




<p>Joint</p> 	 <p style="text-align: center;"><b>THE FELLOWSHIP OF ALL SAINTS KIRKBY OVERBLOW AND NORTH RIGTON CHURCH OF ENGLAND PRIMARY SCHOOLS</b></p> <p style="text-align: center;"><b>Meeting of the Joint Local Governing Body</b> <b>17<sup>th</sup> September 2025, 5pm at All Saints</b></p>	
<b>MINUTES</b>		

<p><b>Governing Body Core Functions</b>  <i>Ensure the vision, ethos and strategic direction of the school is clearly defined</i>  <i>Ensure the Headteacher performs their responsibilities for the educational performance of the school</i>  <i>Ensure the sound, proper and effective use of the school's financial resources</i></p>	
<p><b>Present:</b> <b>Amber Andrews</b> (AA) Headteacher; <b>Joanne McCudden</b> (JMc) Chair of Governors; <b>Emily Boughan</b> (EB); <b>Sophia Gardiner</b> (SG) Staff Governor and Assistant Headteacher, NR; <b>Sarah Honey</b> (SH) Staff Governor and Assistant Headteacher, ASKO; <b>Helen Laflin</b> (HL); <b>Emma Littlewood</b> (EL); <b>Mark Wilkinson</b> (MW) <b>Stroma McDermott</b> (SMc); <b>Fiona Parish</b> (FP); <b>Gerri Elliot</b> (GE)  <b>Apologies:</b> <b>Sarah Barnett</b> (SB)  <b>In Attendance:</b> Jane Goodwin (JG) CEO; Leanne Eaton (LE) NYC Clerk</p>	
<p><i>The meeting opened at 5pm</i></p>	
<p><b>1</b></p>	<p><b>Welcome, apologies and opening prayer</b>  JMc opened the meeting.  <ul style="list-style-type: none"> <li>- SMc gave an opening prayer.</li> <li>- Apologies were received from SB. This was consented to.</li> </ul>   JMc welcomed GE, new Co-opted governor, and introductions were made.</p>
<p><b>2</b></p>	<p><b>Election of Chair and Vice Chair</b>  JMc was unanimously voted in as Chair, and EB was unanimously voted in as Vice Chair.</p>
<p><b>3</b></p>	<p><b>Meeting administration</b>  <b>Declaration of interests:</b> None  <b>Determination of any confidentiality matters:</b> one item in AOB  <b>Any other business:</b> None</p>
<p><b>4</b></p>	<p><b>Minutes arising from the governing body meeting on 09.07.2025</b>  These were agreed as a true record for JMc to sign, a copy to be filed in each school and posted on the school website.</p> <p><b>Update on actions/matters arising</b>  <u>Appointments</u>  Looking for a new Co-opted Governor for All Saints. SH reported that the circumstances of the individual she had in mind have now changed so she has not approached them. It was agreed there needs to be an ASKO presence on the board and further thinking will be done around this, but whoever fills the position needs to be able to commit to the time required for meetings and governor visits.</p>

**Headteachers verbal update**

AA updated on the following:

- Return to both schools has been positive and all have settled in well.
- Training day on 1<sup>st</sup> September with a focus on safeguarding, spirituality and behaviour. Keri Sanden (Safeguarding lead at YCST) led a session on behaviour, and supported with refinements to the new Behaviour policy, which will be shared at the next FGB.
- Reception classes – 13 at North Rigton and 16 at All Saints. We have also had transfers into Y4 and Year 1 at North Rigton, with potentially 3 more children to arrive in the next few weeks.
- Maternity cover teacher (Miss O'Brien) has settled in well in the Y1/2 class at All Saints.
- New heating and air conditioning units have been installed at All Saints; and new fencing and playground equipment installed at North Rigton. The new playground was covered by the local press, and we have had some good press coverage.
- At North Rigton, Pears and Busy Bees have swapped classrooms which enables the Y1/2 children to have access to outdoor space during class time.
- A long serving TA at North Rigton handed her notice in the day before we returned for the autumn term. We currently have 2 supply TA's with a recruitment process under way. We are currently fully staffed at All saints.
- Comprehensive schedule of trips and enrichments activities planned for the autumn term. Governors are invited to attend any of these and write ICE forms.
- Stay and Play sessions planned at both schools for prospective parents and we are already taking bookings for show arounds.
- Planned visits from Pam Acheson (Diocesan advisor), Mike Smit (School advisor) and Mark Colbourn (YCST SIA). Focus of the visits will be on priorities identified in the Fellowship development plan, which include Adaptive Teaching and Oracy, Spirituality, behaviours and attitudes, writing and raising attainment. The FDP will be shared at the next meeting.
- All Saints will be inspected by SIAMS this year, and North Rigton are due Ofsted this academic year. YCST have organised for an Ofsted review to take place by Sian Brough Jones on 26.11.25.
- New Ofsted schedule has been released - this includes new areas of inspection, new outcomes and a new report card for parents. Inspections are currently paused and will resume in December/January. There will be training for governors in due course.
- Finally, the best new of all, we have All Saints twins! Mr. & Mrs. Anderson (class teachers at All Saints) had their twins during the summer holidays – Albert & Stanley.

AA invited questions:

*Q: It's great that Pears have a new outdoor area – is there any scope to put canopies over the area to make it 'all-weather'?*

*A: We are getting some gates to make the area secure, so the children don't go near the bins. We can investigate the canopies too.*

JG informed governors that the DfE have now approved the purchase of the field at so this progressing.

Spirituality for SIAMS

AA shared a presentation on Spirituality, covering the following:

- Spirituality is a big focus in SIAMS and we need to ensure everybody in the fellowship understands it.
- **Opportunities for children and staff to flourish:** our values are 'Grow, Blossom and Flourish.'
- **Everyone should be aware of the vision and values of the school:** everyone is aware of the Christian Values of the school.
- **Foster a shared understanding of Spirituality:** this is the area we need to do further work on.
- Spirituality should be integrated across the curriculum and collective worship and provide space for reflection.

- Various definitions of Spirituality were shared: dictionary, Church of England, Muslim and Humanism, showing that Spirituality differs for different people.
- It is key we have a working definition of Spirituality in the school and AA shared what has been created:
  - Look IN (Self)
  - Look OUT (Others)
  - Look AROUND (World and Beauty)
  - And all ABOUT (Beyond)
 AA has made this into a rhyme so it is easy for the children to remember, and there will be posters put up around school, once they are finalised.

Governors commented that AA had summarised the area well, and brought everything together, making it easy to understand.

### **2025 summer data**

End of year data had been shared on Governor Hub and the following was highlighted:

#### **All Saints (SH):**

- Y6 was a cohort of 4 children; 2 of which have been on the SEN register since Year 1, and one was also Pupil Premium.
- 100% achieved ARE in Reading and 50% achieved GD (the two on the SEN register). Noted that this was great progress for these two children.

*Q: Did it help having a small cohort for the two SEN children?*

*A: Yes – if we'd have had a larger cohort, it is unlikely they would have made as much progress.*

- Writing was moderated. 50% of the children achieved ARE – the two SEN children did not achieve ARE.
- Governors noted the progress that the children have made, and that final data is not always reflective of this. SH reported that the Fisher Family Trust (FFT) can produce reports that show the value added and progress made. Data is currently being checked for accuracy and once this is done, we can get analysis and reports from the FFT.
- EYFS: data is down from last year (5/16 didn't meet GLD). There are a couple of children who didn't meet in writing, but they were just on the cusp, and they are not significantly behind.

*Q: Is this on the baseline assessments?*

*A: Yes so the teacher can see the progress made.*

*Q: 0% are SEN – is this because it is too early to assess them?*

*A: Generally, yes. It can take a while but it depends on individual children. We have provision maps so we can see the overview of any vulnerabilities e.g. summer born, pupil premium etc.*

*Q: What will the provision in Year 1 be for those who did not meet GLD?*

*A: We will have writing interventions in year 1.*

*Q: Do you communicate this information to parents?*

*A: Yes – all data/results are reported to parents at the end of the school year in the school reports. Parents can then speak with teachers if they have any concerns.*

- KS1 writing is in the SDP.
- We are confident we have the correct Reading scheme in place.

- It has been noted that there is a drop in the capabilities of children coming into Reception nationally and this impacts on all subjects.

*Q: With the Y4 multiplication check, why was there such a low pass rate?*

*A: We did maths assessments across the Trust before the checks, and they were all expected to pass. The results of the check were interesting as there were some high scores and some really low scores. We have looked at the reasons why this happened, and we have flagged the children that the results are not consistent with.*

*Q: To increase writing outcomes, is setting writing homework an option?*

*A: We observed from lockdown that writing was the one area that wasn't supported well at home. Experience of setting writing homework doesn't tend to give any better results. We will look at something that sits alongside the sentence progression work and we need to find the right balance of what is effective at home and what will make a difference to outcomes.*

#### North Rigton (SG):

- EYFS: baselines were quite low, and it was a diverse cohort, with lots of additional need, some of which hadn't been identified in Nursery.
- Y1 phonics: We have assessed the Read Write Inc scheme, and we have ordered new books to support the children.
- Y2: 11 in the cohort, two of which are having ECHAR's submitted, but their progress over time has been really good.
- 3 Y2's did the phonics re-check, and they all passed.
- Y4 multiplication checks: we have done a lot of work on this and 90% of children got over the threshold.

*Q: Do you teach maths the same at both schools?*

*A: Yes, and that is why the outcomes from the Y4 checks are puzzling. The only difference is that North Rigton used laptops, and All Saints used I-pads. SH will investigate using laptops next year.*

*Q: Did the children who needed to attend the after-school club for maths attend?*

*A: Yes – we had a great uptake.*

- Y6: some children who we expected to reach ARE didn't meet and this can happen for many reasons e.g. nerves. We have gone through the results and created key priorities, baselined all the children, and looked at strengths and weaknesses. We are focusing on each child so we know what we need to do to support them.

*Q: Is it worth looking at the SATS papers?*

*A: We have already done this – our curriculum coverage is good, and we are looking at additional systems to support this (Oak National Academy). The Trust are also looking at the suitability of White Rose Maths.*

*Q: How have you fed the results to Mark Colbourn and how is the Trust supporting the strategy?*

*A: All data is shared with the Trust, and we discuss the outcomes. Mark is coming to school on Friday, and we will review the data. We will also share the current Year 5 outcomes. The cohorts coming through the school are much stronger.*

*Q: How do you support the children on the cusp?*

*A: We offer a SATS club to all Y6's.*

	<p><i>Q: Do the children get nervous on the day of the tests?</i>  <i>A: Some do but we do practice tests throughout the year, so they are familiar with the process.</i></p> <p>JG advised that Mark will also visit in the Spring term to review progress and take a view across the Trust. The analysis done with data takes time, but it is very beneficial.</p> <p>Governors acknowledged the hard work that has been done to get the children to where they are and passed on thanks to staff.</p>
6	<p><b>YCST Update</b>  JG provided the following update:</p> <ul style="list-style-type: none"> <li>• Masham Primary school is on track to join the Trust on 1<sup>st</sup> November.</li> <li>• New CFO (Kate Davison) is visiting all the schools in the Trust. JG noted thanks to everyone who has supported her with Payroll checks.</li> <li>• There will be a new financial system called IMP - this works better for budget reviews.</li> <li>• New COO (Justin Waters) will start with the Trust on 29<sup>th</sup> September. Justin will visit all the schools and carry out an operational review across the Trust.</li> <li>• Overall, a strong start to the year with good results across the Trust.</li> </ul>
7	<p><b>Safeguarding</b>  SG had shared a presentation on Governor Hub for governors covering:</p> <ul style="list-style-type: none"> <li>• Changes in Keeping Children Safe in Education (KCSiE) – this was shared with staff on the inset day in September.</li> <li>• Updates on RSE guidance – changes to be implemented by September 2026.</li> <li>• Online safety – 3 new areas: <ul style="list-style-type: none"> <li>○ Misinformation.</li> <li>○ Disinformation.</li> <li>○ Fake News.</li> </ul> </li> </ul> <p>We need to explicitly teach children about these.</p> <p>It was noted that parents also need to understand misinformation in order to support the children.</p> <ul style="list-style-type: none"> <li>• Safeguarding session is booked with Keri Standen for an online safety session with parents.</li> </ul> <p><i>Q: Will this session be recorded so parents who can't attend can still access?</i>  <i>A: Yes.</i></p> <ul style="list-style-type: none"> <li>• Looked at A.I in schools and the implications. We are encouraging staff to experiment with Co-Pilot – that is the only approved software.</li> <li>• We will not use A.I with the children yet but this is likely to happen in the future.</li> <li>• Noted that children may be accessing A.I at home.</li> </ul> <p><i>Q: What is the stance on Smart Phones?</i>  <i>A: We are encouraging parents to sign up to be a Smart Phone free school. We will ask Keri to cover this at the online session.</i></p> <ul style="list-style-type: none"> <li>• Filtering &amp; Monitoring – we now use 'Lightspeed' instead of Smoothwall and this is working well.</li> <li>• We are addressing the actions and priorities that came out of the Local Authority Safeguarding Audit.</li> </ul> <p><i>Q: What is Martyns Law?</i></p>

	<p><i>A: Following the Manchester Arena bombing, it is a process for evaluating safe evacuation processes. This links with out H&amp;S and Lockdown policies.</i></p> <p><i>Q: Do you have an in-vacuation process?</i></p> <p><i>A: Yes – it is the lockdown policy, and we carry out practice drills.</i></p>
8	<p><b>Governor visits/meetings</b>  <i>ICE forms - Invitation, Conversation, Evaluation.</i></p> <p>AA Has amended the ICE form for this year so they are more specific. AA will circulate to governors along with the monitoring schedule. There are some specific areas we need to focus on given the looming inspections.</p> <p style="text-align: right;"><b>ACTION: AA</b></p> <p>JMc reported that her last visit was before the summer holidays to North Rigton, with a focus on SEN. 26% of children are on the SEN register. The MAT Inclusion Lead was discussed, as they have completed a SEND audit and met with our school SENCOs, looking at provision and the website. JMc reported it was a good discussion.</p> <p><i>Q: With the new ICE forms, is there an option to put a section on spirituality?</i></p> <p><i>A: This has been added.</i></p>
9	<p><b>Governor Housekeeping</b></p> <p><u>Compliance requirements</u>  All governors to complete declarations/confirmations on Governor Hub by 31 October 2025:</p> <ul style="list-style-type: none"> <li>• Declaration of Interests</li> <li>• Keeping Children Safe in Education 2025</li> <li>• Trust Governance Code of Conduct</li> <li>• Gifts and Hospitality Policy</li> </ul> <p style="text-align: right;"><b>ACTION: ALL</b></p> <p><u>Mandatory training</u>  All governors to complete the following on Governor Hub by 31 October 2025:</p> <ul style="list-style-type: none"> <li>• Safeguarding and Governance (annually or on appointment via Modern Governor)</li> <li>• Cybersecurity for schools (annually or on appointment via the National Cyber Security website)</li> <li>• GDPR for schools (every 2 years or on appointment via Modern Governor)</li> </ul> <p style="text-align: right;"><b>ACTION: ALL</b></p> <p><u>Skills audit</u>  All governors to complete on Governor Hub by 31 October 2025 – ideally update if governors feel anything has changed since they last completed. If not done in the last 12 months, please complete.</p> <p style="text-align: right;"><b>ACTION: ALL</b></p> <p><u>Governor vacancies/appointments</u>  Expiring terms of office this term:</p> <ul style="list-style-type: none"> <li>• HL 29/11/25 – HL advised she will be stepping down (term ends in October 2025). An election will be needed for a new parent governor.</li> <li>• EL 30/11/25 – EL advised she is happy to stay for one more year, during which time a replacement governor can be sought. EL will hand over safeguarding responsibility now, and will provide support to the replacement (EB).</li> <li>• MW 21/09/25 – MW advised he is happy to renew his term of office (4 more years).</li> </ul> <p><u>Committees 2024/25</u></p> <ul style="list-style-type: none"> <li>• Headteacher Performance Management: JMc will be on this committee.</li> </ul>



	<ul style="list-style-type: none"><li>Pupil Discipline, Staff Discipline/Appeals, Complaints: agreed that these committees will continue to be constituted by the Chair and the Clerk, as and when the need arises.</li></ul> <p>SH noted that the school website was missing governor attendance – this is a statutory requirement. AA/JMc will raise with TM. LE advises this can be pulled from governor hub if attendance is recorded on there.</p> <p><b>ACTION: JMc/AA</b></p>																																	
8	<p><b>Governor link roles and responsibilities 2025/26</b> The following Governor link roles &amp; responsibilities were agreed:</p> <table><tr><td></td><td><b>All Saints</b></td><td><b>North Rington</b></td></tr><tr><td>Reception</td><td>Helen Laflin</td><td>Stroma McDermott</td></tr><tr><td>Years 1&amp;2</td><td>Emily Boughan</td><td>Fiona Parish</td></tr><tr><td>Years 3&amp;4</td><td>Emily Boughan</td><td>Sarah Barnett</td></tr><tr><td>Years 5&amp;6</td><td>Mark Wilkinson</td><td>Emma Littlewood</td></tr></table> <p><u>Specific responsibilities (across both schools)</u></p> <table><tr><td>Safeguarding:</td><td>Emily Boughan</td></tr><tr><td>Pupil Premium:</td><td>Joanne McCudden</td></tr><tr><td>SEND:</td><td>Joanne McCudden</td></tr><tr><td>Health &amp; Safety:</td><td>Mark Wilkinson</td></tr><tr><td>Premises:</td><td>Mark Wilkinson</td></tr><tr><td>Collective Worship:</td><td>Reverend Stroma McDermott + Gerri Elliott</td></tr><tr><td>Wellbeing:</td><td>Fiona Parish</td></tr><tr><td>PE &amp; Sport:</td><td>????</td></tr><tr><td>Sustainability</td><td>Gerri Elliott</td></tr></table> <p>EL will organize a safeguarding handover to EB.</p> <p><b>Action: EL/EB</b></p> <p>GE &amp; JM to meet with SMc to prepare for SIAMS, however it was noted that all governors need to be prepared for SIAMS and not just the Foundation Governors. Pam Acheson (YCST) will also run a session on this for governors.</p> <p><b>Action: SMc/JM/GE</b></p>		<b>All Saints</b>	<b>North Rington</b>	Reception	Helen Laflin	Stroma McDermott	Years 1&2	Emily Boughan	Fiona Parish	Years 3&4	Emily Boughan	Sarah Barnett	Years 5&6	Mark Wilkinson	Emma Littlewood	Safeguarding:	Emily Boughan	Pupil Premium:	Joanne McCudden	SEND:	Joanne McCudden	Health & Safety:	Mark Wilkinson	Premises:	Mark Wilkinson	Collective Worship:	Reverend Stroma McDermott + Gerri Elliott	Wellbeing:	Fiona Parish	PE & Sport:	????	Sustainability	Gerri Elliott
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11	<p><b>Policies</b> None to approve.</p>																																	
12	<p><b>Correspondence</b> None.</p>																																	
13	<p><b>Meeting dates agreed for 2025/26 – all at 5pm</b> Wednesday 12 November Wednesday 11 March Wednesday 10 June Wednesday 08 July</p>																																	
14	<p><b>Further items determined for discussion at agenda Item 3</b> <i>Note – this item was confidential at the time of the meeting, but as of 19<sup>th</sup> September, the information was public, hence they are now part of the public minutes.</i></p> <p>JMc read a letter from AA – the letter was AA’s resignation informing governors she will be taking early retirement and will be leaving the role of headteacher at the end of the Spring term.</p>																																	

	<p>JG advised that there needs to be 3 governors on the selection committee, ideally with a 4<sup>th</sup> who can step in if needed. JMc will be on the committee – other governors to inform JG/JMc if they are willing to volunteer. The panel will also consist of a Diocesan advisor and Mark Colbourn.</p> <p>The aim is to conclude the recruitment process by the end of the autumn term as this allows for the relevant notice periods to be given if the successful candidate is a current headteacher. We are looking at a like for like replacement.</p> <p>Staff are aware of the AA's decision and JG &amp; JMc will write to parents on Friday.</p> <p>Governors expressed their thanks and gratitude to AA for the work she has done in the schools, and also for generous notice period she has given.</p>
<b>15</b>	<p><b>Date of next meeting:</b> LGB2: - Wednesday 12<sup>th</sup> September 5pm, North Rigton</p>
<b>16</b>	<p><b>What impact have we had since the last meeting on enhancing and strengthening our theologically rooted Fellowship vision of Grow – Blossom – Flourish?</b></p> <ul style="list-style-type: none"> <li>- Discussed spirituality.</li> <li>- Discussed how we continue to support and challenge the children to achieve their best.</li> <li>- Reviewed end of year data and aware of progress been made and areas for development.</li> </ul>

*The meeting closed at 7.05pm*