



Northern Arch

LEARNING PARTNERSHIP

The Rydal Academy

Local Governing Body Meeting Minutes

Monday 7th October 2024 at 1.00 pm, The Rydal Academy

Present (Governors)	Mark Gray (Chair), John Armitage (Head Teacher), Johanna Thurland, Katie Turnbull, Melanie Chapman and Ewa Kaszuba.
In attendance	Angerla Galey: Assistant Head Teacher Laura Hawksby: Governance and Policy Officer (NALP) Joanna Reed: School Administration Officer

Item	Description of discussion	Action by
	PART A: Procedural items	
1.	Welcome, Introductions and confirmation quorum present The Governance & Policy Officer opened the meeting in the absence of a Chair and welcomed everyone. It was confirmed that a quorum was present. Six (6) eligible Governors were present.	
2.	Election of Chair The Governance and Policy Officer sought nominations for the position of Chair for the ensuing Academic Year. Governors RESOLVED that Mark Gray be appointed Chair for the ensuing Academic Year. <i>(Note: Mark Gray in the Chair for the remainder of the meeting.)</i>	Governance & Policy Officer

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3.	<p>Election of Vice-Chair</p> <p>Nominations were sought and received for the position of Vice-Chair for the ensuing Academic Year.</p> <p>Governors RESOLVED that Johanna Thurland be elected as Vice Chair for the ensuing Academic Year.</p>	Governance & Policy Officer
4.	<p>Apologies for absence and their acceptance</p> <p>It was reported that apologies had been received from Governors: Gaurav Bhatia, Laura Hudson, Kelly Nicholson, Troy Turner and Tracy Vaughan.</p> <p>Governors RESOLVED that the apologies for absence from Governors: Gaurav Bhatia, Laura Hudson, Kelly Nicholson, Troy Turner and Tracy Vaughan be noted and accepted.</p>	
5.	<p>Notification of items of urgent other business</p> <p>There was 1 item of other business:</p> <p>Personal, Social, Health and Relationships Education (PSHRE) Policy.</p> <p>Minute 10 below refers.</p>	
6.	<p>Declaration of personal and pecuniary interests</p> <p>a) Register of Interest</p> <p>Governors and those present were reminded, if they had not already done so, to complete their annual Register of Interests to declare any relevant business or pecuniary interest and close family relationship between members and / or other trustees and / or employees. Registers would be updated during the academic year should circumstances change.</p> <p>b) To declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting</p> <p>Governors and those present were reminded that they should declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting.</p> <p>No declarations of interest were received.</p> <p>c) Code of Conduct</p> <p>Governors were reminded they had signed the Governors' Code of Conduct, upon appointment to The Rydal Academy Local Governing Body.</p>	

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	<p>It was confirmed that signed Governors Code of Conduct are held on file for all Governors of the Local Governing Body of The Rydal Academy.</p>	
7.	<p>Approval of minutes / review of actions / matters arising</p> <p>Consideration was given to the draft Minutes of the Local Governing Body meeting of The Rydal Academy held on Monday 17th June 2024, a copy of which is held on file.</p> <p>All actions had been completed and there were no matters arising.</p> <p>Governors RESOLVED that the Minutes of the Local Governing Body meeting of The Rydal Academy held on the 17th June 2024 were confirmed as an accurate record of the meeting and should be signed by the Chair.</p> <p>PART B: Business Items for Discussion</p>	Governance & Policy Officer
8.	<p>Chair's Report</p> <p>Action Taken and Correspondence:</p> <p>It was noted there were no new updates or correspondence to report to the Local Governing Body.</p> <p>Governors RESOLVED that the report be noted.</p>	
9.	<p>Membership Document</p> <p>The Governance & Policy Officer updated the Committee regarding the Membership Document.</p> <p>Further to Minute 7 (Rydal LGB Meeting 17th June 2024) it was noted that Governor Troy Turner had consented to continue as a Parent Governor at the end of his terms of office. An election process was duly held and there being no further candidates for the Parent Governor position had been duly re-appointed at the Board meeting of the Directors on the 3rd October 2024.</p> <p>It was noted that Governor Laura Hudson would be stepping down as a Governor of Rydal Local Governing Body later this Autumn term and that there would be a resulting General Governor Vacancy.</p> <p>Governors RESOLVED that the report be noted.</p>	
10.	<p>Policies:</p> <p>With the permission of the Chair consideration of policies was brought forward for consideration on the Agenda.</p>	

a) Trust approved policies from the Summer Term 2024 for information:

Governors **RESOLVED** that it be noted for information the following Trust approved policies from the Summer Term 2024:

In-Year Admission Policy, Capability Policy, IT Acceptable User Policy, Remote Education Policy, Sickness Management Policy, Probationary Policy and Anti-Harassment and Bullying Policy, Whistleblowing Policy and Anti-Fraud and Corruption Policy.

b) The Rydal Academy Policies:

The Rydal Academy Policies for Information:

Governors **RESOLVED** that the following policies be noted and approved for information: First Aid & Accident Policy; Policy for Supporting Pupils with Medical Conditions; Reporting to Parents Annual Cycle; Early Career Teacher (ECT) Policy; Sun Protection Policy; Intimate Care Policy; Allergen and anaphylaxis policy; Initial Teacher Education Policy; Administration of Medication Policy; Asthma Policy.

The Rydal Academy Policies for Approval:

Charging and Remissions Policy

Governors were advised by the School Administration Officer that the Charging and Remissions Policy had been updated to include the current cost for school meals.

The policy had also been updated to include the latest information regarding The Rydal Academy's After School Clubs, Breakfast Club and Youth Club.

The Head Teacher reported that the Rydal Academy had applied to the Department for Education's Breakfast Clubs Early Adopter Scheme from which it was hoped to be successful in releasing a Government provision funding grant for the school.

Governors **RESOLVED** The Rydal Academy Charging & Remissions Policy be approved.

Attendance Policy

The Assistant Head Teacher reported upon the updates that had been made to the Attendance Policy, in line with the latest legislation and including additional reference to Children Missing in Education. Governors asked if there was any further clarity from the Government with regards to the definition of 'exceptional circumstances'? The Assistant Head Teacher confirmed at present there was no further clarification regarding this definition, and it was left to the school's discretion in what constituted exceptional circumstances if a leave of absence were to be approved.

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	<p>Governors RESOLVED that the Attendance Policy be approved.</p>	
11.	<p>Item of Any Other Business: Personal, Social, Health and Relationships Education Policy (PSHRE)</p> <p>The Assistant Head Teacher advised that the Personal, Social, Health and Relationships Education Policy (PSHRE) had been updated in relation to how it is delivered in the curriculum at Rydal. No statutory elements had been amended.</p> <p>Governors RESOLVED that the PSHRE policy be approved.</p>	
12.	<p>Head Teacher's Report</p> <p>The Head Teacher provided a comprehensive update report to the Local Governing Body, a copy of which is retained on file. Highlighted in yellow throughout the report were updates since last reported to the Governing Body in June 2024.</p> <p>Governors noted that pupil numbers in Nursery were strong at the beginning of the Academic Year. Pupil numbers in other cohorts had increased when compared with the same period of time in the previous Academic Year. <i>Governors asked if pupils who attend the Nursery provision go on to Reception and the other year groups in the School? The Head Teacher confirmed that this was correct for the majority of pupils.</i></p> <p>The Head Teacher reported that strategies continued to be in place to reduce persistent absenteeism against the national targets.</p> <p>Governors noted that suspensions and permanent exclusions were on an upward trend, as per the national picture, however they had currently significantly reduced in 2024/25 year to date. The school had successfully implemented the Choices system, developed separate spaces for regulation, therapy and work zones and introduced the Kindness Curriculum. <i>Governors asked if there was a gap in Alternative Provision in the Borough for Primary age pupils? The Head Teacher confirmed that was the case, although the Local Authority were working hard to enhance the list of providers.</i></p> <p>The Head Teacher reported upon attainment and progress. He advised attainment against national averages continued to be a key focus for all year groups. Growth from Reception baselines continued to be more than double the national average year on year. The Academy continued to work on further improving Maths and Writing attainment.</p> <p>The results of the Subject Area Verification Exercise (SAVE) were noted to be graded as good through all subject areas. <i>Governors asked how this process was undertaken? The Head Teacher advised that the SAVE</i></p>	

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exercise had included an interview with subject leads, pupil discussion, learning walks, book scrutiny and class teacher discussions.

It was noted there was an increase in the level of safeguarding need within the Academy which was being managed by the safeguarding team within the school. Safeguarding practice within the school was recognised to be exceptional in the recent Darlington Borough Council audit in March 2024.

Strong audit results were also recognised as part of the 2-Year-Old Provision audit in June 2024. Governors were also pleased to note the positive comments about the school arising from the last round of the parents' view questionnaire.

Chief Financial Officer's Report

Governors noted the Chief Financial Officers report, a copy of which is held on file. He provided an overview of the management accounts position as of the 31st July 2024. The year-end financial position was noted to be in a deficit position of £88k against a budgeted position of a deficit of £82k. It was noted that pay awards for 2024/25 had not yet been finalised. The School Teachers' Review Body (STRB) had recommended a pay award of 5.5 %.

Trust ICT Manager Report

Governors noted the Trust IT Manager's report, a copy of which is held on file. There were no new updates since previously reported.

Trust Business Manager Report

Governors noted the Operations and Business Manager's Report, a copy of which is held on file. It was noted the 2025/2026 CIF (Condition Improvement Fund) applications are currently being reviewed and would be submitted in December 2025 if the funding criteria were met.

An application for funding to replace older light fittings with more energy efficient LED bulbs was submitted in March 2024, this funding was not successful in this round as the funding was oversubscribed. A further application would be made when the next window opens in 2025.

Governors **RESOLVED** that the Head Teacher's Report, Chief Financial Officer's Report Operations and Business Manager's Report be noted.

Risk Register

The Governing Body considered the Risk Register for The Rydal Academy, a copy of which is retained on file. It was noted there were no new updates.

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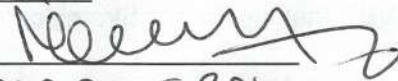
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	<p>Governors RESOLVED that The Rydal Academy Risk Register be approved.</p> <p>Self-Evaluation Form (SEF)/Action Plan 2023/24 for review and 2024/2025</p> <p>The Head Teacher reported upon, and Governors reviewed the Self Evaluation Action Plan (SEF) and Strategic Action Plan 2023/24 and considered the SEF and Action Plan 2024/25 . A copy of both are retained on file.</p> <p>Governors RESOLVED that the report be noted.</p>	
13.	<p>Admission Arrangements 2026-2027</p> <p>The Head Teacher reported upon the 2026-2027 Admission Arrangements. He advised that there were no new updates.</p> <p>Governors RESOLVED that the Admission Arrangements for 2026-27 be approved</p>	
14.	<p>Nursery Admission Arrangements 2026-2027</p> <p>The Head Teacher reported upon the Nursery Admission Arrangements for 2026-27. He advised that there were no new updates to the Admission Arrangements.</p> <p>Governors RESOLVED that the Nursery Admission Arrangements for 2026-27 be approved.</p>	
15.	<p>Pupil Premium Strategy Statement 2024-2025</p> <p>Governors considered the Pupil Premium Strategy Statement 2024-2025. The statement detailed the school's use of pupil premium funding to help improve the attainment of disadvantaged pupils.</p> <p>It outlined the School's Pupil Premium Strategy, how it was intended to spend the funding in the academic year and the effect that the previous academic year's spending of pupil premium had within the school.</p> <p>Governors RESOLVED that the Pupil Premium Strategy 2024-2025 be approved.</p>	
16.	<p>PE and Sports Funding Strategy 2023-2024</p> <p>Governors reviewed the PE and Sports Funding Strategy 2023-2024 and the evidence of the impact of the Primary PE and sports premium.</p> <p>Governors RESOLVED that the report be noted.</p>	

17.	<p>PE and Sports Funding Strategy 2024-25</p> <p>Governors considered the PE and Sports Funding Strategy 2024-25.</p> <p>Governors RESOLVED that the report be approved.</p>	
18.	<p>Music Development Plan</p> <p>The Head Teacher sought Governors' approval to the 2024-2025 Music Development Plan. The plan set out how the school delivers music education to all pupils across three areas: curriculum music, co-curricular provision and musical experiences. It also detailed future plans for musical development.</p> <p>Governors RESOLVED that the 2024-2025 Music Development Plan be approved.</p>	
19.	<p>Skills Audit</p> <p>The Governance & Policy Officer reported back on the results from the skills audit from 2023-24. It was noted that there was a good spread of skills currently on the Local Governing Body. A new Skills Audit would be conducted in the Spring of 2024-25.</p> <p>Governors RESOLVED that the report be noted.</p>	
20.	<p>Special Interest Governors – feedback/updates from Governors</p> <p>Consideration was given to the following Governor report backs, which were duly noted by the Local Governing Body, with no areas of concern.</p> <ul style="list-style-type: none"> • Looked After Children (LAC) & Previously Looked After Children (PLAC) – Governor Jo Thurland • Special Educational Needs (SEN), including SEMH – Governor Jo Thurland <p>Governors RESOLVED that the reports be noted.</p>	
21.	<p>Single Central Record</p> <p>It was noted that the Single Central Register is continually reviewed by Human Resources to ensure it is compliant.</p> <p>Governors RESOLVED that the report be noted.</p>	

22.	<p>Local Governing Bodies Terms of Reference</p> <p>Further to Minute 10 (Full Governing Body 3rd October 2024) the Governance & Policy Officer reported upon the Local Governing Bodies Terms of Reference which had been approved by the Board of Directors at their meeting on the 3rd October 2024. It was now being further consulted upon at each Local Governing Body this Autumn Term.</p> <p>Governors RESOLVED that they had no updates to the Local Governing Bodies Terms of Reference at the present time.</p> <p>PART C: Standing Items</p>	
23.	<p>Feedback from MAT Development Session held on 10th September 2024</p> <p>Governors advised that the MAT Development Session from the 10th September 2024 had been a very helpfu. The session had included an update from the Chair of the Board of Directors and the Chief executive Officer regarding the Trusts' intent and priorities for this Academic Year. Safeguarding and Prevent training was also provided for Members, Directors and Governors.</p> <p>Governors RESOLVED that the report be noted.</p>	
24.	<p>Trust Scheme of Delegation</p> <p>Governors considered the Trusts' current Scheme of Delegation which was noted for information.</p> <p>Governors RESOLVED that the Trust's Scheme of Delegation be noted.</p>	
25.	<p>Trust Strategic Plan</p> <p>Governors considered the Trusts' current Strategic Plan which was noted for information.</p> <p>Governors RESOLVED that the Trust's Strategic Plan be noted.</p>	

	<p>Part D: Concluding Items</p>	
26.	<p>Approval of documents for inspection</p> <p>Governors RESOLVED that the agenda, approved minutes and supporting documents be made available for public inspection with the exception of information concerning identifiable pupils and/or teachers and staff.</p>	
27.	<p>Date of Future meetings:</p> <p>Governors noted that the next meeting of The Rydal Academy Local Governing Body would be held on the 17th March 2025 at 1.00 pm</p> <p>The meeting concluded at 2.45 pm</p> <p>These minutes were approved by the Local Governing Body of Rydal Academy, as follows:</p> <p>on: <u>26/10/24</u> date</p> <p>Signed by: (Chair) <u></u></p> <p>Printed name: <u>MARK GRAY</u></p>	