

**Minutes of a meeting of the Governing Board
of Sheriff Hutton Primary School
held at the school on Wednesday 27th March 2025, 6:45pm**

Present:	
(Chair) Catherine Butt (CB)	Co-opted Governor
Bev Stell (HT)	Headteacher
Duncan Noble (DN)	Co-opted Governor
(Co-Vice Chair) Amy Canham (AC)	Parent Governor [via Teams]
Sally Bellwood (SB)	Co-opted Governor
Jon Fewlass (JF)	Staff Governor [via Teams]
Juliet Lawson-Grey (JLG)	Parent Governor
Luke Bell (LB)	Parent Governor
(Co-Vice Chair) Andrea Pitman (AP)	Co-opted Governor
In attendance:	
Lydia Waites (LW)	NYC Clerk [via Teams]
Apologies:	
Hannah Hall (HH)	Parent Governor
Crispin Thorn (CT)	LA Governor
Richard Crabtree (RC)	Co-opted Governor
Elizabeth Galf (EG)	Parent Governor
Vacancies:	1 Co-opted Governor

Colour coding Key – Highlighting Governor Core Functions

Red – Strategy Challenge/question

Blue – Approval/Decision taken

Green – Performance Challenge/Question

Purple – Financial Challenge/Question

Item	Minute	Lead
1.0325	Apologies (with and without acceptance) Apologies from RC, CT, EG and HH (accepted).	
2.0325	Approval of minutes from the last meeting Governors addressed the minutes of the FGB meeting held 29.01.25 and agreed these are a correct record.	
3.0325	Matters arising from the previous meeting/update on action points To carry over the action arising from the previous meeting.	
4.0325	Declaration of interests; consideration of which items should be confidential No interests declared. Any confidential items will be minuted as such as they arise.	
5.0325	Any other urgent business No other urgent business.	
6.0325	Policies to adopt/review None for review.	
7.0325	SDP update HT invited questions on the circulated SDP update which she noted is brief since the previous meeting was only 6 weeks prior. The school is close to 'outstanding' in many areas and it is a matter of improving certain areas. We are working towards being a Forest School. Q: What does that entail?	

	<p>A: There will be outdoor provision including tents, and a range of outdoor activities for children.</p> <p>Q: When will this open?</p> <p>A: On the 19th of May.</p> <p>Governors discussed activities and potential excursions.</p>	
8.0325	<p>Headteacher report</p> <p>HT invited questions on the circulated Headteacher's report.</p> <p>JF explained for governors how Test Base software is used for assessments and in the classroom.</p> <p>Q: There are 2 persistent absentees?</p> <p>A: Yes, this is the traveller family.</p> <p>Q: Are they still on the school's role?</p> <p>A: Yes, for now, but it depends how long the pupils are away for. I would like to consider dual registration if they continue to bounce between two schools. Attendance data is not ideal, but we have a story behind it.</p> <p>Data protection will be available to governors once they have been provided log-in details to access this. HT noted that the school has been looking into reducing the cost of swimming lessons.</p>	
9.0325	<p>Safeguarding and Child Protection</p> <p>The school now has 2 families working with social care – 1 through a police report and 1 reported by HT due to school concerns. The families have been very supportive during this process. 2 pupils are accessing emotional resilience support.</p>	
10.0325	<p>Health and Safety</p> <p>A new Health and Safety Advisor, Leslie, has been appointed and has visited the school to conduct a fire assessment, which was a positive visit.</p> <p>Following the heating failure discussed at the previous meeting, the heating has been repaired at significant cost and the school never fell below the statutory requirements for temperature during this period.</p>	
11.0325	<p>Emotional Health and Wellbeing</p> <p>JF shared that he continues to signpost staff towards resources such as Compass Phoenix which provides mental health and wellbeing support and training resources for pupils and teachers. He now runs a club for KS1 on a Monday morning, and a reading club has also been introduced during lunch time.</p>	
12.0325	<p>SEND</p> <p>Staff are still updating provision maps. Some referrals to CAMHS and the SEND Hub are still awaiting responses. AC shared that Mrs Pearson has visited some lessons to provide additional support for one child – governors discussed the situation in more depth.</p>	
13.0325	<p>SFVS</p> <p>Governors reviewed and approved the SFVS during the Resources Committee meeting on the 27th of February and seconded this vote during this meeting.</p>	
14.0325	<p>Reports from committees</p> <p>Committees will meet during the second half term.</p>	
15.0325	<p>Governor Training & Monitoring (including link governor reports)</p> <p>HT reminded governors that they are always welcome to visit the school and undertake monitoring visits, as these visits need to take place. Governors discussed this and agreed that HT will put forward 2 dates when governors can visit the school and undertake visits.</p>	HT/Govs
16.0325	<p>Governor vacancies</p> <p>There is a Co-opted Governor vacancy in which there has been no interest. Governors discussed how to advertise the position – AC to post the advertisement elsewhere.</p> <p>To discuss appointing a Maths Link Governor at the next meeting.</p>	AC FGB

17.0325	Any other business AC reminded governors of her circulated visit report, which may incorporate a survey next time. HT shared that a quote has been received for the Early Years centre. The grant for this work did not go ahead and the quote is expensive, but there are upgrades that can be made at a lower cost to the school.	
18.0325	How has this meeting impacted on the welfare and progress of our pupils? Governors addressed the SDP, attendance, and pupil wellbeing.	
19.0325	Date of next meeting <ul style="list-style-type: none"> FGB Wed 14th May FGB Wed 9th July 	

Meeting closed 7:45pm.

Actions arising from the FGB meeting held 26.03.25

Item	Action	Lead
6.0125	Governors to address the terms of reference and approve the Budget Management Policy in the next Resources Committee meeting.	Cttee
15.0325	HT will put forward 2 dates when governors can visit the school and undertake visits.	HT/Govs
16.0325	<ul style="list-style-type: none"> AC to post the Co-opted Governor vacancy advertisement elsewhere. To discuss appointing a Maths Link Governor at the next meeting. 	AC FGB

Minutes produced by Lydia Waites – Clerk

Signed (Chair) Date