

Federation of Beckwithshaw and Kettlesing Felliscliffe Primary Schools and Ripley Endowed Church of England Voluntary Controlled Primary School

**Meeting of the Full Governing Body held on
Tuesday 15th July 2025 at 6.00 p.m. at Ripley Primary School**

MINUTES

Present: Victoria Kirkman (VK) – Executive Headteacher, Joanne Heyworth (JH) – Chair, Hannah Lear (HL), Michael Harrison (MH), Elizabeth Alder (EA), Reverend Paul Harford (PH), Chris Stone (CS), Jade Carr (JC), Eloise Foster (EF)

Apologies: Three were none. Reverend Paul Harford did not attend the meeting.

In attendance: Joanna Brookes (JB) – NYCC Clerk, Karen Taylor (KT) – School Bursar

Governing Body functions:

Ensuring the vision, ethos and strategic direction of the school are clearly defined.

Ensuring that the Head Teacher performs her responsibilities for the educational performance of the school.

Ensuring the sound, proper and efficient use of the school's financial resources.

	Key Actions	
7.	CS to support with history, geography and PSHCE in autumn 2025.	
	VK to assign policies to governors for ratification in the autumn term when specific governor responsibilities and roles are assigned.	
8.	FGB meeting dates for the 2025-26 academic year to be an agenda item at the September FGB meeting.	
12.	VK to include a breakdown of the number of suspensions in key groups (SEND, PP and gender) across the three schools.	
13.	VK/EF to consider how best to share data with governors that will highlight progress in addition to attainment.	
	VK to reflect on the current detail of assessment data and the impact of this on staff.	
	VK to advertise the schools' excellent SATs results in August.	
16.	VK to ensure that governors receive details of how to complete KCSIE and Prevent training in September.	
	EA to share the slides from the recent LA Network meeting with governors.	
20.	HT performance management panel and dates to be agenda item at September meeting.	
22.	MH to liaise with VK to establish a Teams channel for governors.	
PART 'A' - PROCEDURAL		
1.	Welcome and Introductions JH welcomed everyone to the meeting. Apologies No apologies had been received.	Actions
2.	To note the rules about confidentiality The Chair reminded governors of the confidential nature of the meeting and that other people's views should be respected.	

3.	Declarations of Interest for any agenda item. There were none.	
4.	Notification of urgent other business The setting up of a Teams Channel for governors.	
5.	To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection. Item 20 was deemed to be confidential and recorded in a separate confidential minute.	
6.	To approve and sign the minutes and confidential minutes of the meeting on 20th May 2025. The minutes and were approved as an accurate record and signed by the Chair.	
7.	Matters arising from consideration of the minutes not covered by the agenda items. <ul style="list-style-type: none"> • CS to support with history, geography and PSHCE. This will be undertaken in autumn 2025. • VK to assign policies to governors for ratification. This will take place in the autumn term when specific governor responsibilities and roles are assigned. 	CS VK
8.	Meeting Dates for 2025-26 The first meeting of the 2025-26 academic year will take place at 6pm on Tuesday 16 th September 2025 at Kettlesing School. Governing Body meeting dates for the remainder of the academic year will be set at this meeting.	Chair/Clerk
	PART 'B' – SCHOOL IMPROVEMENT	
9.	Finance: Detail and Summary Reports for June 2025 <ul style="list-style-type: none"> • Ripley • Beckwithshaw • Kettlesing <p>KT updated governors on the current financial position of each of the three schools, including variations in income and expenditure from the start budget. It was noted that a school budget support grant towards the cost of the pay rise for teaching staff had been received. However, this income does not cover the total cost of the pay rise. A pay increase for support staff is yet to be agreed.</p>	

10.	<p>End of year reports: Governors had been provided with the following reports prior to the meeting:</p> <ul style="list-style-type: none"> • Pupil Premium Reports • Sports Premium Reports • Federation Development Plan 2024/26 <p>Q. Is the allowance for pupil premium pupils and children of those in the armed forces the same? A. No, the funding is different for each group. The allocation and spending in relation to service children is included as part of the pupil premium report.</p> <p>VK informed governors that the use of Sports' Premium Funding to support wrap around care provision is proving highly effective and good value. Pupils are benefitting from a range of physical activities and support with health and wellbeing.</p> <p>VK reported that oracy is now a significant strength of the school. Targets for oracy on the SDP will be reviewed and further developed going forward.</p>	
11.	<p>Executive Headteacher's Report Governors received the report prior to the meeting. Governors noted the significant reduction in the number of accidents at Ripley School due to changes that have been successfully implemented. They expressed their appreciation of the constant focus of staff to ensure the health and safety of pupils.</p>	
12.	<p>Review of Headteacher Report Format Governors agreed that the format and level of detail in the report was helpful.</p> <p>Q. Would it be possible to break down information around suspensions into specific groups of pupils eg. SEND? A. Given the small number of pupils in each school there would be a danger that doing this would result in pupils being easily identified. However, it would be possible to do this for all three schools together as this would significantly reduce the chance of this happening. Governors agreed that in future, the EHT report would include information on suspensions for all three schools combined. This would break down the information into the key groups of SEND, PP and gender.</p>	VK
13.	<p>End of Year Data: VK reported that the end of year data is extremely positive with Beckwithshaw School being amongst the very highest performing schools in the Harrogate area and Ripley and Kettleasing Schools also demonstrating very good results. Governors acknowledged the hard work of staff and pupils, alongside excellent behaviour and attitudes to learning, to ensure these results.</p> <p>MH joined the meeting at 6.32pm</p> <p>Q. Why are the results at Beckwithshaw so strong and above those of Ripley and Kettleasing? A. Pupils at Beckwithshaw begin their time at school from strong starting points. This, added to strong progress during their time at school, ensures excellent outcomes for pupils.</p> <p>Governors were informed that there had been some professional lack of agreement concerning the KS2 writing moderation that had been undertaken. VK has written to Linsey Miller to raise concerns regarding this.</p>	

	<p>Q. Is there a way that data can highlight progress as well as attainment, including that for specific pupil groups such as PP?</p> <p>A. This is something that VK and EF can look at going forward.</p> <p>Q. Are the boys slightly behind the girls in attainment?</p> <p>A. The curriculum has been developed to support the closing of this gap and is already having a positive impact.</p> <p>Q. The school data provided is extremely detailed. Is this too much work for staff and is this level of detail necessary?</p> <p>A. VK explained the assessment process and how this information is recorded by staff. She agreed to reflect on the current processes and the impact on wellbeing with staff and make any appropriate adjustments.</p> <p>Governors agreed that the schools' excellent SATs results should be publicised.</p>	<p>VK/EF</p> <p>VK</p> <p>VK</p>
14.	<p>SEND Update</p> <p>It was noted the use of iSEND is having a positive impact. The setting of individual objectives highlights progress and identifies gaps in learning. Teachers ensure that aspirational targets are being set for pupils. From September, iSEND will cover maths, English, science and personal and social development. It is hoped that the Federation will be able to work with another school on this as part of the moderation process.</p> <p>Q. How many EHCPs are there across the Federation?</p> <p>A. Nine. This is likely to increase in the autumn term.</p> <p>VK reported that, from September, there will be a focus on targeted staff training around SEND. This will ensure that staff are trained in areas specific to the needs of pupils at their schools. It is also hoped that there will be a focus on training with regards to the medical approach to SEND needs.</p>	
15.	<p>Reports:</p> <p>VK reported that an external visit from a serving Ofsted Inspector had been extremely positive and specifically praised EYFS. Advice was provided around how to move the Federation schools from good to outstanding. A further visit will take place next academic year once the inspector's recommendations have been implemented. The report provided is an excellent validation of the work of staff and an acknowledgement of the schools' journey towards being outstanding. The SEF will be written in December after changes to the Ofsted report system has been clarified.</p>	
16.	<p>Governor Matters</p> <p>It was noted that HL had agreed to continue in her role as staff governor for another 3 years, to complete a full term of office.</p> <ul style="list-style-type: none"> Training and training log updates <p>Governors were informed that the necessary training to be completed with regards to KCSIE and Prevent will be sent to them in September.</p> <p>EA reported that she recently attended the LA's Governor School Improvement Network meeting and will share the slides with governors.</p>	<p>VK</p> <p>EA</p>

	<p>Governors were reminded that the Governance Annual Conference will take place on 18th October 2025.</p> <ul style="list-style-type: none"> • Monitoring Visits <p>MH had undertaken a monitoring visit to consider SEND needs and provision at Ripley School. The report had been shared with governors prior to the meeting and verbal feedback was provided at the meeting.</p> <p>Q. Do colour coding charts with regards to behaviour have an impact on the behaviour of SEND pupils?</p> <p>A. SEND pupils understand the significance of being at a gold level on the behaviour chart and this does generally have a positive impact on behaviour.</p>	
17.	<p>Policies and Risk Assessments due for review or ratification:</p> <ul style="list-style-type: none"> • Lockdown Policy Ripley School <p>This has been amended in light of previous discussions. The police will visit school to explore the use of codes as part of this policy. Governors agreed to adopt the policy.</p>	
18.	<p>Safeguarding</p> <p>Governors noted that a positive safeguarding visit by the LA had taken place at Beckwithshaw School.</p>	
19.	<p>Health and Safety Issues</p> <p>VK updated governors on the work that will be undertaken over the summer holidays.</p>	
20.	<p>Staffing:</p> <p>EF and JC left the meeting at this point.</p> <ul style="list-style-type: none"> • Consideration of UPR/TLR applications <p>This item was covered in a confidential minute.</p> <ul style="list-style-type: none"> • Agree/confirm HT performance management panel and date for PM review <p>It was agreed to move this to the meeting to take place on 16th September 2025.</p>	Clerk/HT
21.	<p>Correspondence</p> <p>There was none.</p>	
22.	<p>To consider any other business from item 4 above</p> <p>It was agreed that MH would set up a Teams Channel for governors and liaise with VK as appropriate.</p>	MH/VK

Date of Next meeting:

Tuesday 16th September 2025 6pm at Kettlesing School

The meeting closed at 7.53pm

Signed: (Chair)

Date: