

**EASINGWOLD COMMUNITY PRIMARY SCHOOL MINUTES OF FULL GOVERNING BODY MEETING
HELD IN SCHOOL ON TUESDAY 14 JULY 2026 AT 6.00PM**

Governors Present: Bethany-Rose Cadell (BRC) Becky Cooper (BC) Felicity Dutton (FD) Rosie Dutton (RD) Edward Fenning (EF) Ruth Hannam (RH) – attended virtually Jen Hodgson (JH) Andrew Neville (AN) Alison Parratt (AP) Head Toni Potter (TP)- attended virtually Nikki Rowbottom (NR) Chair Lucy Walton (LW)	In Attendance: Lesley Barber (clerk)
---	--

No.	Item	Action/ Date
Nikki Rowbottom in the Chair		
1/7/6	<u>WELCOME AND APOLOGIES</u> There were no apologies.	
2/7/6	<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.	
3/7/6	<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	

No.	Item	Action/ Date																					
4/7/6	<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 staff members or pupils & the item on Pre-School and Wraparound care</i> <i>Governors were reminded not to discuss any business from the Board meetings with family members or friends.</i>																						
5/7/6	<u>NOTIFICATION OF URGENT BUSINESS</u> There was an additional item on maternity leave for Governors.																						
6/7/6	<u>MINUTES OF MEETING HELD ON 12 MAY 26</u> Agreed: That a) the Public minutes of the meeting held on 12 May 26 were agreed to be a correct record; and b) the Confidential minutes of the meeting held on 12 May 26 were agreed to be a correct record.																						
7/7/6	<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>10/5/26</td><td>Item on next agenda: Restrictive Interventions Guidance – update (Safeguarding)</td><td>Policy Agreed</td></tr> <tr> <td>11/5/26</td><td>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</td><td>noted</td></tr> <tr> <td>12/5/26</td><td>Staff/Governor bulletins to be stored centrally on the Drive for easy access.</td><td>AP - done</td></tr> <tr> <td>12/5/26</td><td>HT report to include SEN and PP attendance data in future.</td><td>AP - done</td></tr> <tr> <td>18/5/26</td><td>Self Review findings to next FGB</td><td>Chair to update at the meeting</td></tr> <tr> <td>20/5/26</td><td>Governor questions and discussion at the next meeting on the Parent Survey Results</td><td>On agenda</td></tr> </tbody> </table>	Reference	Action	Update	10/5/26	Item on next agenda: Restrictive Interventions Guidance – update (Safeguarding)	Policy Agreed	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	noted	12/5/26	Staff/Governor bulletins to be stored centrally on the Drive for easy access.	AP - done	12/5/26	HT report to include SEN and PP attendance data in future.	AP - done	18/5/26	Self Review findings to next FGB	Chair to update at the meeting	20/5/26	Governor questions and discussion at the next meeting on the Parent Survey Results	On agenda	Clerk to mark forward issues not dealt with – set out in the table at the end of the minutes
Reference	Action	Update																					
10/5/26	Item on next agenda: Restrictive Interventions Guidance – update (Safeguarding)	Policy Agreed																					
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	noted																					
12/5/26	Staff/Governor bulletins to be stored centrally on the Drive for easy access.	AP - done																					
12/5/26	HT report to include SEN and PP attendance data in future.	AP - done																					
18/5/26	Self Review findings to next FGB	Chair to update at the meeting																					
20/5/26	Governor questions and discussion at the next meeting on the Parent Survey Results	On agenda																					

No.	Item	Action/ Date
8/7/6	<u>GOVERNANCE STRATEGIC PLAN (GSP)</u> The Governance Plan reflected the School Development Plan and Governor's Actions, monitoring and challenge priorities. She encouraged Governors to review it. <i>Agreed: the GSP was noted.</i>	
9/7/6	<u>MONITORING AND LINK GOVERNOR VISITS</u> The Chair updated Governors: Monitoring/ Link Governor visit reports: The following Reports had been received from Governors: • SEN/PP/Vulnerable Children The Chair asked Governors how the Monitoring window system had worked for them. BC said that she had reviewed the Monitoring template to make it easier to use and more focussed. It linked to the School Development Plan. She encouraged Governors to try it in September. NK had visited School during the "Invacuation" process test. This was a similar process to lockdown, but when children were outside and needed to move inside away from an external threat. She was very impressed with how the children had responded calmly. She asked all Governors to try to complete their monitoring reports by the end of the week. <i>Agreed: That Governors received the Monitoring/Link Governor report.</i>	
10/7/6	<u>SAFEGUARDING UPDATE</u> The Head said that the safeguarding report was included in the HT report. There was very little to report. KCSIE (Keeping Children Safe in Education) would be published over the Summer. In response to a Governor question she noted that there was a new Law "Benedict's Law" which related to allergen procedures. The provisions were already in place in this School, so no further action was needed. There was another new law "Martyn's Law" which related to visits to outside venues, it followed the Manchester Arena attack. This would impact on preparations for trips and visits to external facilities. <i>Agreed: That the reports were noted.</i>	
11/7/6	<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 had	

No.	Item	Action/ Date
	drafted an updated template for her HT report and asked for feedback. Governors asked the following questions relating to the Headteacher's report: • A Governor asked for the Head to indicate in her HT report going forward whether the same child was included in more than one category. • Also, the HT was asked to include cumulative information for the data in her report. • The School Development Plan included only four Priorities, why had it been streamlined, was it an Ofsted requirement? The Head said that Ofsted were not allowed to comment on Schools' Development Plans. She had included Government priorities on achievement, attendance, inclusion and parental attainment. Subject leader plans were also produced and these had also been shared with Governors eg Oracy action plan. These would be linked into the SDP. She said the golden thread throughout the priorities was Inclusion – what is good for vulnerable learners is good for all. • An explanation was requested of the Self Evaluation summary section in the SDP statement "Attendance needs attention, behaviour moving towards strong but need secure fit". The Head explained that attendance was "on the cusp" of the national figure, but highlighted that it takes weeks of hard work to increase it by a small percentage. The School's figure was around national, but the three-year trend was down. The Governor noted that absences in smaller cohorts in Primary Schools had a big impact on data for attendance. The Head agreed, but noted that staff knew the pupils and their background and where there were unusual cases, as had happened this year, this could be factored in. This year a family had moved house and been unable to access places in their new school so had stayed on roll in Easingwold; this had impacted on attendance figures. There had also been the impact of a chicken pox outbreak in school. She noted that there was a growing trend of unauthorised holiday absences. A Governor asked how national figures were so high, was the unauthorised holiday absences not a problem nationally? The Head noted that the School was only just under national by 0.01%, but still had a LA attendance meeting as a result. • Was the time set nationally for classing "late" as non-attendance? The Head said that the policy was set nationally, but not the time. • The Head explained that SATS results were late nationally, but parents would be notified as soon as information was received. • Governors liked the new HT report template, but as discussed earlier in the meeting would appreciate some comparative/cumulative data to be included.	HT to look at how she could reflect whether the same child was included in more than one category. HT to include cumulative data for each category to improve comparisons in future.

No.	Item	Action/ Date
	- The Head would split the behaviour reporting into the same categories as the new Behaviour Policy. - The Head asked Governors to agree to having an Attendance and Achievement Committee – more challenge was needed. She suggested it be held Termly; January, Easter and July linked to data drops. <i>Agreed: That:</i> a) the report was noted b) an Attendance and Achievement Committee be formed to hold meetings termly. Three Governors at least to take place via Teams.	Agree membership of Attendance and Achievement Committee at the next meeting. HT to liaise with Clerk regarding dates.
12/7/6	<u>NURSERY AND WRAPAROUND CARE:</u> This item was confidential.	
13/7/6	<u>EXTERNAL REVIEWS</u> The following External Reviews were reported on: - Premises Inspection checklist (confidential) - The Senior Education Advisor from North Yorkshire Council had conducted Reviews of PHSE, Design and Technology and Safeguarding; these would be reported to the next FGB in September.	Michelle Hattersley reports to next FGB - AP
14/7/6	<u>PERFORMANCE MANAGEMENT REVIEW OF THE HEADTEACHER</u> The Chair would meet with the Head and BC to conduct an Interim Review over the Summer.	
15/7/6	<u>RESOURCES COMMITTEE</u> a) Update on the meeting held 7 July 26 The Chair of the Resources Committee, Edward Fenning, provided the update: - The Budget position had worsened since the last report due in part to the loss of SEN funding following a pupil leaving the School. - The in-year deficit had increased, but the carry forward position was still healthy. A Governor asked if this was comparable to similar sized Schools in the area, but this information was not available. - Another source of funding would be lost following the Government's decision to withdraw Sports Premium from December 2026; this was to be replaced by a more centralised allocation of funding and the mechanism for distribution was still unclear. <i>Agreed: That the report was noted.</i>	
16/7/6	<u>GOVERNANCE SELF REVIEW FINDINGS</u>	Induction Pack on Google Drive (Chair)

No.	Item	Action/ Date
	The Chair reported back on the findings of the Self-Review. Six Governors had responded to the Survey. The results are summarised below: The Chair provided an update on the results which included: • Induction – didn't provide the Induction Pack to new Governors – will add to Google Drive. • Buddy rota so all know who is available to support new Governors • TOR of Cttees – LMB to check all are updated • Risk Assessments – Residential trips risk assessments were signed off by Governors, but others didn't see that process. The Head noted that the Sustainability Plan covers a lot of the risks and would be stored centrally so all could access it. A Governor commented that it would be useful to have a list of skills from each Governor so these could be better utilised. The Chair said that there was an annual Skills Audit and this would be completed on Governor's return in September.	Clerk to check TOR for Cttees on G Drive is up to date Head to post Sustainability Plan on Google Drive in central location
17/7/6	<u>106 AGREEMENT LAND UPDATE</u> The Head and Chair had met with the developer and NYC representative Mark Ashton to discuss the condition of the land provided under S106 Agreement. There were concerns from the School that the slopes around the pitch were unsafe and impractical to maintain. It seemed that the slopes had since been made more shallow; AP/NR would check with the Caretaker in School to see if they were more manageable now. There was uncertainty whether this would mean the pitch had been made smaller meaning it was not at Sport England standard. In response to a Governor question about fencing the Head said that further works to the site had been stopped until the current issues had been resolved. The Chair noted that there may be a planning challenge as the pitch height meant that children could look directly into bedrooms of nearby properties now.	
18/7/6	<u>PARENT/COMMUNITY ENGAGEMENT</u> • Parkrun had been successful with around 70 children taking part; a small group had continued to come back on a regular basis since then. Mr Sleightholme was thanked for his involvement and encouragement of the children to attend.	
19/7/6	<u>WRAPAROUND AND PRE-SCHOOL</u> • This item was confidential	
20/7/6	<u>SUCCESSION PLANNING AND VACANCIES</u> The Clerk highlighted that Rosie Dutton's term of office as LA Governor was due to end 05/12/2026. She said that her husband was	

No.	Item	Action/ Date
	interested in becoming a Governor and would speak to the Chair about this. Nikki Rowbottom had signalled that she intended to resign soon, which would leave a Co-opted vacancy. There may be some Reception parents who might be interested in becoming a Governor.	
21/7/6	<u>ELECTION OF CHAIR</u> The Chair said that as there hadn't been any candidates coming forward she would continue as Chair until the next FGB meeting where there would be another election. Governors agreed that she continue as Chair and Chair the first meeting in September; an election would take place at the end of that meeting.	
22/7/6	<u>ELECTION OF VICE-CHAIR(S)</u> The item was deferred until the September meeting as above.	
23/7/6	<u>GOVERNOR TRAINING</u> Courses were available on NYES – Governors should contact the Chair to approve attendance and book through the School office.	
24/7/6	<u>HEADTEACHER WELLBEING</u> The Head had discussed the Head and staff wellbeing with the Chair.	
27/7/6	<u>URGENT BUSINESS</u> The two Governors expecting babies were reminded that they could take "maternity leave" from their role; this would be done through consenting to their absence for the period of the maternity leave. This would mean that the Board was two Governors down for a period. Alternatively they could attend via Teams if they wished to continue.	
28/7/6	<u>MEETING IMPACT</u> Governors agreed that the meeting had impacted on the welfare and progress of the pupils in respect of: • Parkrun – encouraging children to be active • New Achievement and Attendance Committee • Agreed School Development Plan to drive improvements • GB Self Evaluation	
29/7/6	<u>DATES OF FUTURE MEETINGS</u> The dates were agreed: FGB meetings (6) Tuesday 29 September 2026 at 6pm Tuesday 1 December 2026 at 6pm (virtual) Tuesday 2 February 2027 at 6pm (virtual) Tuesday 16 March 2027 at 6pm (virtual) SFVS Tuesday 11 May 2027 at 6pm – Outturn and Start Budget Tuesday 13 July 2027 at 6pm or Tue 6 July 2026 tbc re SATS data Resources Committees (virtual meetings) (5)	

No.	Item	Action/ Date
	Monday 5 October 2026 at 5.30pm Monday 23 November 2026 at 5.30pm Monday 8 March 2027 at 5.30pm SFVS Tuesday 4 May 2027 at 5.30pm (Bank Holiday Monday on 4th) - Outturn and Start Budget Monday 28 June 2027 at 5.30pm Achievement and Attendance Committee (3) Dates to be agreed Head and Chair	

ACTIONS from this meeting:

Reference	Action	Responsible	Date
11/7/26	Headteacher's Report HT to look at how she could reflect whether the same child was included in more than one category. HT to include cumulative data for each category to improve comparisons. Agree membership of Attendance and Achievement Committee at the next meeting. HT to liaise with Clerk regarding dates.	AP AP and Clerk	Sept FGB
13/7/26	Michelle Hattersley reports to next FGB	AP	Sept 26
16/7/26	Induction Pack on Google Drive (Chair) Clerk to check TOR for Cttees on G Drive is up to date Head to post Sustainability Plan on Google Drive in central location	Chair Clerk Head	Sept 26

Public Sections of the Headteacher's Report:

	Impact and Required Actions:
Attendance and Punctuality:	
Current whole school to 9.7.26	Absence has declined due to unauthorised holidays and chicken pox amongst the younger children - 17 confirmed cases.
Whole school attendance - 94.4% - national 94.74%	Holiday requests are increasing 12.4% of all unauthorised absence is due to family holidays not agreed.
Statutory attendance (over 5s) - 94.5%	
Authorised absence - 3.8% - national 3.74%	We have an increasing number of children whose parents are reporting that they are struggling to get them into school. The HT and Pastoral TA recently carried out some EBSA (Emotional School Based Avoidance) training to support with this.
Unauthorised -1.8% - national 1.52%	

Late - 1.1% Percentage of pupils persistently absent - 18.4% - national 18.66% 25/26 DFE target for ECPS - 95.4% Number of children on the attendance process: 6 Number of children with CME referrals: 0 SEN: 93.6% Non SEN: 95.2% PP: 92.2% Non PP: 94.9%	
Health and Safety/Premises:	
A premises inspection was carried out on 29.6.26.	
Staffing:	
confidential	
SDP Progress/Updates:	
The draft SDP for 26/27 was shared with Governors	
Policies	
The 26/27 Relational Behaviour Policy needs approving.	
AOB:	
Example HT report example template shared	
Safeguarding	
Child Protection Plans - 3 Looked After Children - 3 Child in Need - 2 Open to Early Help - 9 Children and Families Assessment underway - 0 Ongoing Section 47 enquiries as a result of a strategy meeting - 0	
Incidents Since Last Report:	
- Racist Incidents: 0 - Homophobic Incidents: 0	

- Bullying Incidents: 1 reported and substantiated. Monitoring has started and no other incidents have occurred to date.
- Child on Child Abuse: 0
- Exclusions: 1 permanent pending - PDC meeting to be held on 15.7.26
- Reportable near misses and accidents: 0
- Instances of RPI: 2
- Operation Encompass alerts: 1
- Veritau referral (GDPR): 0
- LADO referrals: 0

A Parratt (Headteacher)