

Batley Multi Academy Trust
Minutes of Hyrstmount Junior School's Governing Board Meeting
Held on Tuesday 5 May 2026, 5:00pm

Hyrstmount Junior School			
Meeting of:	Full School Governing Board (SGB)		
Date and time:	Tuesday 5 May 2026, 5:00pm		
Location:	Hyrstmount Junior School		
Present:	Samira Karolia (Chair of Governors) Dawn Greaves (Vice Chair of Governors) Nadia Kauser (Governor) Abeda Adam (Governor) Muhammad Maqsood (Governor) Jade Beard (Governor)		
Apologies:	Nafeesa Talib (Governor) Rachel Morton (Governor)		
Others in attendance:	Matthew Leach (Headteacher) Alistair Milligan (Governance Professional)		
Quorum:	Any three of the Governors of the SGB, or, where greater, one third of the total Governors of the SGB	Quorum met:	Yes

Part A		
Item	Minutes	Action
1.	Welcome	
	The Chair opened the meeting at 5:00pm and thanked everyone for attending. A warm welcome was extended to a new Staff Governor, Jade Beard, and all attendees introduced themselves.	
2.	Apologies for Absence, Consent, Declaration of Interest and AOB	
	Apologies had been received from Nafeesa Talib and Rachel Morton in advance of the meeting, with consent. Zubair Chothia's absence was noted.	



	There were no declarations of interest and the meeting was quorate. There was one item to be raised under AOB.	
3.	Representation	
	The Chair officially welcomed and congratulated Jade Beard on her Staff Governor appointment, with Jade's term of office running for four years from 1 May 2026, less one day. The Chair also updated Governors on an upcoming term of office expiry. A further update would be provided by the Governance Professional on the next steps. It was confirmed that there were currently x2 Co-opted Governor vacancies and x0 Staff and Parent Governor vacancies. Action: update Governors (where applicable) on the expiring term of office. The Governance Professional explained a variety of recruitment strategies that the Trust had engaged with to support all schools within the Trust family, such as LinkedIn posts, and adverts posted on MyNewTerm (recruitment website utilised by the Trust for employed vacancies). E-flyers had also been produced which Governors could forward/share with their networks. Action: reshare the Trust governance recruitment flyer with the SGB.	Gov Pro Gov Pro
4.	Minutes of the Last Meeting	
	The minutes of the last meeting held on 11 February 2026 were agreed as a true and accurate record.	
5.	Review of Actions from the Minutes	
	Actions were reviewed, most having been completed. The actions tracker was updated to reflect the completion and progress of all actions. Governors provided feedback on the positive impact and support the acronyms sheet provided them with.	
6.	Headteacher's Report	
	The Headteacher's report was shared with Governors in advance of the meeting. Highlights were discussed as follows before the Trust Headteacher invited questions and comments from Governors: • Edurio survey - Parent Governors had provided some constructive feedback. The Trust Headteacher and Governance Professional noted this and would pass it on to the relevant Trust link. Action: provide Edurio survey feedback to the relevant Trust leaders.	HT/Gov Pro



- Behaviour - the positive impacts of initiatives to mitigate particular behaviour incidents was reported. There had been no further incidents since greater awareness of behaviour incidents had been raised.
- Curriculum - a school improvement visit from a primary settings expert was productive. A positive report had been written on the visible impact of the writing improvements seen via the *Ready, Steady, Write Together* scheme. The *Ready, Steady, Read Together* scheme had been embedded successfully. The school was now working on an even stronger consistent application of the scheme.
- Outcomes - expecting an increase in greater depth and the school were working hard to achieve above national averages (NA). The Trust Headteacher provided examples of very specific interventions for specific learners to support their learning. Thanks was extended to the Trust Data Analyst and Trust School Improvement Lead for their ongoing support. Governors were pleased to understand that the school was now forward planning to get the correct strategies in place for the 2026/27 academic year.
- Attendance - the school continued to exceed the NA and continued to receive Trust attendance awards. The school's average attendance up to the end of March 2026 was 95.7% (currently +0.9% higher than academic year 2024/25). The data of low staff absence was also presented. The school had placed 2nd out of 21 in the Department for Education's similar schools report. The current year-to-date persistent absence figure was 11.7% (3.3% under the NA). Governors congratulated the school for its continued strong attendance performance, recognising that high attendance = high attainment. Parents/carers were aware of the potential sanctions and lost learning dates and times, an approach consistently applied across the Trust family of schools. Year-on-year improvements in SEND/disadvantaged learners were noted by Governors.
- Site and operations - a number of site projects had been completed in recent months, such as IT and telephone upgrades (internal and external to the school building), building remedial repairs, and the full resurfacing of the car park. Governors were informed of funding which had supported such projects and thanks was extended to the Trust for their financial and expert guidance, particularly of the Chief Operating Officer and IT Team.
- Safeguarding update - Governors were satisfied that the data presented no serious safeguarding concerns and that the school's approaches to mitigate safeguarding risks were appropriate. Half term 4 highlights included:
 - 0 inclusion days.
 - 0 permanent exclusions.
 - 0 suspension days.
 - 0 leave of absence requests approved.



- Curricular enrichment - the school was considering its approaches to sports clubs as learner participation was still lower than anticipated. Governors proposed the expansion of academic-type clubs, with Parent Governors advising on their awareness of learners who might be more interested in such clubs. There was discussion on the school day and how extra curricular club times may be readjusted to fit within the school day. Governors considered the wellbeing and workload of colleagues and discussed opportunities during lunch or break times, or during the school day in which academic clubs could be made available to learners. The school had also undertaken a number of visits to enhance the learner experience. Trips included, but were not limited to:
 - Jorvik Viking Centre and The Arc
 - Eden Camp
 - Cartwright Hall
 - Huddersfield University Art and Design Department
 - Leeds Beckett University

Action: external extra curricular providers were to be considered.

HT

Action: explore central contract providers' voluntary scheme offers.

Gov Pro

- Community - Governors were pleased with the parent/carers survey feedback, noting the school's strong performances in most areas. Governors acknowledged the leadership of the SLT and the dedication of all colleagues to deliver such results. Some Governors had attended other schools' Stronger Together Parent Forums (STPF) and put forward some practice suggestions. A discussion followed on the time of the meetings, with the Trust Headteacher informing Governors that the school had trialled a number of different times to date. The latest STPF was the highest attended with 15 parent/carers participants.

Action: distribute the STPF agenda to parents/carers in advance of the meeting.

HT

Action: review the STPF start times.

HT

Q: Will there be enough time to teach all units within the *Ready, Steady, Write Together* scheme?

A: We have no concerns in completing all units, however we are aware of risks rushing/pace through the lessons from the structures. Overall, the scheme is being embedded well and we are upskilling colleagues where applicable.

	A Staff Governor commented on the pace of lessons and the importance of careful lesson planning. It was reported that there were improvements on the speed at which lesson planning was occurring. Governors were satisfied that teachers' focus was on securing the learning and colleagues would share good practice with each other. Q: How many learners are accessing TT Rockstar? A: The uptake is okay in the school day and we are trying to engage with parents/carers on the importance of the program. Q: Do we understand the reasons why learners might not access the programme at home? A: It is mainly due to commitments. We provide paper versions upon request or where we are aware that home access may be a challenge. Q: What strategies can we build upon to push parent/carer feedback from strong into very strong? A: From the feedback, we have already identified opportunities, such as broadening the range of events offered to parents/carers. We must be mindful of challenges around this sort of engagement, such as colleague workload and wellbeing. Governors understood the challenges and agreed these must be considered. Governors commented on workshop events that were well attended from their own personal experiences. The broadening of social media engagement and current approaches were also discussed as further considerations. Attendees agreed that any parent/carer considerations were similar, and perhaps even aligned, with those of learner extra curricular activities. Action: explore parent/carer engagement strategies. Governors thanked the Trust Headteacher for the update and put forward no further questions or comments.	HT
7.	Finance Update	
	Finance documents were shared with Governors in advance of the meeting. The Trust Headteacher informed Governors that strong support remained on offer from the Trust Finance Team, with ongoing effective meetings. Governors put forward no further questions or comments and thanked the Trust Headteacher for the update.	



8.	Self Evaluation Form (SEF) Update	
	Hard copies of the school's SEF were provided to Governors at the meeting. Much work had been carried out on reformatting the document and the Trust Headteacher explained that this work continued to ensure it was aligned with the new Ofsted Toolkit. The report was explained, with an overview provided on the 10 key points within the document. Governors agreed to review the SEF in more detail at the next SGB meeting. Action: review the SEF for discussion at the next SGB meeting. Action: add a SEF item to the next SGB meeting's agenda.	Governors Gov Pro
9.	SEND Update	
	The SEND update was shared with Governors at the meeting. The Trust Headteacher provided a summary for Governors before inviting questions and comments to be put forward. Governors discussed changes to SEND EHCP applications following the White Paper and it was agreed that the school would consider EHCP application impacts of Y2 cohorts moving into the school moving forward. Action: consider SEND EHCP applications impacts of Y2 learners moving forward.	HT/ SENDCo
10.	Policies	
	The Governance Professional highlighted the new Trust Restrictive Interventions Policy for Governors to take cognisance of. This policy was implemented following a statutory guidance update in April 2026 around the use of reasonable force. Action: Governors to note and take cognisance of this policy. Governors put forward some feedback on the policy, which was noted by the Governance Professional and would be forwarded on to the Director of Compliance and Governance. Action: provide policy feedback to the Director of Compliance and Governance.	Governors Gov Pro
11.	Governor Deep Dive Visits	
	There were four visits completed and subsequent reports had been shared with Governors in advance of the meeting. Overall, all visits reported positive feedback with no major concerns. Areas for improvement had been noted by school leaders. There was specific discussion on some safeguarding elements, with the school hoping to explore additional protective measures around the school premises	



	following some minor vandalism. Governors were satisfied that there were no risks to learners as vandalism was occurring during the holidays.	
12.	Trust Update	
	A number of documents had been shared with Governors in advance of the meeting. The Governance Professional highlighted the 'Belonging in Batley' draft document which has been created following suggestions from fellow SGBs. As part of the Trust's "you said, we did" culture, the proposed document was an additional supportive tool to better equip Governors as custodians of the organisations' culture. The document was created with invaluable Governor input to support Governors with their understanding on whether staff feel they have a sense of belonging within the Trust family. Specific reference was made to some of the benefits and perks available to all colleagues within the Trust family. Governor feedback was welcomed and encouraged. Action: consider amendment suggestions to be put forward to the Governance Professional and/or Director of Compliance and Governance. The following documents would continue to be made available in each SGB meeting folder: • Trust-on-a-Page - a termly document where Governors were informed of work that was being undertaken collaboratively between the Trust and the school and also other schools within the Trust. • Trust Annual Governance Planning Calendar 2025/26 - this document offered full transparency in terms of remit and responsibilities at Member, Trustee and Governor level. Role descriptors for all link areas were included at the back of the document and these were the "mini job descriptions" linked to all areas and included a set of questions that Governors may want to ask as part of their school visits. • Role descriptor example - the Finance Link Governor role descriptor was provided as a role descriptor example. • Governor Manual 2025/26 - Governors were reminded that key information was available in this document, such as meeting dates, key school contacts and training links.	Governors
13.	Training and Development	
	The Trust's 2025/26 acronyms sheet had been updated following the last cycle of SGB meetings. This was shared in advance of the meeting with Governors. Governors provided feedback on the document's positive impact and support it provided them with.	



14.	Upcoming Events (School and Trust-wide)	
	Upcoming events for Governors to note: • Hyrcmount's Batley Brilliance - Thursday 4 June 2026, 1:00pm - 2:30pm. • Batley Bake Off (hosted by Upper Batley High School) - Friday 19 June 2026, 10:30am - 12:00pm. • The Governance Professional advised Governors that the official invites to the above events would follow in due course. Action: Governors to confirm their attendance at the above events via the Governance Professional or Director of Compliance and Governance. Official invitations for Hyrcmount's and the Batley Bake Off events would follow.	Governors
15.	AOB	
	There were no further questions or comments put forward, and no further items were raised under AOB.	
16.	Agenda, minutes and related papers	
	It was determined that part of item 6 and part of item 7 be excluded from the copy of minutes available at the school. This information is withheld in accordance with the Freedom of Information Act. There were no further comments or questions and the meeting closed at 7:20pm.	
17.	Date of Next Meeting: Thursday 2 July 2026, 5:00pm	