headteacher’s report. Governors were happy with the information they received, some of it was sent via the Staff and Governor Bulletin. The Clerk suggested that the Bulletins should be circulated or available alongside the Agenda as this may prompt questions. The Head would arrange for the Bulletins to be stored on the Governor Google Drive so they could be accessed more easily when the Board was due to meet. A Governor asked what CME stood for in the report? The Head explained that it was “Missing from Education”; children who had left and the School wasn’t aware where they had moved to. The Head noted that there were increasing numbers of pupils taking unauthorised leave for holidays, which impacted on attendance figures. In future, she would include attendance data for SEN and PP children separately in her report. She would consult with other Headteachers to see what they included in their HT report to Governors. The Head suggested that some of the data should be reported confidentially, as pupils may be easily identifiable. <i>Agreed: That the Restrictive Intervention & Reasonable Force Policy and the Teaching, Learning and Monitoring Policies were approved.</i>	Staff/Governor bulletins to be stored centrally on the Drive for easy access. HT report to include SEN and PP attendance data in future.
13/5/26	<u>NURSERY AND WRAPAROUND CARE UPDATE</u> The Chair reported that the funding bid had not been successful for Nursery care. The report was agreed to be confidential.	

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14/5/26	<u>EXTERNAL REVIEWS</u> There were no reports to share currently; a report was expected soon following the visit of the new Senior Education Advisor, Michelle Hattersley.	
15/5/26	<u>PERFORMANCE MANAGEMENT REVIEW OF THE HEADTEACHER</u> The Head, Chair and Vice Chair would arrange an interim review. If possible the Panel asked if the December Review date could be arranged well in advance.	
16/5/26	<u>RESOURCES COMMITTEE</u> The order of business was amended so this item was considered before the Staffing and Class Structure item. Governors considered: • Minutes of previous meeting 5 May 2026 • Recommendations from the meeting: i) Outturn position to note ii) Start Budget 26/27 to approve The Chair of the Resources Committee, Ed Fenning, highlighted the following: • The in-year balance was higher than predicted, there was a ring fenced amount for catering equipment, but this still left a substantial carry forward balance. • This meant that a 12 class structure was possible. The year 3 budget position was negative, but this would be addressed well before that time. Agreed: That: a) Minutes of 5 May were noted b) The Outturn position 25/6 was noted c) The three year Start Budget 26/7 was approved as circulated to include the 12 class structure.	
17/5/26	<u>STAFFING AND CLASS STRUCTURE</u> The Class structure would remain at 12 as currently. Parents would be notified in the usual way. An advertisement for a maternity cover teaching post would be placed. Interviews were scheduled for an ATA (Advanced Teaching Assistant) Phonics specialist.	
18/5/26	<u>SELF-REVIEW OF GOVERNING BOARD EFFECTIVENESS</u> The Chair would circulate the survey to all Governors and report findings back to the next meeting. The survey was anonymous and all were encouraged to complete it. Changes to the Monitoring Visits process had been made following last year's survey.	Self-Review findings to next FGB

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19/5/26	<u>106 AGREEMENT LAND UPDATE</u> This report was confidential.	
20/5/26	<u>PARENT/COMMUNITY ENGAGEMENT</u> - Parent Survey Results. The full results had been shared with Governors that day, including the “free text” responses. The Head was pleased with some of the positive comments. The main themes would be reported in the School Newsletter. The comments about the number of platforms used by School was noted and would be considered. - She would repeat the Survey at least twice per year and maybe also have an exit survey at the end of the Summer Term.	Governor questions and discussion at the next meeting on the Survey Results
22/5/26	<u>SUCCESSION PLANNING AND VACANCIES</u> There were currently no vacancies. Governors were encouraged to contact the Chair if they wished to change their Committee Memberships or Link/Monitoring roles. She was intending keeping things as they were unless there were requests to change.	
23/5/26	<u>GOVERNOR TRAINING</u> Governors were encouraged to check the training offer and contact the Chair if they wished to attend. Governors were encouraged to apply for the North Yorkshire Schools Forum if they wished.	
24/5/26	<u>HEADTEACHER AND STAFF WELLBEING</u> The Head had discussed the Head and staff wellbeing with the Chair. Staff Survey Results were shared with Governors. The results were discussed confidentially.	
27/5/26	<u>URGENT BUSINESS</u> Confidential business regarding parental conduct.	
28/5/26	<u>MEETING IMPACT</u> Governors agreed that the meeting had impacted on the welfare and progress of the pupils in respect of: - Class structure - Positive budgetary position - Parental Survey results - SDP targets almost completed	
29/5/26	<u>DATES OF FUTURE MEETINGS</u> FGB meetings Tuesday 14 July 2026 at 6pm Resources Committees (virtual meetings) (5) Tue 30 June at 5.30pm	

ACTIONS from this meeting:

Reference	Action	Responsible	Date
10/5/26	Item on next agenda: Restrictive Interventions Guidance – update (Safeguarding)	Clerk	July 26
11/5/26	Clerk – note the SEND Report and Single Equality Scheme to be added to the agenda for September/October annually. LAC and Safeguarding report on July agenda annually	Clerk	Sept/Oct 26 and annually
12/5/26	Staff/Governor bulletins to be stored centrally on the Drive for easy access.	AP	June 26
12/5/26	HT report to include SEN and PP attendance data in future.	AP	July 26 onwards
18/5/26	Self Review findings to next FGB	Chair	July 26
20/5/26	Governor questions and discussion at the next meeting on the Parent Survey Results	Head	July 26

Public Sections of the Headteacher's Report:

Impact and Required Actions:	
Attendance and Punctuality:	
Current whole school to 5.5.26 Whole school attendance - 94.8% - 94.84 national % Statutory attendance (over 5s) -94.9 % Authorised absence - 3.5% - 3.78 national % Unauthorised -1.7% - 1.38 national % Late - 1.1% Percentage of pupils persistently absent - 14.7% - 18.12 national % 25/26 DFE target for ECPS - 95.4% Number of children on the attendance process: 2 Number of children with CME referrals: 2	Absence is currently being significantly impacted by two pupils on the attendance process and two pupils who have moved but not secured a place at a new school so are still on our roll. Attendance data with those 4 pupils removed is: - Present attendance rate is 95.6% - above our DFE target - Unauthorised absence is 1.1% - Authorised absence is 3.3% Holiday requests are increasing We are ever so slightly above national and still making very small steps of progress.
Health and Safety/Premises:	
Fire Risk Assessment was carried out on 18.3.26, actions are in hand.	
Staffing:	
We have advertised for a new role - ATA phonics specialist. Interviews were cancelled due to staff absence and will go ahead ASAP.	
SDP Progress/Updates:	

SDP is in the shared drive. Please note that this is a working document and an update will be given at each FGB. Green indicates when an action has been completed. Our new SEA is Mrs Michelle Hattersley. Her first visit will be an inclusion visit on 6.5.26. Staff have had the chance to give their views on what the focus of the next SDP should be. Headlines were attainment and vulnerable learners. The 26/27 SDP will be drafted shortly.	
Policies:	
Policies for approval: Restrictive Intervention & Reasonable Force Policy Teaching and Learning and Monitoring	
Safeguarding	
Child Protection Plans - 4 Looked After Children - 2 Child in Need - 2 Open to Early Help - 9 Children and Families Assessment underway - 1 Ongoing Section 47 enquiries as a result of a strategy meeting -	
Incidents Since Last Report: • Homophobic Incidents: 0 • Bullying Incidents: 0 • Child on Child Abuse: 0 • Exclusions: 2 • Reportable near misses and accidents: 1 • Instances of RPI: 1 • Operation Encompass alerts: 1 • Veritau referral (GDPR): 0 • LADO referrals: 0	

A Parratt (Headteacher)