

CROSBY RAVENSWORTH C of E (Aided) SCHOOL BOARD OF GOVERNORS

Crosby Ravensworth, Penrith, Cumbria, CA10 3JJ

School telephone: 01931 715265

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FULL GOVERNING BODY MEETING

Wednesday, 8 February 2022 at 4.00pm Crosby Ravensworth Village Hall, (DMcC via Teams)

Present:

Barbara Wallis	(Chair)	(BW)	Foundation Governor
Duncan Priestley	-	(DP)	Staff Governor, ex officio
Susan Pattinson	-	(SP)	Staff Governor
Tom Cripps	-	(TC)	Foundation Governor
Sylvia Evans	-	(SE)	Foundation Governor
Karen Winder	-	(KW)	Parent Governor
Neil Hughes	-	(NH)	Local Authority
Debbie McCall (present via Teams)	(Vice Chair)	(DMcC)	Foundation Governor

Others attending:

Andrew Clement	(Clerk)	(AC)	
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Apologies:

Anna Lea	-	(AL)	Foundation Governor
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PRAYERS

BW offered a prayer.

PROCEDURAL MATTERS

Apologies:

Apologies received from: Anna Lea.

Minutes of meetings:

Governors accepted the minutes from the Full Governing Board Meeting 9 February 2022.

Declarations of interests:

SP advised that her husband had been installing new lights in School today.

Matters arising (not included elsewhere on the agenda):

NH reported that he had not received the minutes from the Pupil Progress Meeting. AC agreed to forward him a copy.

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Committee reports:

TC confirmed that the Resources Committee had ratified or noted the following:

- Wellbeing
- Charging and Remissions
- Financial Delegation
- Health and Safety Induction Policy
- Health and Safety
- Code of Conduct for Staff and Other Adults
- Fire Safety Policy and Fire Evacuation Plan
- Flood policy

Pupil Progress, 18 January 2022:

BW confirmed the Pupil Progress Committee had ratified the following:

- Recruitment and Pre-employment vetting:
- School attendance:
- Relationships and Sex Education:
- Behaviour Principles:
- Exclusions Policy (and Addendum):
- Whole School Behaviour:

Full Board, 9 February 2022:

Policies to ratify:

- Christian Values and Mission Statement

This is due for a full review in 2025 by the Governors. No ratification required.

- Work life balance (LA)

DP reported that a new Policy had been produced in October 2021. The Cumbria-wide policy introduced minor changes to the previous policy and DP recommended adoption. The Governors agreed and the policy was ratified.

MAIN BUSINESS

Head Teacher's Report:

BW thanked DP for ensuring the Head Teacher's Report had been made available in good time to ensure the Governors were able access this document well before the meeting.

Introduction:

DP began by thanking TC and SE for the work they had both put in to prepare for the Resources and Pupil Progress Meetings. The meetings had run smoothly and were slick and effective. This was greatly appreciated.

Academisation:

It was relayed to the Governors that Academisation for all schools was to become a requirement and all schools would have to have converted to an Academy, or be well under way with the process, by 2030. NH confirmed that no opposition to this was planned and it was, therefore, going to happen. DP noted that Academisation was an item later on in the Agenda, so he would return to this topic in more detail later in the meeting.

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School Trips:

The School has now recommenced School Trips after a significant break due to Covid. This had proven to be more difficult than expected as the lack of trips recently meant staff were unused to the requirements. This had been overcome and the trips have proven to be enjoyable to staff and pupils.

Lyvennet Link:

DP expressed his appreciation of the work completed by Sarah Rodgers for her work for the Lyvennet Link, in particular, the items keeping the readers informed of upcoming events and for compiling the end of half-term reports on what has been happening in School.. DP confirmed that the Link was available for all to read and could be accessed through the School's Facebook page.

Attendance

Spring Term 2022 = 89.26%

Year to date (2nd Sept'21 - 27th May'22) = 91.46%

DP was disappointed to report that attendance below 90% for the Spring Term. He recognised that as a small school, any statistical data can be skewed and give an exaggerated representation of trends but he did have concerns. DP confirmed that other schools within the Eden Cluster had seen their attendance figures return to normal after the pandemic but Crosby Ravensworth's had continued to be an issue. BW questioned if there were any patterns in poor attendance and DP confirmed that attendance was poor for some pupils across both classes and he felt it was perhaps a knock on from the Covid instructions; not to come into school if you experienced a cough. SP reported that when she had questioned parents about specific absences, she had felt the illnesses had been genuine.

DP had written, in November, to parents in strong terms to outline their statutory responsibilities. Following a conversation with the school's new local authority advisor David Hodgkiss, DP wrote a stronger letter. He felt unauthorised attendance will continue to be challenged but recognised that the matter should be dealt with some degree of sensitivity and support should be available if required. DMcC asked if it had been considered that offering rewards may well be a good option. DP agreed and confirmed that plans to reinstate the Attendance Rewards Scheme were in place.

Curriculum:

DP reported that all pupils have been working with a range of artists to put together examples of art for display and performance in front of a live community audience on June 22nd in the Crosby Ravensworth Village Hall. The exhibition will form much of the evidence in the application for an award of Arts Mark which the School hopes to gain in July 2023.

DP confirmed that, as far as he was aware, the Music Teacher, Carolyn Fyfe would continue in her role next year, even though she has moved out of the area. He was very appreciative of her continuing work with the School.

Assessment:

SATS exam week for Year 6 was the week beginning 9 May. The tests were administered by the DP and the children were in good spirits all week and were able to give a good account of themselves. Results are expected on 6 July.

The phonics screen test took place today, 8 June, and all 4 pupils had performed very well.

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Number on roll:

DP reported that although 3 pupils had left the School, he was hopeful that 2 pupils may be coming back to the School. It is difficult to predict numbers on roll as it was out of the School's control but the outlooks looks good as the prediction is the roll will rise steadily over time. It needed to be noted that nothing should be taken for granted.

Sep-21	Sep-22	Sep-23	Sep-24	Sep-25	Sep-26
26 on roll + 1 to 3 pre-school	21 on roll + 3 to 9 pre-school	21 on roll + 8 to 10 preschool	19 on roll + 4 to 7 preschool	22 on roll + 7 pre school	27 on roll + ? Pre school
Y6 left (-2)	Y6 left (-4)	Y6 left (-3)	Y6 left (-9)	Y6 left (-2)	Y6 left (-3)
Total in +6	R in +1	R in +4	R in +7	R in +5	R in +7

It is predicted that there will be a large influx to pre-school nursery from Spring Term 2023. Staffing in class 1 may need to be adjusted to cope with this and contingencies have been made accordingly in the budget. DP relayed his thanks to PC for her work in balancing the budget based on the current number on roll.

Staffing:

DP confirmed that Mrs Tara Hollis has been appointed as teaching assistant in school and she has made a great impression on the staff, children and parents. DP reported that everyone was delighted with how well she has settled in.

Safeguarding:

DP told the Governors that Safeguarding Training was planned for later in the coming week. He also reported that the LA intend to update Safeguarding Procedures, in particular, the Wedge which outlines levels of need for children and young people.

Buildings & Premises:

DP reported that the installation of LED strip-lighting had taken place in one corridor of the School today. These new lights will be used as a test to see if the quality of light is improved and further installations will take place if this proves to be the case. The LED lights use about 1/5 of the electricity used by the current installation and DP felt the quality of light was much improved. A quote for the bigger area would be requested from the current contractor but a further quote, from a different contractor, would be required for comparison.

DP told the Governors that Chris Sissons of Penrith had been selected to undertake painting work in the School during the School holidays following a comparison of three quotes. The Trustees of the Crosby Ravensworth United Schools Foundation have kindly indicated that they will help the School with the costs. Chris Sissons has agreed a specific order to complete the painting, the most urgent first, and would return at a later date to complete the work if it was not possible to finish all the work during the School holidays.

The Board was told that two quotes to embellish the canopy with side and front panels to reduce cross winds have been received and a contractor has been appointed. It is expected the work will be undertaken before the end of the summer term. NH asked if this would cause any disruption and DP confirmed that this was not expected to disrupt teaching and learning.

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DP was pleased to announce that about £3,000 of Sports Funding was left over and this needs to be used before 31 July 2022. It was hoped that this money would fund a reinstallation of the Early Years Slide. It was hoped that the existing slide could be reused but funding would be required for its installation and the appropriate safety surface around the slide.

School Development Plan:

BW told the board that the School Development Plan had not been updated but plans were in place for this to be undertaken for the Autumn Meetings. DP confirmed that he would be working on this during the summer.

Nursery Update:

It was confirmed that the uptake for nursery places was likely to increase significantly but there was still a need to be cautious as there could be no guarantee until they are signed up. DP reflected that there was a need for some flexibility as there was no certainty for number and there may well be changes in the requirements for changes to timings. At present, the provision is for 15 hours per week spread over Monday, Wednesday and Fridays. This was based around parental consultation in previous years and there could be no guarantee that this would be suitable for future parents. The School would have to be prepared to be flexible to meet the needs, perhaps the changing needs, of the new pupils and parents.

DP relayed that budget had been set aside to allow for the possibility of employing an Apprentice. He felt that this may be a good option to allow for the required flexibility although they would need to be provided with 30 hours each week and this may provide as much challenge as opportunity to the school.

DP was pleased to relate that existing staff had been willing to consider changing their times in School to accommodate changing requirements for the new pupils. It was also a benefit to have a teaching Assistant with QTS and experience in Early Years to allow for further flexibility.

SP recalled that parents in the past had completed a questionnaire to detail their requirements. Whilst it was agreed that all requirements could be accommodated, it was agreed it was a good idea to gauge the general requirements for the majority and do the best with the funding available. It was also agreed that it was important to let parents know that the School was "Open for Business" and willing to be flexible wherever possible. A formalised questionnaire would be produced to be completed by parents in September 2022 and information about the Nursery would be relayed to parents using the Governor's Newsletter.

Complaint from parent:

BW confirmed that the process of dealing with the complaint from a parent had been completed and that no request for an appeal had been received. NH added that it was important to ensure that everyone was vigilant in recording information to ensure standards were met and that appropriate data was available if required.

New Local Authority 1 April 2023:

BW asked NH if he would be willing to update the Board on what he understood to be important developments for education as a result of the introduction of new local authorities. NH told the Board that the Portfolio Holder for Schools and Learning was Sue Sanderson, who had been a primary School Head in the past. He felt she would be a positive influence on the transition. During the transition period, it would be possible that some elements of the responsibilities would be

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“hosted” by one of the Authorities but, ultimately, there would probably be 2 separate Education Authorities.

Academisation:

DP reported that he had been in contact with Charlotte Tudway, the new Director of Education for the Church of England Diocese in Cumbria. He was able to tell the Board that the Church of England had laid down stipulations for Academisation that ensured that the majority of schools in an academy were Church of England. DP reported that CT had many questions of her own about the process and was going to London to meet with the Department of Education and the Church of England to seek clarification.

DP mentioned the Good Shepherd Trust, which is a family of church schools centred in Cumbria, sponsored by the Diocese of Carlisle. The Good Shepherd trust is open to both Primary, Secondary and Specialist Schools. DP considered that it may be possible to create a family of schools similar to the Good Shepherd Trust, continue to be supported by the Diocese and also maintain some autonomy.

TC had already noted the possible benefits of being part of a trust and also noted that all Catholic Schools were already joined together in academies. SP asked if DP had discussed this with other head Teachers. DP confirmed that he had and it had been suggested that schools within the Eden Rural Alliance could, potentially, join together to become an academy trust. This would be a preferred option that would build on already well-established principles of mutual respect, economies of scale and shared interests.

BW asked if there was any pressure to have anything happening in the near future. DP replied that it was unlikely that anything needed to be decided immediately but suggested that everything should be in place, preferably, in the next 24 months.

Memorandum of Understanding - Eden Rural Alliance

All Governors had been given a copy of the Memorandum of Understanding for the Eden Alliance Cluster. This document outlines the Vision and Purpose and the Agreed Ways of Working for schools within the cluster.

BW felt it was excellent that the ECR would promote Inset Training for Staff and for Governors to develop practice across schools. This would develop solidarity and experience for all involved. The schools would be sharing data and look at good practice to share with other schools within the cluster.

All Governors supported this and a vote confirmed that all Governors present were in favour.

Blue Sky Meeting November 2022 at CRVH:

BW suggested that a Blue Sky Meeting could be arranged for a date in early November 2022. The meeting would last for 2 hours and Governors would be invited to suggest topics for discussion but the meeting would be flexible to encourage the creative ideas and prevent the meeting being too formal and restricted.

Policies reviewed by Headteacher for Governing Body to adopt:

Offsite Educational Visits Procedures – DP reported that this had not been updated.

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Staff Welfare, Standards and Morale:

DP stated that the staff appeared to be happy. SP confirmed this and said that she could not identify any concerns and that the staff were busy but happy in their work. She stated that DP was accommodating if staff felt pressured by their work and would allow extra non-contact time should this be helpful. DP stated that he felt this was a two-way issue and he felt that as the staff worked hard, it was only right that he showed his appreciation of this by accommodating the staff's needs. DP stated that all the staff were excellent.

STATUTORY RESPONSIBILITIES AND GOVERNING BODY MATTERS

Status of Governing Body:

BW reported that no progress had been made in attracting new Governors.

DMcC confirmed that, in relation to providing a new ex officio Church Governor, the Arch Deacon of the Diocese had indicated that 3 separate people with specific roles may be employed to cover the county. DMcC stated that local church wanted a vicar. It was felt that specialists may well be used predominantly in more populated areas and therefore rarely be seen in small village communities.

DP asked about the timeframe for a new appointment. NH confirmed that an advert for the position was due to be placed. DMcC reported that the parish wanted some input into the content of this advert and that it was expected that the position should be filled by the end of 2022.

DMcC relayed that she had been unable to meet with Alex Barbour but a meeting would be arranged soon. DMcC confirmed that AB was hopeful that the links between the School and the Church could be strengthened. An area in the Church has been set aside for the pupils to display their work. This included new display and lighting. DP welcomed these initiatives and would welcome closer links.

Governors' Action Plan:

BW advised that no update to the Governor's Action Plan have been made.

Governor Skills Audit:

BW reminded the Board that NGA training was still free and to complete as much as possible. They were also reminded to let AC know when they had completed Training Units to update the Training Records.

Link Governor updates:

Church:

See Status of Governing Body above.

Health and Safety:

KW reported that she would meet with PC on Monday 13 June to work on items highlighted in the recent audit.

Governor Training and New Governor Induction:

BW had mentioned the NGA training previously. BW then confirmed that SE's tour of the School, as part of the Governor Induction process that had been delayed because of Covid retractions, would take place would as soon as possible.

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Special Educational Needs and Disability:

BW referred to the Government Green Paper discussed in the Pupil Progress meeting, confirming that this Paper laid out new intentions to identify SEND issues earlier and there would be a new focus on Early Years and Foundation pupils. It was expected that these new initiatives would be confirmed in July and more solid information would be available for the next meeting, which would include the Autumn SENCO Report.

Safeguarding:

SE confirmed that she would be meeting with Kym Allen, the Schools' Health and Safety Advisor, on 5 October 2022, to walk around School discuss potential safeguarding issues. DP welcomed this, noting that as well as checking the school was following good practices, it provided an excellent governor training opportunity.

Online Safety/Personal Social Health Education:

SE and SP reported that there were no updates at present.

Governors' newsletter:

BW suggested that Attendance would be a suitable topic to mention in the newsletter. It was agreed that, to make it a positive item, this should focus on the renewal of the Attendance Rewards Scheme.

Any other business/ Items for agenda for next meeting:

DMcC mentioned that the Parish Council had some Platinum Jubilee Water Bottles left over. The Parish Council was proposing to sell these for a little over cost price and give any profits to charity. If anyone was interested they should contact DMcC or Joan.

BW was pleased to announce that DMcC had agreed to continue in the role of Governor for a further term and this has been approved by the Diocese. It was agreed to check when her term as vice-chair ceases, to allow for an election

Dates for next meetings:

Autumn Term 2022-2023

Resources Committee	Friday, 7 October 2022 at 1.15pm
Pupil Progress Committee	Tuesday, 4 October 2022 at 3.45pm
Full Governing Board	Wednesday, 19 October 2022 at 4.00pm

Please note the Pupil Progress meeting has changed from the suggested date shown in the agenda.

The meeting closed at 5.44pm.