

THE GOVERNING BOARD OF HYRSTMOUNT JUNIOR SCHOOL

Minutes of the meeting of the Governing Board held at the school at 5.00 pm on Tuesday, 11 February 2025.

PRESENT

Mrs S Karolia (Chair), Mr M Leach (Head Teacher), Mrs A Adam, Mr Z Chothia, Mrs D Greaves, Ms N Kauser, Mr L Miller, Mrs R Morton and Mrs M Prince.

In Attendance

Mrs G Hewitt (Minute Clerk)
Miss V Julien

48. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs N Talib.
There were no declarations of interest.

49. NOTIFICATION OF ITEMS TO BE RAISED UNDER ANY OTHER BUSINESS

No matters were raised to be discussed under Any Other Business.

50. REPRESENTATION**(a) Appointment of a Co-opted Governor to fill one vacant seat.**

It was agreed that filling the vacancy would be looked at once the parent governor vacancy has been filled.

(b) Parent Governor election.

The parent governor election was to go out asap.

51. MINUTES OF THE MEETING HELD ON 19 NOVEMBER 2024

RESOLVED: That the minutes of the meeting held on 19 November 2024 be approved and signed by the Chair as a correct record subject to the following amendment:

Minute 30 refers

Ms Kauser was to switch to the Resources Committee from Standards (not Mrs Talib).

52. MATTERS ARISING**(a) Declaration of Business Interests – Minute 31(a) refers**

ACTION: Mr Chothia is to complete the Declaration.

(b) Safer Recruitment Training – Minute 31 (f) refers

Mrs Greaves had completed the training.

ACTION: Mrs Karolia is to complete Safer Recruitment training.

(c) Staff Training – Minute 32(b) refers

The Head Teacher had circulated the list of any safeguarding training completed by staff.

Q: Are any of the training courses recommended for governors?

A: Safer recruitment and safeguarding, possibly Prevent. Mrs Adam has checked the Single Central Record and has had training for this.

Q: Are we compliant with Prevent training for our Safeguarding Governor?

A: There is no statutory timeframe for it to be renewed, It is more good practise to ensure the training has been completed.

(d) Safeguarding Training – Minute 38 refers

ACTION: This action was to be carried forward.

(e) Attendance Policy – Minute 40(a) refers

The Head Teacher had checked the wording as discussed.

(f) Governor Training

The Head Teacher had printed a list of training completed by governors through the LA since 2021.

[The agenda was taken out of order at this point]

53. PUPIL PREMIUM

Miss Julien had attended the meeting to discuss the updated Pupil Premium strategy. She provided the following information:

- The previous three-year strategy had ended last year. There had been some big improvements from 2022, however, at the end of Key Stage 2, 11 SEND children did not take part in the end of year SATS. Reading was at 22-23, which was an increase of 10% of children reaching the National Average, Writing showed an increase to 22% from 15% last academic year. Maths was at 16% and 14% last year.
- There were improvements year on year with the scaled scores. Although these had improved, they were still slightly below the National Average and disadvantaged children were still not performing as well as non-disadvantaged.
- The school's aim is that Pupil Premium children will make the same or better progress as their peers. This had been achieved in the higher standard as Pupil Premium children were higher than Non-Pupil Premium, which showed interventions had an impact.

- More had been required in all areas this year to ensure that Pupil Premium children were achieving better or in line with their counterparts. It had been recognised that a lot of the issues faced by families were similar and staff had worked to ensure needs were met.
- Attainment at the end of Key Stage 2 results were a challenge, Miss Julien noted that the biggest barrier was reading comprehension and the understanding of vocabulary.
- A third of learners have English as an additional language and these learners have more difficulty accessing the curriculum. This had been included in the strategy.
- There are also a number of SEMH difficulties which impact on progress as these can be barriers to learning.
- Attendance is also a barrier – disadvantaged learners have poorer attendance than non at the school.
- 20% of children on Pupil Premium list also have SEND.

Q: What percentage of pupils are eligible for Pupil Premium?

A: 27% of pupils.

Mr Chothia arrived at this point.

- Miss Julien detailed the CPD provided to staff to support this and reported that termly pupil progress meetings are held to discuss each child.
- The interventions taking place include Lexia, Catch up Literacy and Numeracy, reading intervention groups, phonics lessons and the school has hired an external speech therapist. Wider strategies include the forest school teacher attending school weekly, learning mentors have been allocated more time to support children with SEMH needs, the Attendance Lead spends half a day a week focussing on attendance, which has shown an improvement on this time last year and the school also subsidises 10% of the cost of school trips.

Q: How confident are you that you have captured all children eligible for Pupil Premium and what strategies are in place to identify the children?

A: We include an application form and flier in welcome packs and there is a poster up in school. We also hand fliers out at parents evening and make sure there are iPads available for parents to apply whilst they are there. Class teachers are also aware of any parents incurring debts with school dinners so that they can have a conversation to advise about free school meals.

Miss Julien was thanked for her extensive report and she left the meeting.

54. REPORTS FROM COMMITTEES

The minutes for the following meetings had been circulated to governors.

- Standards and Effectiveness 7th January 2025
- Resources 14th January 2025

55. HEAD TEACHER'S REPORT

The Head Teacher's report had been circulated prior to the meeting. The following discussion took place:

(a) Attendance

The Head Teacher was pleased to note that attendance was currently in line with National. However, Persistent Absence was slightly above. A full attendance review was included in the report.

(b) SEND

A SEND report had been included detailing SEND numbers as well as the key actions to raise progress and attainment of SEND throughout school.

(c) Premises

A number of premises issues were reported.

Governors were advised that a recently installed pump on the hot water system had failed. The LA would be fitting a replacement pump which would hopefully remedy the long-standing issues the school has had with hot water.

(d) Parent Survey

The results of the parent survey were included in the report.

(e) Staffing

A full staffing update was included in the report.

Q: Are children on SEN support also on the SEN register?

A: Yes they are.

Q: How many attendance penalty notices have been issued?

A: 14 have been issued so far.

Governors discussed the reasons for the term time holiday requests.

Q: Are you able to enforce any penalties if a parent has claimed their child is sick but you have evidence they are away?

A: It would be very difficult to manage this.

The Head Teacher reported that an update had gone out to parents to advise of the new procedure for fines for term time holidays.

The Head Teacher was thanked for his report.

56. SCHOOL DEVELOPMENT PLAN UPDATES

A curriculum review had been carried out by an Educational Consultant and Ofsted Inspector. This had been arranged by the Trust in order to inform future curriculum development.

The reviewer had spoken with Senior Leaders, discussed knowledge organisers and carried out a learning walk round school. She had also fed back on outcomes in terms of Reading, looked at Science and DT and provided feedback on these areas. The full report had been shared with governors prior to the meeting.

57. STANDARDS OF ATTAINMENT

PiXL tests had taken place in all year groups and were currently being marked. The Head Teacher provided the following data update:

- 49% had achieved the expected standard in Year 6 Maths with a lot pupils very close.
- 51% had achieved the standard in Reading, 55% in Grammar and 44% in Writing.
- 11% had achieved Greater Depth in Maths, the target was for at least 25%.
- 11% had achieved Greater Depth in Reading, the target was for at least 25-30%
- 7% had achieved Greater Depth in Grammar and 2% in Reading.

Q: How does the data compare to last year at this stage?

A: It is similar, but slightly lower in Maths.

58. SAFEGUARDING

A full update had been provided in the Head Teacher's report.

59. GOVERNING BOARD DEVELOPMENT: ACTIONS AND PRIORITIES

Mrs Karolia and Ms Kauser had met with the Head Teacher to look at the skills audit.

They had looked at the weaker areas and strengths as a Governing Body and will be putting together an action plan as a result.

60. FINANCIAL MANAGEMENT AND MONITORING

(a) Complete /Approve SFVS

Governors were informed that this had been amended from last year to reflect where the school is now.

RESOLVED: That the SFVS be approved and signed by the chair.

(b) Financial Benchmarking

Benchmarking information was shared. The following key points were highlighted:

- The Head Teacher noted that this showed that the school did not spend excessively higher than similar schools in any areas.
- The biggest expenditure was noted to be educational supplies, ICT and utilities. All other areas were broadly in line.

- Staffing costs in terms of pounds per pupil showed that the school was in the top third with similar schools in teacher costs. The Head Teacher stated that this is due to experienced staff, the majority of whom are on the Upper Pay Scale.
- Teaching and support staff costs were in the middle.
- Supply costs were at the lower end.
- Educational Support staff costs were slightly lower than some similar schools with non-educational support staff in the middle.
- Educational supplies costs were proportionally higher than similar schools.
- Maintenance costs were low and energy costs were average.
- Catering costs were also low.

Governors agreed that the majority of costs were broadly in line with educational supplies the only area the school could look to reducing costs.

Governors discussed the difficulty with staffing in the office and recruiting.

Q: Do you do any benchmarking in terms of sustainability?

A: No this is not something we have done.

The Head Teacher reported that the school has an expected underspend of £20,000 due to some staffing reductions and not paying staff absence insurance.

61. REVIEW OF POLICIES

Policies had been circulated prior to the meeting.

(a) Teacher Appraisal Policy

RESOLVED: That the Teacher Appraisal Policy be approved.

(b) SEND Report

RESOLVED: That the SEND Report be approved subject to some slight amendments as discussed.

62. SCHOOL SELF-EVALUATION 2024/25

The Head Teacher reported that all aspects of practise in school remain good with some outstanding areas. He advised that he will be updating the SEF to the Trust format and will share with governors once complete.

63. WELLBEING AND MENTAL HEALTH

Governors were informed that staff are feeling strained at the moment due to the school being without a Business Manager and new staffing in the office. The Head Teacher advised that he is providing time for them wherever possible and taking headship time whenever he can.

64. ACADEMISATION UPDATE

Academisation was on track for 1st April 2025. The Head Teacher stated that regular progress meetings are held with the Trust and the DfE Project Lead.

A TUPE meeting had been held with staff on 23rd January. This was attended by the Chair, Kirklees HR and Union Reps from NEU and Unison. Staff were given the opportunity to ask any questions. They had been reassured that wages and length of service were protected and they would not have to move to different schools within the Trust. Governors were informed that the new school logo design had been agreed.

65. CLASS SIZES

The large class sizes in Years 3 and 6 were discussed. Governors were informed that some parents had raised concerns around the size of the class in Year 3. The Head Teacher stated that he feels this is no longer sustainable and with savings to be made in staffing there is some flexibility to recruit a class teacher to join Year 3 in April, who will then move up with the class in Year 4. He advised that he was also looking at different options for the Year 6 class, such as a part time member of staff working in the class on a morning until SATs.

Governors discussed these plans and agreed that they would be beneficial for both children and the class teachers' wellbeing.

Q: Would the part time member of staff be targeting specific children?

A: Possibly, we need to consider how it will work.

66. GOVERNOR TRAINING AND GOVERNOR VISITS

The following training and visits had been reported:

- Mrs Karolia had completed the third part of the Chair course.
- Ms Kauser had completed her induction training.
- Mrs Talib had carried out a Pupil Premium visit.
- Mr Miller and Ms Kauser had visited regarding reading and vocabulary.

ACTION: Mrs Prince was to organise an Attendance Governor visit.

67. ANY OTHER BUSINESS

Nothing had been raised to discuss under Any Other Business.

68. DATES OF FUTURE MEETINGS

RESOLVED: That future meetings of the Governing Board be held at 5.00 pm at the school on the following dates:

- (ii) Tuesday, 20 May 2025
- (iii) Tuesday, 1 July 2025

69. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these agenda, minutes or related papers be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act.

ACTION LOG:

Minute Reference	Action	By Whom
52 (a)	<u>Declaration of Business Interest</u> Mr Chothia is to complete the declaration.	Mr Chothia
52 (b)	<u>Safer Recruitment Training</u> Complete the training.	Chair
52 (d)	<u>Safeguarding</u> Complete safeguarding training.	Mr Chothia
66	<u>Governor Visits</u> Organise an Attendance Governor visit.	Mrs Prince