

Whitby School GOVERNING BODY MEETING		
Minutes of the meeting held on 6 th July 2026, 6pm at the Airy Hill site		
Governors Present	Julie Caddell (JC) Mark Taylor (MT) (Chair of the meeting) Michelle Waters (MW) Dave Rae (DR) Phillip Trumper (PT)	Head of School Co-opted Governor Parent Governor Staff Governor LA governor
Apologies from Governors	Jane Mortimer, Richard Fluin	
Absent with no apologies		
In attendance	Susan Boyd (SB)	Deputy Headteacher
Name of Clerk	Dominika Jureczko (DJ)	
SCHOOL VISION and VALUES	It is important to ensure that all decisions that are made are in line with the schools' vision and strategic direction.	
CORE FUNCTIONS OF GOVERNANCE	- Ensuring that the vision, ethos and strategic direction of the school are clearly defined - that the headteacher performs their responsibilities for the educational performance of the school - the sound, proper and effective use of the school's financial resources.	

Item		Record Actions
Procedural		
1	<u>Welcome</u> Mr Taylor welcomed everyone to the meeting. As the Chair had sent his apologies, he took over the proceedings as Chair for this meeting.	
2	<u>Apologies for absence</u> Apologies were received from Jane Mortimer and Richard Fluin. The absences were given consent by governors. The meeting was quorate.	
3	<u>Declaration of interests and reminder of governor protocol</u> There were no declarations of interest in any item on this agenda. There were no changes to Register of Interests declared.	
4	<u>Confidentiality</u> There was one item notified and agreed as confidential.	
5	<u>Confirmation of minutes</u> 5.1 Confidential minutes of 23rd March 2026 The minutes were approved. 5.2 Minutes of 11th May 2026	

	The minutes and confidential minutes of this meeting were approved. 5.3 Minutes of Extra-ordinary meeting on 8th June 2026 The minutes were approved.	
6	<u>Matters arising from minutes</u> 1. Governors linked to English, maths, computer science or business are invited to shadow GD as part of the SDIP work. This would provide governors with further insight into the actions being taken and the impact of the support in place. <i>This is outstanding.</i> 2. A link governor visit to be arranged for PSHE. <i>This is outstanding.</i> 3. Wonder Learning to send the relevant WGM survey/report information to governors. <i>This is outstanding.</i> 4. Head of School to discuss locking arrangements for the polytunnel with JH. JC had this conv, very expensive to put a maglock on it. - <i>CCTV is in place as a response to the original concern. This is closed.</i> 5. DR to provide attendance comparison data with the same time last year. - <i>DR explained the attendance is higher this year, which was very positive. The results of PP (Pupil Premium) and SEND (Special Educational Needs and Disabilities) students are both slightly above last year. This is closed.</i> 6. SB to provide information on how many parents access “Your Child at School” system. - <i>SB explained that this information could not be extracted from the system. A governor suggested that parents respond to a consent request via the system. This is closed.</i> 7. SB to organise familiarisation with “Your Child at School” system at parents’ evenings. - <i>This is outstanding as there has not been a parents evening yet.</i>	
7	<u>Governance and Chair’s report</u> 7.1 Report from Pupil Discipline Committee meeting on 16th June 2026 Mr Taylor, as the Chair of the Pupil Discipline Committee, gave report from the meeting, gave the result and highlighted there were no recommendations from the Committee. 7.2 Governing Body vacancies: one parent and one co-opted This item was deferred to next meeting. 7.3 Update on progress towards academy status The Chair of Governors requested from the Regional Schools Commissioner and received a list of preferred Multi-Academy Trusts in response. The discussions with two of them are being held. 7.4 To appoint an Allergens link governor as part of the school meeting the requirements of Benedicts Law. This was deferred to the first meeting in Autumn term. 7.5 Other updates	

	Governors discussed the Memorandum of Understanding with Wonder Learning which was ending in August and possibility of requesting a refund for the months when the Headteacher was not present in school.	
School Improvement		
8	<u>Finance and Operations</u> 9.1 To proceed with an invitation to quote for a 2-year grounds maintenance, grass cutting contract to start in April 2027 Resolved: Governors agreed that the school should proceed. 9.2 To agree the school meal price for September This was deferred.	
9	<u>Governor monitoring visits</u> MW Governors received the report with the agenda pack. MW reported that classrooms were settled. A number of pupils were in the corridor, and this was being addressed by pastoral team. Pupils followed instructions from staff. The school was exploring expanding the number of cover supervisors, which means the school would be using fewer supply staff and more staff who is known to pupils. MT MT reported that she had met with JC and the SEA (Senior Educational Adviser) for the SPIP (School Partnership Improvement Plan). The meeting was positive and benchmarking and pupil progress were discussed. Governors requested that MT passes this positive feedback from to school staff. Action: MT	MT
13	<u>Teaching</u> This item was moved forward by the Chair. JC gave an overview of a visit from the LA, which was very rigorous. Focus included: • SEND (Special Educational Needs and Disabilities) • Site security • Attendance • Safeguarding • Quality of education • Leadership and management • Elective home education levels. The outcomes of the visit were positive.	

	<u>Attendance and behaviour</u> DR reported that there is improvement in attendance compared to the same time last year. However, it needs further improvement.	
10	<u>Safeguarding</u> The number of suspensions increased. JC predicted that suspensions would decrease in September.	
11	<u>Health and Safety</u> Policy for first aid and med conditions has been submitted for approval – item 15. All issues flagged by the LA had been addressed. <u>Residential trips.</u> JC gave an overview of proposed trips. Question: Governors enquired how many students signed up for Amsterdam trip Answer: Around 8. Governors considered whether there would be an overlap with trips, so some pupils would miss a lot of school versus the benefits of these trips. Governors considered whether some disadvantaged pupils could receive help with the cost. This would be considered on case-by-case basis by the school. Resolved: Governors approved educational trips to Germany, France and Netherlands in principle, pending thorough risk assessments for those trips. <u>Ski trip - February 2028</u> Governors discussed the trip, stressing the pupils' safety considerations. Resolved: The trip was approved. <u>Water sports trip in Spain</u> Resolved: The trip was approved in principle, pending risk assessment.	
12	<u>Attendance</u> This was discussed at previous item.	
14	<u>Communication strategy</u> Communication strategy and relationship handbook will be consulted with a focus group of parents and will be brought back to the Governing Body in the Autumn term.	

Other matters		
15	<u>Policies for approval</u> • Data Protection • Data Protection for Governors • Independent Study • Information Security • Intimate Care • Managing Serial and Unreasonable Complaints • Science Department Health and Safety • Uniform Policy All the above policies were approved. • Medical conditions policy JC highlighted the changes to the medical conditions policy which aimed at a more unified approach across the school. Resolved: Medical policy was approved. Governors authorised JC to consult HR on changes to staff responsibilities resulting from the new policy. JC gave an overview of how the school was compliant with Benedict's Law • Allergens policy – to be ready for approval in September	
16	<u>Any other business</u> DR informed governors that he would step down as staff governor from September. Governors requested that JC arranges for staff governor elections. <u>Feedback from year 7 parents</u> Parents approached a governor to indicate that the communication during transition was really strong.	
17	<u>Confidential items</u> There were none.	
18	<u>Calendar of meetings 2025/2026</u> It was agreed that meetings would be held at 6:00 pm on Mondays. The next meeting will be held on 28th September 2026. Calendar of meetings to be agreed at next meeting.	

The meeting was closed at 7:41 pm.

Actions		
No	Action	Responsible
1.	Governors linked to English, maths, computer science or business are invited to shadow GD as part of the SDIP work. This would provide governors with further insight into the actions being taken and the impact of the support in place.	Link governors
2.	A link governor visit to be arranged for PSHE.	PT
3.	Wonder Learning to send the relevant WGM survey/report information to governors.	JB
4.	SB to organise familiarisation with “Your Child at School” system at parents’ evenings.	SB
5.	MT to give feedback from the SPIP meeting to staff.	MT