



# Northern Arch

## LEARNING PARTNERSHIP

Hurworth School

Local Governing Body Meeting Minutes

Tuesday 18<sup>th</sup> March 2025 at 4.30 pm, Hurworth School

### MINUTES

Present (Governors)	Rachel Somerville (Head Teacher), Martin Stand (Chair), Aylsa Nugent and Sam McGuire.
In attendance	Lindsey Burn: Assistant Head: Experience/Behaviour Lisa Gawthorpe: Assistant Head: Support / Behaviour Laura Hawksby: Governance and Policy Officer

Item	Description of discussion	Action
	<b>PART A: Procedural items</b>	
1.	<b><u>Welcome, Introductions and confirmation quorum present</u></b>  The Chair welcomed everybody to the meeting and Sam McGuire the new Teaching Staff Governor.  It was confirmed that a quorum was present.	
2.	<b><u>Election of Vice Chair</u></b>  Governors would be contacted outside of this meeting for this position.	<b>Governance &amp; Policy Officer</b>
3.	<b><u>Apologies for absence and their acceptance</u></b>  Apologies for absence were received from Governors Lucy Clark, Marcus Dempsey, Cath Lawrence, Louise McCann, Tracy Metcalfe and Victoria Stone.	
4.	<b><u>Notification of items of urgent other business</u></b>  None	
5.	<b><u>Declaration of Personal and Pecuniary Interests</u></b>  None	

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denotes support and challenge provided by Governors

6.	<p><b><u>Membership Document</u></b></p> <p>The following was noted:</p> <ul style="list-style-type: none"> <li>the appointment of Sam McGuire as of 3<sup>rd</sup> March 2025.</li> </ul>	
7.	<p><b><u>Approval of minutes/review of actions/matters arising – Hurworth School Local Governing Body 8<sup>th</sup> October 2024</u></b></p> <p>Draft Minutes of Hurworth School Local Governing Body held on the 8<sup>th</sup> October 2024 had been shared with the Local Governing Body prior to the meeting, a copy of which is held on file.</p> <p>All actions had been completed and there were no matters arising.</p> <p>Governors <b>RESOLVED</b> that the Minutes of the Local Governing Body meeting of the Hurworth School Local Governing Body 8<sup>th</sup> October 2024 were confirmed as an accurate record and should be signed by the Chair.</p>	Chair/ Governance & Policy Officer
<b>PART B: Business Items for Discussion</b>		
8.	<p><b><u>Chair's Report</u></b></p> <ul style="list-style-type: none"> <li><u>action taken</u> – the Chair has had regular catch-up Meetings with the Head Teacher and had met with perspective new General Governors for the Board.</li> <li><u>correspondence</u> – no new updates.</li> </ul>	
9.	<p><b><u>Head Teacher's Report</u></b></p> <p>The Head Teacher provided a comprehensive update report to the Local Governing Body, a copy of which is retained on file. The focus of the Head Teacher's report for this meeting was information regarding the new Choices Policy (Behaviour) and its implementation.</p> <p>Areas of discussion from the Head Teacher's report included:</p> <p><u>Action Plan</u></p> <p>The priorities/actions contained within Hurworth School's Improvement Plan 2024/25 were discussed and noted. Effective Quality Assurance processes were in place to ensure the quality of education is good and driving progress, which could be demonstrated by the strong attainment outcomes. Support and challenge for all pupils remained a key priority.</p> <p>Priority 2 (Behaviour and Attitudes) within the Improvement Plan had been updated to reflect the new Choices Policy (Behaviour).</p>	



<p><u>Risk Register</u></p> <p>The Risk Register for Hurworth School was currently being reviewed by the Strategic Development Officer and Head Teacher.</p> <p>Governors requested that pupil numbers should be reflected in the Hurworth School Risk Register.</p> <p>Work was ongoing both within the school and Trust with regard to the marketing of Hurworth School.</p> <p>Governors <b>RESOLVED</b> that Hurworth School's Risk Register be brought back to the next meeting of the Local Governing Body.</p> <p><u>Attendance</u></p> <p>Attendance was currently above national average.</p> <p><u>Safeguarding</u></p> <p>The focus has been on maintaining the excellent level of safeguarding offered to all of the Hurworth community. The safeguarding tracking has been streamlined to ensure no duplication and to focus on patterns and trends.</p> <p>The Local Authority have amended their target of 25% of cases of Early Help to now be led by the School, which has increased the workload for the School's safeguarding team.</p> <p><u>Attainment &amp; Progress</u></p> <p>The current Year 11 cohort mocks overall results were circulated for Governor's consideration. It was noted the results were not quite as strong as last year and Governors enquired whether interventions were in place to identify and correct any gaps in knowledge? The Head Teacher confirmed that they were, and work would continue with parents/carers and students regarding revision strategies and examination techniques.</p> <p><u>Finance</u></p> <p>The Management Accounts Summary December 2024 for Hurworth were noted. The school is forecast to have a small surplus at year end based upon current operations.</p> <p>GAG income has increased due to an increase approved in year for pay awards resulting in a higher per pupil rate. The forecasts do not yet show the increase in National Insurance spend on employers and the National Insurance funding which is to be announced. The decrease in income related to a projected decrease in income from catering. The increase in non- staff expenditure was due to pressures on alternative education spending and additional supply staff. The remainder was inflation pressures and premise costs in relation to the new electric gates.</p> <p>The expected Reserves position was forecast to be low as of the 31<sup>st</sup> August 2025 and a review was underway to increase this position.</p>	<p><b>SDO/Head Teacher</b></p>
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	<p>Governors requested if a representative from the Trust's Finance team could come to the next meeting of the Local Governing Body to help aid further an understanding of the current financial position.</p> <p><u>Website Audit</u></p> <p>A successful Hurworth School website audit had been carried out, with any outstanding red highlighted areas completed and updated on the School's website.</p> <p><u>School Inspection Data Summary Report (IDSR)</u></p> <p>The School Inspection Data Summary Report (IDSR) was noted for information</p> <p><u>Choices Policy (Behaviour)</u></p> <p>Governors were provided with a presentation regarding the rationale of the new Behaviour Policy which had been introduced at the School. Hurworth School seeks to achieve excellence with care. The policy enables sustained concentration in lessons, rewards effort and allows learning to flourish. In order to achieve and enjoy their education, students need to feel safe and secure at school. Good behaviour is fundamental to achieving these aims. The emphasis of the policy is to empower students to make the right choices.</p> <p>Governors stressed the importance of consistency in the implementation of this policy. The Chair during a recent visit to the school had spoken to pupils who advised that fairness in the implementation was important to them. The Head Teacher confirmed that Senior Leadership Management Team is ensuring the system is embedded and consistently applied.</p> <p>Governors noted there had been a slight increase in suspensions as a consequence of the new policy. Governors enquired if there were interventions and support mechanisms for these pupils and the Head teacher confirmed that there are.</p>	CFO
10.	<p><b><u>Single Central Record</u></b></p> <p>It was noted The Single Central Record continued to be reviewed and updated by Human Resources to ensure it is compliant.</p>	
11.	<p><b><u>Chief Executive's Officer's Update Report</u></b></p> <p>The process of bringing Mowden Federation of Schools into Northern Arch Learning Partnership has progressed smoothly and the transfer was completed on 1<sup>st</sup> March 2025. There are six academies now in in the Trust all rated Good or better.</p> <p>A new Executive Director of Education had also been appointed also within the latter half term.</p> <p>A successful Schools Resource Management Advisors (SRMA) report was produced last term, helping the Partnership identify further how it may be efficient and resilient.</p>	



12.	<p><b><u>Children's Wellbeing and Schools Bill 2024-25</u></b></p> <p>An update was provided on the Children's Wellbeing and Schools Bill 2024-25 which was currently progressing through Parliament. The Bill aims to improve children's social care and education.</p>	
13.	<p><b><u>Policies:</u></b></p> <p><b><u>Trust approved policies from the Autumn Term 2024 were noted for Information:</u></b></p> <p>Family Friendly (Schools), Leave of Absence Policy (Schools) and Staff Health &amp; Wellbeing Policy (Schools).</p> <p><b><u>Hurworth School Policies:</u></b></p> <p>Governors <b>RESOLVED</b> that the following Hurworth Schools policies be:</p> <ul style="list-style-type: none"> <li>• Approved: Choices Policy, Governor School Visits Policy and Hurworth Health &amp; Safety Policy.</li> <li>• Ratified: Attendance Policy</li> </ul>	
14.	<p><b><u>Link Governors</u></b></p> <p>It was noted that Governors Martin Stand, Aylsa Nugent and Louise McCann had conducted their recent visits.</p> <p>The new Governor School Visits Policy set out new areas to which Governors would be assigned:</p> <ul style="list-style-type: none"> <li>• Health and Safety / Resources including finance</li> <li>• Quality of Education</li> <li>• Leadership and Management</li> <li>• Safeguarding/LAC/PLAC</li> <li>• Personal Development</li> <li>• Disadvantaged / SEND</li> <li>• Welfare and Behaviour</li> </ul> <p>Governors <b>RESOLVED</b> that the Governors be assigned to the above link Governor roles at the next meeting of the Local Governing Body.</p>	Governors/ Governance & Policy Officer
<b><u>Part C: Standing Items</u></b>		
15.	<p><b><u>Trust Scheme of Delegation</u></b></p> <p>The current Board approved Scheme of Delegation was noted by the Local Governing Body.</p>	

16.	<b><u>Trust Strategic Plan</u></b>  The current Board approved Trust Strategic Plan was noted by the Local Governing Body.	
<b><u>Part D: Concluding Items</u></b>		
17.	<b><u>Approval of documents for inspection</u></b>  Governors <b>RESOLVED</b> 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/staff.	
18.	<b><u>Date and time of future meetings</u></b>  • Hurworth LGB –Tuesday 17 <sup>th</sup> June 2025 at 4.30 pm	
<b>The meeting concluded at 6.05 pm</b>		

### Action Log

2.	Vice Chair – Vacancy to be filled.	Governance & Policy Officer
7.	Minutes - 7th October 2024 signed by Chair	Governance & Policy Officer
9.	Hurworth Risk Register – Brought back to next Meeting of the LGB	SDO/Head Teacher
10.	Finance – Representative from the the Finance Team to attend next meeting of the LGB	CFO
14.	Link Governors new roles to be assigned next meeting of the LGB	Governors/ Governance & Policy Officer

These minutes were approved by the Local Governing Body of Hurworth School as follows:

on: 17<sup>th</sup> June 25 date

Signature: Martin Standy

Print Name: MARTIN STANDY