

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

**Minutes of the Full Governing Body to be held on
Wednesday 15th July 2026 at 6pm at Ripley Primary School**

Present: Jo Heyworth (JH) – Chair; Victoria Kirkman (VK) – EHT; Elizabeth Alder (EA); Michael Harrison (MH); Chris Stone (CS) – via Teams; Paul Harford (PH); Hannah Lorains (HL).

In Attendance: Joanna Brookes (JB) – Clerk to Governors

Actions from the meeting:

- 12. Explore opportunities for providing external supervision for staff with regards to safeguarding and child protection issues as appropriate.** VK
- 16. Amend the listening ladder and scrutinise other resources with pupils.** HL

1.	Welcome JH welcomed everyone to the meeting. Apologies: There were no apologies.
2.	To note the rules about confidentiality These were duly noted. Governors were reminded that meetings were not to be recorded.
3.	Declarations of interest for any agenda item: A letter from MH had been received. This is considered under item 6.
4.	To receive notification of any other urgent business. There was none.
5.	Previous minutes: To approve as a correct record and sign the minutes of the previous meeting held on 19 th May 2026 and the confidential minutes of the meetings on 24 th March 2026 and 22 nd April 2026. Governors approved the minutes as a correct record, and they were signed by the Chair.
6.	Matters arising from consideration of the minutes not covered by any other agenda items. Item 8. MH had provided a written response to the request that he sign the bank mandate and handover the accounts for the Friends of Kettlesing School (FOKS) to those taking over responsibility for it. The letter was shared with governors. It was noted that MH's correspondence stated that the minutes said that he 'must' sign this mandate when the minutes recorded it was requested that he do so. He explained that the FGB had no authority to demand this, given the charitable status of FOKS.
7.	Finance: VK provided an update on the balance carry forward for all three schools as of June for Ripley and May for Beckwithshaw and Kettlesing. It was noted that by the end of 2027 the existing funds for Kettlesing will have been utilised as there will be only 7 pupils at the school at the beginning of the 2026-27 academic year which will significantly affect budget income going forward.

	MH joined the meeting at 6.08pm A comprehensive picture of the Kettlesing budget will not be clear until the October 2026 census has taken place. Q. Are there any significant financial projects planned for next academic year? A. Due to increasing numbers we will need to purchase 30 new Chromebooks for Beckwithshaw. We also want to convert the upper space at Ripley School to provide a classroom, staff room, kitchen and bathroom facilities and storage space. Ripley Trustees have agreed to this space being utilised. We are in discussions with the LA about financial support for the project, but the school is also likely to have to make some contribution to costs. It is hoped that the new classroom will be ready for September 2027. Q. If Ripley and Beckwithshaw reach their PANs will there be sufficient space to accommodate pupils? A. The new space will be sufficient for Ripley. The PAN for Beckwithshaw is 120 and there will be 100 pupils from September. The hall is already being used as a classroom, and we can use the church and village hall, if necessary, as the community is very supportive of the school.
8.	Executive Headteacher's Report Governors had received the report in advance of the meeting. Key points of discussion from the report were recorded in a confidential minute.
9.	SEND update VK provided an update for governors including the developing roles of staff. This is ensuring that SEND provision in the schools is excellent. There has been a focus on building the expertise and experience of all staff; this has included class teachers taking responsibility for referrals to the SEND Hub. Some staff, other than the SLT, have been involved with the writing of EHCARs. Consequently, there is now very good succession planning in place regarding SEND provision in the schools. It was noted that the schools have had significant success in EHCPs being awarded. Feedback from the SEND questionnaires has also been very positive. EA has undertaken a SEND monitoring visit and will report on this at the next FGB meeting. Q. How will the EHCP application process change in light of the White Paper? A. It is likely to be difficult to obtain EHCPs for pupils in mainstream provision. There will an expectation to have adapted provision without EHCP funding. Going forward, EHCPs are likely to only be granted for medical needs or for very high SEND needs that require educational provision within a special school setting. This is likely to impact school budgets going forward as schools will be expected to provide adaptive provision without additional income.
10.	Outcomes 2026 Data not available at the time of the meeting due to national delay with the circulation of data. Q. Will we see iTrack and iSEND data in the autumn term? A. Yes. Staff have also completed subject action plans and enrichment documents which are already available on the website. SATs results will be available tomorrow and will be shared with governors.
11.	Health and Safety

	VK provided governors with an update on the planned building improvement works that will be carried out at the schools over the summer holidays. EA has undertaken an H&S monitoring visit. The report will be shared with governors in the autumn term. Q. How are the extreme temperatures being managed at the schools? A. Members of the community and PTA have supported schools with fans, gazebos, ice lollies etc to ensure that all remain cool. Going forward there is the possibility of having air conditioning incorporated into the renovations of the upstairs of Ripley School and the PTA has offered to purchase air conditioning units for schools if needed.
12.	Safeguarding It was noted that there has been an increase in complex child protection cases. These can have an impact on staff wellbeing. At times there are also frustrations associated in ensuring that professional agencies play their part in keeping pupils safe. Q. Are pupils being appropriately supported? A. Yes, staff have worked hard to support pupils and families and there has been additional support from external agencies including social care and family support officers. Governors discussed the impact of these cases on staff. VK explained that those on the SLT cope better as they have more experience with such cases and are therefore more resilient. Governors questioned whether external professional supervision could be put in place to support staff. The issues do not only affect DSLs but can impact all staff that work with these pupils and families. This is especially true in small schools where staff know their families very well. It was agreed to explore the possibility of being able to access external supervision for staff as needed. Action.
13.	Reports VK updated governors on attendance. The SEA report on SEND and Inclusion for Beckwithshaw School was shared with governors.
14.	Elective Federation Offer (Clubs) Parents and pupils were consulted as part of the process to decide which clubs should be offered to pupils. The clubs will include choir, art and craft activities, life skills and finance (enterprise club) as part of the core offer as well as many other clubs such as archery and golf. PH suggested that some of the pupils might like to join the local church choir and it was noted that several pupils sing in Ripon Cathedral Choir.
15.	Governor Matters • Training and Training Log updates VK and JH have discussed the co-opted governor vacancy. It will be important to seek a governor with a skill set that will benefit the Board. JH and VK are exploring options to find the most suitable candidate. A governor with responsibility for safeguarding will need to be appointed.
16.	Policies and Risk Assessments Behaviour Policy A discussion took place about the use of the behaviour chart as a generic chart that did not necessarily accommodate the needs of all learners. Governors also discussed the requirement to look to demonstrate listening and how this might be difficult for some neurodivergent children. It was noted that this listening ladder is from the

	national agenda for oracy. It was agreed to remove the requirement to look from the listening ladder. HL will explore whether any further changes should be made and will include pupils in the process as part of their work demonstrating courageous advocacy. Allergens Policy EYFS Policy Attendance management policy and guidance It was noted that the policy should refer to 'medical professional' and specifically 'GP'. Complaints' Policy The policies were approved and adopted.
17.	Outcome of complaint Governors were informed that a Stage 1 complaint had been investigated by an independent governor. The complaint was not upheld. The complainant has been informed of the outcome.
18.	Correspondence Received JH reported that correspondence had been received from NYC Governor Support Services and the Diocese to thank the Board for their work over the past academic year. JH expressed her personal thanks to governors and to school staff for all that they do for the schools. Other correspondence is recorded in a confidential minute of the meeting.
19.	Dates of meetings for 2026-27 academic year Tuesday 15th September 2026 Tuesday 24th November 2026 Tuesday 26th January 2027 Tuesday 16th March 2027 Tuesday 18th May 2027 Tuesday 13th July 2027
20.	To consider any business from item 4 above There was none.
21.	Confidentiality 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. Part of item 18 was deemed confidential and is included in a confidential minute of the meeting.

The meeting ended at 7.40pm

Date of Next meeting: Tuesday 15th September 2026 at 6pm

Please send any apologies in advance to the Chair j.heyworth@rbk.n-yorks.sch.uk; and Clerk joanna.brookes@northyorks.gov.uk and Victoria Kirkham vkirkman@rbk.n-yorks.sch.uk